

# Barkhamsted Fire District

## Board of Director's Monthly Business Meeting Minutes

Meeting Date: February 13, 2008      Barkhamsted East

Meeting was called to order by President Winn at 1930 Hrs.

### Public Comments

None

### Minutes

Minutes of the previous meeting had been distributed prior to the meeting by the Clerk. Gayle Legeyt made a clarification that their pumper specs will be available *in* February not *by* the February Board meeting.. **A motion was made to accept the minutes by James Shanley. Seconded by Terri Collins. Motion carried.**

### Treasurer's Report

The Treasurer's report was distributed. **A motion was made by James Shanley to accept the report as presented. Seconded by Marie Gillen. Motion carried.**

### Bills

#### District

<u>Amount \$</u>	<u>Payable To</u>	<u>Account</u>
4450.00	Robert E. King	Audit
2363.50	R&S Oil Service	Riverton Water System
260.22	Onion Electric	Riverton Water System
2400.00	Onion Electric	Riverton Water System
832.00	St. Francis Health	Physicals
14.00	Pittsfield Communications	Communications

#### Barkhamsted East

<u>Amount \$</u>	<u>Payable To</u>	<u>Account</u>
62.85	Richard Marcus- reimbursement	Miscellaneous
229.00	Home Depot	New equipment
403.20	Shipman's Fire Equipment	New equipment
120.00	Shipman's Fire Equipment	New equipment
1009.80	Pioneer Products Inc	New equipment
500.00	Bill Downes	Snow plowing
200.00	American test Center	OSHA Compliance
1426.97	CJ Plumbing and Heating (well repair)	Building maintenance
5.36	Hoffman Hardware	Building maintenance

#### Pleasant Valley

<u>Amount \$</u>	<u>Payable To</u>	<u>Account</u>
1776.54	Toce Brothers	Equipment maintenance
49.65	Fire Equipment Headquarters	Equipment maintenance
25.16	Russ Neher reimbursement	Equipment maintenance
176.03	Ed Connors reimbursement	Equipment maintenance
20.00	Bergeron trucking	Building maintenance
24.03	Hoffman Hardware	Building maintenance
52.91	Hoffman Hardware	Equipment maintenance

#### Riverton

<u>Amount \$</u>	<u>Payable To</u>	<u>Account</u>
1524.00	Larry Gillen reimbursement (FDIC airfares)	Conferences
51.14	Winsted automotive	Equipment maintenance

84.00	Shipman's Fire Equipment	Equipment maintenance
240.00	American Test Center	OSHA Compliance
283.50	Pittsfield Communication	Equipment maintenance
374.00	Shipman's Fire Equipment	New equipment
18.08	Carl's True Value	Building maintenance
14.26	Riverton VFS reimbursement	Building maintenance
63.05	Larry Gillen reimbursement	Miscellaneous

**A motion was made to accept and pay the bills by Norman Bird. Seconded by Terri Collins. Motion carried.**

**Correspondence**

1. President Winn read a letter from Pullman and Conley re. invoicing.
2. President Winn read a letter from Robert E. King.
3. President Winn read a letter from Barkhamsted First Selectman Don Stein re payment of Workers Compensation insurance.
4. Terri Collins read a letter from St. Francis regarding their relocation.
5. James Shanley reported that he sent a letter reviewed by President Winn, to Les Archer thanking him for the CEVO II class. A copy of said letter is attached to these minutes.

**Chiefs' Report**

**Barkhamsted East:** Chief Legeyt reported that they responded to 4 calls in the last month. Manning is 10 firefighters, 3 fire police and no juniors.

**Pleasant Valley:** Chief Lagassie reported that they responded to 13 calls in the last month. Manning is at 18 firefighters, 5 fire police and 6 juniors.

**Riverton:** Chief Gillen reported that they responded to 11 calls in the last month. Manning is 12 firefighters, 6 fire police and 7 juniors.

**Fire Marshal's Report**

Report for December was read to the Board and provided to the Clerk..

**Daytime Driver's Report**

Report for January was distributed.

**Committee Reports**

**Capital:**

1. Barkhamsted East Station: the work has been completed. Unknown if a CO has been issued.
2. Barkhamsted East Pumper: No report.
3. Pleasant Valley Rescue: No report
4. Computers: James Shanley reported on options to set up a network. He asked for funding to purchase a VPN router. **A motion was made by Norman Bird to approve an amount not to exceed \$100.00 for the purchase of a VPN router. Seconded by John Andryzeck. Motion carried.**
5. Dry Hydrant Certification: Richard Winn has worked on the paperwork and list for the project. Marq Johnson has updated the water supply map.

**Insurance:** No report.

**Fire Fighter Award:** No report.

**Health and Safety:** Director Terri Collins reported that she has flyers for a tour of the new St. Francis facility in Torrington. She reported that she has updated physical status for the 3 Chiefs.

**Policy:** Norman Bird briefed the Board on a recent meeting where the Exterior Fire Fighter job description was finalized. The Board discussed this development. The next meeting of the Policy Committee will probably be in March.

**Communications:** Dave Archer reported that the UHF antennas purchased last year will not solve the communication problem. He has tested a 100 watt signal amplifier and found that it will solve the problem. He reported that while we are not able to return the two antennas he will work with Pittsfield Communication to get at least some of our money back. **A motion was made by Norman Bird to**

**approve the purchase of two 100 watt UHF signal amplifiers for an amount not to exceed \$1032.24. These would be for Pleasant Valley and Riverton. Seconded by James Shanley. Motion carried.**

**Unfinished Business**

1. Grants: Chief Legeyt reported that recent communication with FEMA indicates that the grant will be in the amount of \$250,000. Chief Lagassie reported that Pleasant Valley has selected the Plymovent system and will be placing an order. Nils Johnson distributed a PPE specification to the board. He asked for any feedback and provided his home phone number. He reported that they were ready to go to bid for the structural PPE portion of the grant.
2. Old Communications Equipment: No report.
3. Contracts: President Winn advised the Board that he had found copies of the Barkhamsted East and Riverton contracts. Chief Lagassie reported that he had found a copy of Pleasant Valley's. There was discussion as to the current status of these contracts.
4. ISO Rating: Norman Bird briefed the Board on training activities related to the future ISO Rating evaluation.

**New Business**

1. 2008-2009 Budget: President Winn circulated a draft budget. The Board reviewed and discussed budget items. Included in this was the payment of the Workers Compensation Insurance for 2007-2008 and 2008-2009 as described in the letter from Don Stein. President Winn related to the Board the history of this line item. **A motion was made by Norman Bird that the Treasurer be directed not to pay the Town of Barkhamsted for the 2007-2008 Workers Compensation insurance. Seconded by John Andryzeck. Motion carried: 4 yes, 0 no.**
2. **A motion was made by James Shanley to add two items to the agenda: Minimum Staffing and the sale of old PV Rescue 3. Seconded by Norman Bird. Motion carried.**
3. James Shanley began a discussion of concerns he has for meeting the minimum staffing requirements specified by OSHA and NFPA with regard to interior qualified fire fighters. This is particularly the case with Barkhamsted East which has had 3 or less qualified interior fire fighters over the last months. The Board discussed the issues involved including reporting to the Board, recruitment, retention and incentives. The Board did agree that future Chief's reports to the Board would list the staffing by interior fire fighter, exterior fire fighter, fire police, junior and total staff. In addition, Rich Winn agreed to research whether the Firehouse software would produce a monthly or quarterly report of staffing per call.
4. The Board discussed the sale of the old Pleasant Valley rescue truck. Rich Winn agreed to contact the West Hartland Fire Department to assess their interest and solicit an offer from them if they were interested.

**Adjournment**

**A motion was made by Norman Bird to adjourn the meeting. Seconded by Terri Collins. Motion carried.** President Winn adjourned the meeting at 2130 hrs.

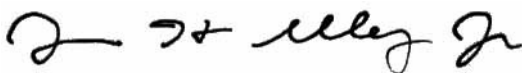
**Attendance**

Directors: Andryzeck (late), Bird, Collins, Gillen, Shanley, Winn

Chiefs: Gillen, Lagassie, Legeyt

**Next Meeting:** March 12, 2008 Pleasant Valley

Respectfully submitted,



**James H. Shanley, Jr.**  
District Clerk

Attachments: written material distributed during meeting.