

**Town of East Windsor**  
**Broad Brook Fire Department Commission**  
**REGULAR MEETING**

**Monday, June 12, 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:** Bill Loos, Cal Myers

**GUESTS/SPEAKERS in person:** **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:** Gil Hayes; Peg Hoffman, Recording Secretary.

**1. CALL TO ORDER:**

Chairman Madigan called the June 12, 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

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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 5 members present. Chairman Madigan, Commissioner Loos, Commissioner Masters, and Commissioner Myers were present at the Fire Station; Commissioner Hayes joined the Commission virtually.

Vice Chairman Macsata and Commissioner Towers were unable to participate in the meeting this evening.

**3. APPROVAL OF MEETING MINUTES:**

**A. May 15, 2023 Meeting Minutes:**

Chairman Madigan noted the Minutes of the Commissioners Regular Meeting held on May 15, 2023 are available for approval, he called for comments or revisions to the Minutes from the Commissioners. Hearing no requests for changes Chairman Madigan called for a motion of approval.

**MOTION: To APPROVE the May 15, 2023 Regular Meeting Minutes of the Board of Broad Brook Fire Department Commission Meeting as presented.**

**Loos moved/Masters seconded/DISCUSSION: None**

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

**4. PUBLIC PARTICIPATION:**

Chairman Madigan announced this opportunity for the public, either in-house or remote participants, to offer comments or raise questions. No one requested to speak.

**5. COMMUNICATIONS:**

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Chairman Madigan advised the Commissioners First Selectman Bowsza has been requested to attend a future Commissioners Meeting to discuss revision of the current Ordinance creating the Town of East Windsor – Broad Brook Fire Department.

**6. REPORT OF THE FIRE CHIEF:**

Chief Tom Arcari reported on the following items:

- The Broad Brook Fire Department responded to 67 calls for the previous month.
- The Board of Selectmen voted on June 1<sup>st</sup> to purchase 8 infra-red thermal cameras for each of the Town's two Fire Departments. The purchase is being proposed under remaining ARPA Funding available to the Town.

**7. UPDATE ON STATUS OF VEHICLE REPLACEMENT:**

Chief Arcari reported everything remains on schedule with the vehicle replacement.

**8. REPORT FROM FIRE MARSHAL AUSTIN:**

Fire Marshal Austin reported he's been on vacation so he has nothing to report regarding inspections for this side of town.

He noted he recently drove by the Plantation Road Solar Project. It's a very large facility which will have its own road designation.

**9. STATUS OF TOWN OF EAST WINDSOR BROAD BROOK FIRE DEPARTMENT 2022 – 2023 BUDGET:**

Chief Arcari reported the current budget should close out without any surprises. Commissioner Loos questioned the recent expenditure of \$8,000.00 and \$40,000.00; Chief Arcari reported the expenditure was for extraction tools for the new truck.

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

Chief Arcari suggested the 2023 – 2024 Budget will commence July 1, 2023.

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

Noting that Commissioner Macsata wasn't able to join the Commissioners this evening Assistant Chief Jerry Bancroft offered the Commissioners a draft of a proposed Request for Quotation (RFQ) for Architectural Services for a Strategic Assessment of Fire Department Facilities. The Commissioners briefly reviewed the proposal.

Alternate Commissioner Loos requested the reference to the Fire "District" be removed.

Regular Commissioner Masters cited the reference to the Program Development, he questioned the time period for the assessment? Chairman Madigan reported that Regular Commissioner Macsata had said the RFQ would be put out in July, with the hope that quotes would be available for the Commissioners' review in August.

No action taken pending Commissioners' review.

**12. ACTIONS REQUIRED TO MOVE FORWARD:**

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

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

Chairman Madigan noted the Commissioners would hold an EXECUTIVE SESSION this evening, he called for a motion.

**MOTION: To GO INTO EXECUTIVE SESSION at 7:14 p.m. Attending the EXECUTIVE SESSION would be the Commissioner present inperson, and signed in remotely.**

**Loos moved/Myers seconded/DISCUSSION: None**

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

Chairman Madigan noted the Commissioners exited the EXECUTIVE SESSION at 7:18 p.m. No further actions will be taken. He called for a motion to ADJOURN.

**14. ADJOURNMENT:**

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**MOTION: To ADJOURN this meeting at 7:18 p.m.**

**Loos moved/Myers seconded/DISCUSSION: None**

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

Respectfully submitted:

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