

Town of East Windsor
Broad Brook Fire Department Commission
REGULAR MEETING

Monday, May 15, 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

Draft 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: Bill Loos, Cal Myers

GUESTS/SPEAKERS in person: Assistant Chief Bancroft hosted the meeting. **Broad Brook Fire Department Commissioners:** Jay Madigan, Bill Loos, Ron Masters, Cal Myers, **Broad Brook Fire Department Chiefs:** Tom Arcari, Chief; Gerald Bancroft, Assistant Chief; **Broad Brook Fire Department:** Jason Piorek, Firefighter; **Town Fire Marshal:** Richard Austin;

GUESTS/SPEAKERS signing in to the meeting remotely: **Broad Brook Fire Department Commissioners:** Vice Chairman Nick Macsata, William Towers, Jr.

1. CALL TO ORDER:

Chairman Madigan called the May 15, 2023 Regular Meeting of the Broad Brook Fire Commission to Order at 7:00 p.m. The Meeting is being held in the Senior Center

**TOWN OF EAST WINDSOR
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MEETING MINUTES**

Meeting Room above the Broad Brook Fire station located at 125 Main Street, Broad Brook, CT, and is being held via teleconference as well.

2. ROLL CALL:

Chairman Madigan noted the Commission has established a quorum with (6) members present. Chairman Madigan, Commissioner Loos, Commissioner Masters, Commissioner Myers were present at the Fire Station; Vice Chairman Macsata and Commissioner Towers joined the Commission virtually. Commissioner Hayes was unable to participate in the meeting this evening.

3. APPROVAL OF MEETING MINUTES/A. April 17, 2023 Meeting Minutes:

Chairman Madigan noted the Meeting Minutes for April 17, 2023 are available for approval; he called for any comments or revisions. Hearing no requests for revisions Chairman Madigan called for a motion for approval.

MOTION: To APPROVE the (Regular/Special) Meeting Minutes of the Board of Broad Brook Fire Department Commission Meeting dated April 17, 2023.

Loos moved/Masters seconded/DISCUSSION: None

**VOTE: In Favor: Madigan/Macsata/Loos/Masters/Myers/Towers
(No one opposed/No Abstentions)**

4. PUBLIC PARTICIPATION:

Chairman Madigan announced this opportunity for the public to offer comments or raise questions. No one present at the in-person meeting, or anyone participating remotely, requested to speak.

5. COMMUNICATIONS:

- Chairman Madigan provided all Commissioners and associated Fire Department members with a copy of the Town of East Windsor Sexual and Other Unlawful Harassment Policy for review, and signature. All Boards and Commissions are reviewing the same policies as Town employees. Board and Commission members are encouraged to read the current policy and acknowledge their review, and acceptance of the policy, by signing this document.

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- Chairman Madigan reported he, Vice Chairman Macsata, and Assistant Chief Bancroft attended the May 4th Board of Selectmen's Meeting to request that the Broad Brook Fire Department and Commissioners have the sole use of the Fire Station after the Senior Center activities move to the new Community Center on Abbe Road. Chairman Madigan felt the presentation went well, the Selectmen agreed to review the existing lease for use of the Fire Station and continue discussion at a later date.

6. REPORT OF THE FIRE CHIEF:

Fire Chief Arcari reported the Department responded to 71 calls last month, 4 of which were assistance to out-of-town departments, including South Windsor and Vernon.

Fire Chief Arcari reported the Department will be participating in a couple of drills coming up, one will involve an abandoned home, and others will involve structures at the Solar facility.

Fire Chief Arcari noted the Department will participate in the Memorial Day Services and Parade on May 29th.

7. REPORT ON STATUS OF REPLACEMENT VEHICLE:

Chief Arcari indicated there has been no change in the status of the replacement vehicle. The first payment is due in August, 2023.

8. REPORT FROM FIRE MARSHAL AUSTIN:

Fire Marshal Austin joined the Commissioners this evening, noting he has made 16 inspections on this side of Town. He noted he has received another FOI request from an insurance company on the property at 5 Church Street.

Fire Marshal Austin indicated he spent about 3 hours at Mill Pond Village. He found a live Christmas tree in the trash which had just been removed from an apartment. He tried to locate the apartment dweller to explain the danger of keeping a live tree in the apartment this long but was unable to find the resident.

9. STATUS OF TOWN OF EAST WINDSOR BROAD BROOK FIRE DEPT INC. 2022-2023 BUDGET:

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Chief Arcari reported the current Department Budget is on track, he doesn't anticipate any changes or shortfalls through the end of this year.

10. STATUS OF TOWN OF EAST WINDSOR BROAD BROOK FIRE DEPT INC. 2023-2024 BUDGET

Chairman Madigan noted the 2023 – 2024 budget passed on the first vote.

11. QUESTIONS/COMMENTS FROM COMMISSION MEMBERS:

Chairman Madigan called for questions or comments from the Commissioners; no one requested to be acknowledged.

12. ACTIONS REQUIRED TO MOVE FORWARD:

Chairman Madigan asked if any of the Commissioners would like to initiate any other discussion; no one requested to be acknowledged.

13. EXECUTIVE SESSION Pursuant to C.G.S. 1-200 (6)(B) – pending negotiations:

Chairman Madigan indicated the Commissioners would like to hold an **EXECUTIVE SESSION** this evening, he called for a motion.

MOTION: To GO INTO EXECUTIVE SESSION Pursuant to C.G.S. 1-200 (6)(B) at 7:12 p.m. Attending the Executive Session would be all Commissioners either present in person or signed in remotely, and Chief Arcari and Assistant Chief Bancroft.

Loos moved/Myers seconded/DISCUSSION: None

**VOTE: In Favor: Madigan/Macsata/Loos/Masters/Myers/Towers
(No one opposed/No abstentions)**

Chairman Madigan noted the Commissioners and Chiefs exited the Executive Session at 7:27 p.m.

No additional actions will be taken.

Chairman Madigan called for a motion to **ADJOURN** this meeting.

14. ADJOURNMENT:

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MOTION: To ADJOURN the meeting at 7:27 p.m.

Loos moved/Myers seconded/DISCUSSION: None

VOTE: In Favor: Madigan/Macsata/Loos/Masters/Myers/Towers
(No one opposed/No abstentions)

Respectfully submitted:

Peg Hoffman, Recording Secretary for
The Town of East Windsor Broad Brook Fire Department Commission