

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

**Monday, August 15, 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, Ron Masters, William Towers, Jr.

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

**PARTICIPANT LIST:**      **Assistant Chief Bancroft hosted the meeting. Broad Brook Fire Department Commissioners:** Jay Madigan, Gil Hayes, Bill Loos, Ron Masters, Cal Myers, William Towers, Jr. **Broad Brook Fire Department Chiefs:** Tom Arcari, Chief; Gerald Bancroft, Assistant Chief.

Commissioner Hayes and the Recording Secretary joined the Commissioners remotely.

**1.      CALL TO ORDER:**

Chairman Madigan called the August 15, 2022 Regular Meeting of the Broad Brook Fire Commission to Order at 7:01 p.m. The in-person Meeting is being held in the Senior Center Meeting Room above the Broad Brook Fire station located at 125 Main Street,

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Broad Brook, CT, The meeting is also being held via teleconference to encourage greater public participation.

**2. ROLL CALL:**

Chairman Madigan noted the Commission has established a quorum with six members present. Chairman Madigan, Commissioner Loos, Commissioner Masters, Commissioner Myers, and Commissioner Towers were present at the Fire Station; Commissioner Hayes joined the Commission remotely.

Vice Chairman Macsata was absent this evening.

**3. APPROVAL OF MEETING MINUTES/A. July 18 Regular Meeting Minutes:**

Chairman Madigan acknowledged the availability of the Meeting Minutes for the Commissioners' Regular Meeting held on July 18, 2022. He asked if the Commissioners had any comments or revisions; no one requested any changes. Chairman Madigan called for a motion of approval.

**MOTION: To APPROVE the Regular Meeting Minutes of the Board of the Broad Brook Fire Department Commission Meeting dated July 18, 2022 as presented.**

**Loos moved/Towers, Jr seconded/DISCUSSION: None**

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

**4. PUBLIC PARTICIPATION:**

Chairman Madigan announced this opportunity for the in-person public to offer comments or raise questions. No one requested to speak. Chairman Madigan offered the remote participants an opportunity to speak; no one requested to be acknowledged.

**5. COMMUNICATIONS:**

Chairman Madigan noted the Selectmen's proposal to consolidate Senior and Social Services at the Scout Hall facility on Abbe Road. That proposal would enable the Broad Brook Fire Department to utilize both floors of this fire station. At previous meetings the Commissioners had discussed meeting with First Selectman Bowsza and the Board of Selectman to discuss forming a sub-committee to consider how to use the fire station. Chairman Madigan suggested, with the Commissioners' approval, he will request to be

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added to the Board of Selectmen's agenda to open discussion. The Commissioners agreed with Chairman Madigan's suggestion.

**6. REPORT FROM CHIEF ARCARI:**

Chief Arcari reported on the following items:

- The Broad Brook Fire Department responded to 71 calls for July.
- The Chiefs are still working with Seagraves on the specifications for the replacement fire vehicle.

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

Fire Marshal Austin was unable to attend this meeting; no report was submitted.

**8. STATUS OF BROAD BROOK FIRE DEPT INC. BUDGET:**

Chief Arcari reported the remainder of the current budget is really the part-time firefighter salaries, and the salary for the Fire Marshal.

Chief Arcari then referenced the second sheet of the budget which addresses revenues. He noted that if taxpayers don't make an installment payment in July then they would be charged a late fee in December. The late fees would be passed on to the Fire Department as revenue.

Chairman Madigan asked if Chief Arcari had any concerns regarding the status of the current budget; Chief Arcari replied negatively.

Chief Arcari noted July 1 began a new budget year for the Department.

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

See earlier discussion under Chief Arcari's Report regarding the status of the replacement vehicle.

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

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Chairman Madigan offered the Commissioners an opportunity to raise questions or offer comments. No one requested to be acknowledged.

**11. ACTIONS REQUIRED TO MOVE FORWARD**

Chairman Madigan asked the Commissioners if they had additional items to discuss? No one brought up any discussion items.

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

Chairman Madigan reported the Commissioners would hold an Executive Session this evening, he called for a motion to go into Executive Session at 7:10 p.m.

**MOTION: To GO INTO EXECUTIVE SESSION Pursuant to C.G.S. 1-200 (6)(B) – pending negotiations – at 7:10 p.m. Attending the Executive Session will be Commissioners Madigan, Hayes (remotely), Loos, Masters, Myers, and Towers.**

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

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

LET THE RECORD SHOW the Recording Secretary signed out of the meeting at 7:10 p.m.

The Commissioners exited the Executive Session at 7:35 p.m.

The following actions were taken:

**MOTION: To RECOMMEND to the Board of Directors to adopt the Officer Incentive Program for 2022.**

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

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

**MOTION: To RECOMMEND to the Board of Directors to adopt the Officer Incentive Program for 2023.**

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

**VOTE: In Favor: Madigan/Hayes/Loos/Masters/Myers/Towers**

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**(No one opposed/No abstentions)**

**13. ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 7:40 p.m.**

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

**VOTE: In Favor: Madigan/Hayes/Loos/Masters/Myers/Towers  
(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