

TOWN OF EAST WINDSOR  
**BROAD BROOK FIRE DEPARTMENT COMMISSION**

**REGULAR MEETING**

**December 18, 2023**

**7:00 p.m.**

**Broad Brook Fire Station**

Senior Center Meeting Room

125 Main Street, Broad Brook, CT 06016

(In-person)

AND

Meeting held via Zoom Teleconference

Meeting ID 687 566 5576

Passcode Fire39BB

**Meeting Minutes**

*\*\*\*These minutes are not official until approved at a subsequent meeting\*\*\**

**Board of Commissioners:**

John (Jay) Madigan, Regular Member/Chairman

Nicholas Macsata, Regular Member/Vice Chairman

**Regular Commissioners:** Gil Hayes, William Towers, Jr., Ron Masters

**Alternate Commissioners:** William Loos, Cal Meyers

**GUESTS/SPEAKERS** in person: Chairman Madigan hosted the meeting. Broad Brook Fire Department (BBFD) Commissioners in attendance: **Regular**

**Members:** Chairman Jay Madigan, Vice Chairman Nick Macsata, William

Towers, Jr.; **Alternate Members:** William Loos, Cal Myers; **Broad Brook Fire**

**Department Chiefs:** Tom Arcari, Chief, Gerald Bancroft, Assistant Chief, James

Bancroft, Deputy Chief; **Town of East Windsor Fire Marshal:** Rich Austin

Remote Guest Speakers: Regular Member Gil Hayes, Peg Hoffman

**1. CALL TO ORDER**

Chairman Madigan called the December 18, 2023, Regular Meeting of the Broad Brook Fire Commission to Order at 7:00 p.m. The Meeting is being

**TOWN OF EAST WINDSOR BROAD BROOK FIRE COMMISSION**  
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**In-person and ZOOM Teleconference**  
**Meeting ID: 687 566 5576**  
**Passcode: Fire39BB**  
**MEETING MINUTES**

held in the Senior Center Meeting Room above the Broad Brook Fire Station located at 125 Main Street, Broad Brook, CT and is being held via Zoom teleconference.

**2. ROLL CALL:**

Chairman Madigan noted the Commission has established a quorum with four members present. Chairman Madigan, Vice Chairman Macsata, Commissioner Towers, Commissioner Loos and Commissioner Myers were present at the Fire Station. Commissioner Hayes joined the Commission virtually.

**3. ADDED AGENDA ITEMS - None**

**4. APPROVAL OF MEETING MINUTES:**

**MOTION:** To APPROVE the Regular Meeting Minutes of the Board of Broad Brook Fire Department Commission Meeting dated November 13, 2023, as presented.

**Macsata moved/Hayes seconded/Discussion None**  
**Vote: In Favor: Madigan/Macsata/Hayes/Towers**  
**(No one opposed/No Abstentions)**

**5. REVIEW AND DISCUSSION OF INFORMATION RECEIVED FROM H2M:**

**6. PUBLIC PARTICIPATION:**

Chairman Madigan announced this opportunity for the public to offer comments or raise questions. No one requested to speak.

**7. REPORT FROM CHIEF ARCARI**

Chief Arcari reported on the following items:

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- The Department responded to 65 calls last month.
- 2023-2024 Budget is status quo.
- The replacement vehicle's amended lease agreement was approved at a Town Meeting held on November 16, 2023, and was signed and sent to Seagraves.

**8. UPDATE ON STATUS OF VEHICLE REPLACEMENT**

See comments under Chief Arcari's Report.

**9. REPORT FROM FIRE MARSHAL AUSTIN**

Fire Marshal Austin reported on the following items:

Update on Wapping Road sprinkler system and the size tank needed to accommodate the new sprinkler system.

**10. REVIEW OF TOWN OF EAST WINDSOR BROAD BROOK FIRE DEPARTMENT 2023 – 2024 BUDGET**

See comments under Chief Arcari's Report.

**11. QUESTIONS/COMMENTS FROM COMMISSION MEMBERS**

Discussion about not holding a budget workshop for 2024-2025 budget and discuss and approve budget to forward to Board of Selectmen next meeting.

Macsata moved/Loos seconded/Discussion: None

**Vote: In Favor: Madigan/Macsata/Hayes/Towers/Loos**  
**(No one opposed/No Abstentions)**



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**12. ACTIONS REQUIRED TO MOVE FORWARD - None**

**13. EXECUTIVE SESSION – PURSUANT TO C.G.S. SECTION 1-200 (6)(B) – PENDING NEGOTIATIONS:**

Chairman Madigan noted there is no need for an **EXECUTIVE SESSION** this evening.

**14. ADJOURNMENT**

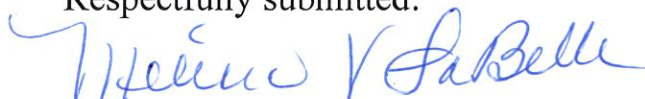
Chairman Madigan called for a motion to Adjourn this meeting.

MOTION: To Adjourn this meeting at 7:25p.m.

Towers moved/Loos seconded/Discussion: None

**Vote: In Favor: Madigan/Macsata/Hayes/Towers/Loos**  
**(No one opposed/No Abstentions)**

Respectfully submitted:



Melissa V. LaBelle, Recording Secretary for  
The Town of East Windsor Broad Brook Fire Commission