

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

**Monday, April 18, 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; **First Selectman Jason Bowsza;** **Board of Selectman Liaison to the Broad Brook Fire Department Commission;** Selectman Alan Baker. The recording secretary joined the Commissioners remotely.

**1. CALL TO ORDER:**

Chairman Madigan called the April 18, 2022 Regular Meeting of the Broad Brook Fire Commission to Order at 7:02 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

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Brook, CT, and is being held via teleconference as well to encourage greater public participation.

**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; Selectman Baker, the Board of Selectman Liaison to the Broad Brook Fire Commissioners Commission, and the recording secretary joined the Commission virtually.

**3. APPROVAL OF MEETING MINUTES/a. March 14, 2022 Regular Meeting:**

Chairman Madigan noted the availability of the March 14, 2022 Regular Meeting of the Broad Brook Fire Commissioners Meeting. He asked for comments or revisions. Hearing no request for revisions 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 March 14, 2022 as presented.**

**Macsata moved/Loos 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 a mailer has been sent to the public questioning the legality of the Broad Brook Fire Department Commission and the cost of fire services. Chairman Madigan felt the Commission's response to the mailer was to not publicly comment.

Vice Chairman Macsata noted the Commission has gone through the process of appointment, and the Minutes are available for the public to review. He concurred that there has been a change in the budget process but felt the people in Broad Brook are being taxed a reasonable amount to provide safe and equitable fire services.

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Chairman Madigan reported he had asked First Selectman Bowsza to attend this meeting to explain the reappointment process for the various members whose terms are expiring this year. Chairman Madigan suggested the Commission take Agenda **Item 8 – DISCUSSION WITH FIRST SELECTMAN BOWSZA REGARDING PROCESS FOR VOTING ON BBFD COMMISSIONERS MEMBERSHIP, next.**

**8. DISCUSSION WITH FIRST SELECTMAN BOWSZA REGARDING PROCESS FOR VOTING ON BBFD COMMISSIONERS MEMBERSHIP:**

First Selectman Bowsza advised the Commissioners the Ordinance calls for three classes of membership – A, B, and C – which stagger the appointment dates. Candidates are nominated through the two Political parties; candidates are then elected on a ballot. Candidates could also petition for appointment, or write in a name on the ballot for appointment.

First Selectman Bowsza noted this is the first time for the Commissioners to be elected. Vice Chairman Macsata asked which Commissioners are up for re-election? First Selectman Bowsza reported the Class A members are Commissioner Loos (Unaffiliated), Commissioner Masters (Democrat), and Commissioner Ouellette (Republican). First Selectman Bowsza suggested the reappointments will appear on the first Referendum vote.

Discussion followed regarding the intention of the various members to seek reappointment.

Chairman Madigan thanked First Selectman Bowsza for attending to explain the reappointment process for the Commissioners.

**6. REPORT FROM CHIEF ARCARI:**

Chief Arcari reported on the following:

- The Department responded to 61 calls during the past month. One of the calls was a significant fire on Church Street which involved a fatality. Chief Arcari reported the Department did a good job responding, the inability to get the resident out of the apartment was difficult for everyone.

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- The BBFD, Inc. Budget has gone through both the Board of Selectmen and the Board of Finance, and is a zero-increase budget.
- The Board of Selectmen voted to accept the Resolution for the Lease/Purchase Agreement for the new fire apparatus. First Selectman Bowsza concurred, noting the Resolution will be an item on the Agenda for the Town Meeting next Thursday.
- Regarding the Fire Department budget for the current year, expenditures are current as anticipated, except for gas which may go up. Chief Arcari suggested the Department can make adjustments if necessary.

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

Fire Marshal Austin offered the following comments:

- Discussion continues regarding sharing expenses for equipment for the Fire Marshal. Fire Marshal Austin had asked BBFD to share the cost of an I-pad for his use while going to calls and preparing reports, WHP questioned who would actually own the device. Chairman Madigan reiterated BBFD remains agreeable to sharing the cost of Fire Marshal Austin's cell phone service.

**MOTION: That the Broad Brook Fire Commission share in the cost of cell phone service for Town Fire Marshal Austin.**

**Macsata moved/Loos seconded/DISCUSSION: None.**

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

- FOI requests have already been requested related to the fire at 5 Church Street.
- Review of various properties being investigated regarding occupancy or illegal businesses.

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Vice Chairman Macsata noted that discussion had previously occurred regarding re-inspection fees. He noted fees for fire services are already included in the basic BBFD budget, he questioned the status of re-occurring fees associated with return inspections. Fire Marshal Austin suggested additional fees may be incurred if he needs to make subsequent visits to locations.

The Commission thanked Fire Marshal for joining them to discuss his activity related to the Broad Brook residents.

**8. DISCUSSION WITH FIRST SELECTMAN BOWSZA REGARDING PROCESS FOR VOTING ON BBFD COMMISSIONERS MEMBERSHIP:**

See discussion above.

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

See discussion under Chief Arcari's Report.

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

Chief Arcari reported the vehicle replacement continues on schedule. The vehicle has been ordered and is being reviewed by engineering representatives.

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

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

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

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

Chairman Madigan reported the Commission will hold an EXECUTIVE SESSION this evening; he called for a motion.

**MOTION:    To GO INTO EXECUTIVE SESSION at 7:33 p.m. Attending the EXECUTIVE SESSION will be the BBFD Commissioners.**

**Macsata moved/Loos seconded/DISCUSSION:**    None.

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

LET THE RECORD SHOW the Recording Secretary signed out of the meeting at 7:33 p.m.

Chairman Madigan reported the Commissioners came out of **EXECUTIVE SESSION** at 8:00 p.m.

Having no other actions to take Chairman Madigan ADJOURNED the April 18, 2022 Meeting of the Broad Brook Fire Commission at 8:00 p.m.

**14 ADJOURNMENT:**

See Chairman Madigan's **ADJOURNMENT** of the meeting above.

Respectfully submitted:

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