

Town of East Windsor
Broad Brook Fire Department Commission
REGULAR MEETING

Monday, March 14, 2022

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, Bill Loos, Ron Masters

Alternate Commissioners: Cal Myers. Andy Ouellette

PARTICIPANT LIST: Assistant Chief Bancroft hosted the meeting. **Broad Brook Fire Department Commissioners:** Jay Madigan, Nick Macsata, Gil Hayes, Bill Loos, Ron Masters, Cal Myers, Andy Ouellette; **Broad Brook Fire Department Chiefs:** Tom Arcari, Chief; Gerald Bancroft, Assistant Chief; **Town Fire Marshal:** Richard Austin.. The recording secretary joined the Commissioners remotely.

1. CALL TO ORDER:

Chairman Madigan called the March 14, 2022 Regular Meeting of the Broad Brook Fire Commission to Order at 7:00 p.m.- The Meeting is being 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 teleconference as well.

**TOWN OF EAST WINDSOR
BROAD BROOK FIRE COMMISSION
Regular Meeting – March 14, 2022
In-Person and ZOOM Teleconference
Meeting ID: 687 566 5576
Passcode: Fire39BB
MEETING MINUTES**

2. ROLL CALL:

Chairman Madigan noted the Commission has established a quorum with seven members present. Chairman Madigan, Vice Chairman MacSata, Commissioner Hayes, Commissioner Loos, Commissioner Masters, Commissioner Myers and Commissioner Ouellette were present at the Fire Station.

3. APPROVAL OF MEETING MINUTES:

a. February 7, 2022 Regular Meeting:

Chairman Madigan called for corrections or revisions to the Commissioner's Regular Meeting Minutes for February 7, 2022. No one requested any changes. Chairman Madigan called for a motion of approval.

MOTION: To APPROVE the Regular Meeting Minutes of the Board of Broad Brook Fire Department Commission Meeting dated February 7, 2022 as presented.

MacSata moved/Hayes seconded/DISCUSSION: None

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

4. PUBLIC PARTICIPATION:

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

5. COMMUNICATIONS:

Chairman Madigan reported he has no communications to share this evening.

6. REPORT OF THE FIRE CHIEF:

Chief Arcari reported the following:

- The Department responded to 50 calls during the past month, including two structure calls – one in Warehouse Point, and one at Mill Pond.

**TOWN OF EAST WINDSOR
BROAD BROOK FIRE COMMISSION
Regular Meeting – March 14, 2022
In-Person and ZOOM Teleconference
Meeting ID: 687 566 5576
Passcode: Fire39BB
MEETING MINUTES**

- The Broad Brook Fire Department Budget will be voted on by the Board of Selectmen this Thursday, March 17th. The Town Budget was approved two weeks ago. Chief Arcari reported he will attend the Board of Selectmen's Meeting Thursday to represent the Department during review of their budget.
- Members of the Department Engineering Department went to Wisconsin this past week to review the specifications for the replacement vehicle. A revised copy of the vehicle purchase agreement will be sent to the First Selectman for review and signature.

7. REPORT FROM FIRE MARSHAL AUSTIN/to include discussion of penalty fees:

Fire Marshal Austin advised the Commissioners he made inspections at Crop Production and a second property.

Fire Marshal Austin reported he also responded to the following:

- A series of small fires at Park Hill, as a resident had been having difficulty operating his stove. The stove has now been removed from the resident's unit.
- A minor fire at the Middle School, which was started by a student.
- Assisted with the investigation of the fire at Mill Pond.
- Issued a permit for a burn pit.
- Assisted with a call for a car into a garage at 249 Melrose Road. Without an in-house Building Inspector in Town due to Building Inspector Stanley's retirement Fire Marshal Austin responded to the incident.
- Assisted a resident at 118 Thrall Road deal with a fuel dealer regarding the removal of a propane tank which the resident had been requesting removed for some time.

Fire Marshal Austin also advised the Commissioners he has purchased an iPad for his work with the Warehouse Point Fire District; he asked if the Commissioners would consider paying for half of the \$800 - \$900 cost, as well as share the cost of the monthly service fee? The Commission agreed.

**TOWN OF EAST WINDSOR
BROAD BROOK FIRE COMMISSION
Regular Meeting – March 14, 2022
In-Person and ZOOM Teleconference
Meeting ID: 687 566 5576
Passcode: Fire39BB
MEETING MINUTES**

MOTION: To split the cost of Town Fire Marshal Austin's iPad and monthly phone fee.

Macsata moved/Myers seconded/DISCUSSION: The Board discussed methods of submission of the monthly phone charge; the Commissioners propose to pay half of the annual phone charge rather than submit a monthly bill.

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

**8. STATUS OF TOWN OF EAST WINDSOR BROAD BROOK FIRE
DEPARTMENT BUDGET:**

Chief Arcari reiterated his earlier statement that the Town Budget was approved a couple of weeks ago, while the Town of East Windsor Broad Brook Fire Department Budget will be reviewed, and voted on by the Board of Selectmen, this Thursday, March 17th.

Chairman Madigan saw no reason the Budget as presented should be a problem. Vice Chairman Macsata asked who would present on behalf of the Department; Chief Arcari indicated he would attend. Vice Chairman Macsata expressed his intention to attend as well; any other Commissioners who are able are invited to attend also. Chairman Madigan indicated he had a scheduling conflict.

9. UPDATE ON STATUS OF VEHICLE REPLACEMENT:

Chief Arcari reported the company managing the Lease Agreement, Lease One, has a policy that they require a payment within 2 years of signing the Lease Agreement. They have proposed the Department make a \$10,000 payment which would be considered a down payment on the vehicle; the payment would be due in March, 2024. The revision in the Lease Agreement would require that First Selectman Bowsza and the Department resign the present document.

Discussion followed regarding payment due at receipt of the vehicle. Chairman Madigan indicated that the \$439,338 would now become \$429,338, taking into account the \$10,000 down payment due March, 2024.

MOTION: To AUTHORIZE the third revision to the Lease Agreement, Option 1, including a down payment of \$10,000 due March, 2024.

Loos moved/Macsata seconded/DISCUSSION: Nothing additional.

**TOWN OF EAST WINDSOR
BROAD BROOK FIRE COMMISSION
Regular Meeting – March 14, 2022
In-Person and ZOOM Teleconference
Meeting ID: 687 566 5576
Passcode: Fire39BB
MEETING MINUTES**

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

Chairman Madigan indicated he'll sign the Lease Agreement and deliver the document to First Selectman Bowsza's Office tomorrow.

10. QUESTIONS/COMMENTS FROM COMMISSION MEMBERS:

Chairman Madigan called for comments from the Commissioners.

Vice Chairman Macsata questioned the status of a permanent Building Inspector for the Town? Fire Marshal Austin advised the Commission former Building Inspector Stanley resigned, within a day the Building Department Administrative Assistant retired. The Department currently has a significant backlog of pending Building Permits. Under the agreement with the Town of South Windsor each Building Inspector is allowed to work only a specified number of hours a week. Town Fire Marshal Austin reported no one from the Town was present at the recent fires.

Vice Chairman Macsata questioned if this situation is an impediment to fire services the Department is able to provide the taxpayer? He suggested the Commissioners should send a communication to the Town's leadership advising them of the impact on the Department's services. Chairman Madigan and Vice Chairman Macsata will draft a letter to be sent to the First Selectmen's Office.

11. ACTIONS REQUIRED TO MOVE FORWARD:

No discussion this evening.

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

No Executive Session this evening.

13. ADJOURNMENT:

MOTION: To ADJOURN this Meeting at 7:20 p.m.

Loos moved/Masters seconded/DISCUSSION: None.

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

**TOWN OF EAST WINDSOR
BROAD BROOK FIRE COMMISSION
Regular Meeting – March 14, 2022
In-Person and ZOOM Teleconference
Meeting ID: 687 566 5576
Passcode: Fire39BB
MEETING MINUTES**

Respectfully submitted:

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