

Barkhamsted Fire District
Board of Director's
Monthly Business Meeting Minutes

Meeting Date: January 10, 2007 Riverton

Meeting was called to order by President Winn at 1933 Hrs.

Minutes

Minutes of the previous meeting had been distributed prior to the meeting by the Clerk. Motion was made to accept the minutes, as prepared, by Terri Collins. Seconded by Ken Cyr. Motion carried.

Treasurer's Report

The Treasurer's report was distributed. A motion was made by Terri Collins to accept the report as presented. Seconded by Richard Ransom. Motion carried.

Bills

District

Amount \$	Payable To	Account
Unknown	Richard Healey	FM mileage
17,205.00	Shipman's Fire Equipment	Capital (fire hose)
4200.00	Robert E. King	Audit
1826.00	Penflex	FF Awards
200.00	American Test Center	OSHA
34.99	Staples	Misc.
40.00	Shipman's Fire Equipment	OSHA
587.00	St. Francis	Physicals

Barkhamsted East

Amount \$	Payable To	Account
115.00	Pentech Safety	Equipment Maintenance
126.00	Shipman's Fire Equipment	New equipment
400.00	William Downes	Snow plowing
200.00	American Test Center	OSHA
43.50	Fire Tech & Safety of New England	Equipment Maintenance

Pleasant Valley

Amount \$	Payable To	Account
13.50	Fire Equipment Headquarters	Equipment maintenance
20.00	Bergeron's Trucking	Building maintenance
15.92	Hoffman Hardware	Equipment maintenance
244.99	Pentech Safety	New equipment
1800.00	Pleasant Valley VFD (FO 1)	Fire school

Riverton

Amount \$	Payable To	Account
240.00	American Test Center	OSHA
317.00	Riverton VFCo.	New equipment
750.00	Fire Control Service	Equipment maintenance
100.00	Fire Control Service	Equipment maintenance
84.06	Carl's True Value	Building maintenance
300.00	Pleasant Valley VFD (FO 1)	Fire school

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

Dave Archer addressed the Board regarding an Introduction to Fire Service class for Junior Members being held at the CT Fire Academy this summer. The cost is \$650 per person. Riverton has a number of members who would like to attend and Pleasant Valley may as well.

A motion was made by Norman Bird that any of the Junior Members from the District Departments may attend the class this summer and that the District fund the tuition. Seconded by Terri Collins. Motion carried.

Correspondence

1. Treasurer Amy O'Toole reported that the District had received \$1373.42 in additional tax revenue from the State.

Chiefs' Report

Barkhamsted East: Chief Legeyt reported that they responded to 5 calls in the last month. Manning is 9 firefighters, 3 fire police and no juniors.

Pleasant Valley: Chief Lagassie reported that they responded to 12 calls in the last month. Manning is at 23 firefighters, 6 fire police and 5 juniors.

Riverton: Chief Gillen reported that they responded to 7 calls in the last month. Manning is 18 firefighters, 4 fire police and 8 juniors

Fire Marshal's Report

No report.

Daytime Driver's Report

Report for December 2006 was distributed.

Committee Reports

Capital:

1. Barkhamsted East addition: \$7500 for title search and \$1800 in legal fees remain to be reimbursed to the District from the Lease Payment account.
2. Barkhamsted East truck: Chief Legeyt reported no change in status.
3. Pleasant Valley truck: Chief Lagassie reported that progress is being made and that the specification will be completed soon.

Insurance: A letter was received from VFIS dated 1/8/07 which details additional premiums for recent inquiries. After discussion President Winn agreed to contact our agent for clarification. **A motion was made by John Andryzeck that items 1, 6 and 7 in said letter be approved as additions to our current VFIS policy. Seconded by Terri Collins. Motion carried.**

Fire fighter Award: President Winn reminded all that he has certificates if anyone needs them.

Health and Safety: Terri Collins reported that the physical lists are up to date and have been distributed to the respective fire chiefs. An issue where one Pleasant Valley member who has no medical insurance but needs additional testing to be cleared for interior was discussed. The consensus was that the District will not pay for medical testing above and beyond the basic physical provided.

Policy: Chairman Bird reported that the recently adopted Sexual harassment Policy is complete and he is working on putting all the District policies together. A policy committee meeting was held recently and Chairman Bird reported on their efforts. The incentive point system was the main topic. The next policy meeting will be 1/25/07 at Pleasant Valley at 1930 hrs. A draft of a Medical Policy was distributed and discussed. **A motion was made by Norman Bird to accept**

the Medical Policy with the amendments made. Seconded by John Andryzeck. Motion carried. The Board discussed the use and format of medical clearance forms to be used by those conducting physicals. Chairman Bird also reported on Riverton's Junior FF guidelines. There will be a drill on 2/20/07 to review these.

Communications: Nothing to report.

Unfinished Business

1. Dry Hydrants: nothing to report. The Hitchcock water system project is on hold pending sale of one of the buildings.
2. Grants: nothing to report.
3. Riverton Addition: Chief Gillen reported that they had received three bids for the project. One of the three did not meet the required specifications and was discarded. The other two did meet the specifications and one can be accepted. **A motion was made by Ken Cyr to hold a special town meeting to approve funding of the proposed addition to the Riverton firehouse for an amount not to exceed \$100,000. Seconded by Richard Ransom. Motion carried.** A meeting of the Riverton building committee will be held 1/16/07 to review the bids and prepare for the town meeting.
4. Old communication equipment: President Winn will look into this.
5. Fire Marshal positions: interviews were held with four applicants. Of these the committee recommended the following appointments: William Baldwin for Fire Marshal, William Skibesky and Steven Williams for Deputy Fire Marshal. **A motion was made by Norman Bird to appoint William Baldwin as Fire Marshal, William Skibesky as Deputy Fire Marshal, and Steven Williams as Deputy Fire Marshal effective immediately. Seconded by John Andryzeck. Motion carried.** The Board agreed that President Winn could negotiate compensation for each. The clerk was directed to send a letter to the state indicating the changes.

New Business

1. President Winn requested that the Departments start formulating budgets for next year.
2. President Winn asked for a head count for FDIC.
3. President Winn initiated a discussion regarding work on improving the ISO ratings of the departments. He requested that each Department assemble complete training records for 2004, 2005 and 2006 and get those to Marq Johnson.
4. A draft of the District audit is available.
5. John Andryzeck agreed to research a suitable award or plaque for retiring Fire Marshal Richard Healey.

Adjournment

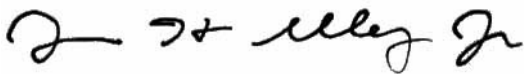
A motion was made by Norman Bird to adjourn the meeting. Seconded by Terri Collins. Motion carried. President Winn adjourned the meeting at 2148 hrs.

Attendance

Directors: Andryzeck, Bird, Collins, Cyr, O'Toole, Ransom, Rebick, Shanley, Winn
Chiefs: Gillen, Lagassie, Legeyt

Next Meeting: February 14, 2007 at Barkhamsted East.

Respectfully submitted,



James H. Shanley, Jr.
District Clerk

Attachments: written material distributed during meeting.