

Town of East Windsor

Broad Brook Fire Department Commission

Regular Meeting

Monday, September 12, 2022

7pm

Broad Brook Fire Station

Senior Center Meeting Room

125 Main Street, CT 06016

(in-Person)

AND

Meeting held via ZOOM teleconference

Meeting ID 687 568 5576

Passcode Fire39BB

**Meeting Minutes** – These meeting 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 Commissions: William Loos, Cal Myers

**PARTICIPANT LIST:**

Assistant Chief Gerald Bancroft hosted the meeting. Broad Brook Fire Department Commissioners: Jay Madigan, Gil Hayes, William Loos, Ron Masters, Cal Myers, William Towers, Jr. Broad Brook Fire Department Chiefs: Tom Arcari, Chief; Gerald Bancroft, Assistant Chief, Selectman Alan Baker and BBFD BOD Chairman David Lockwood also in attendance.

There was no public or commissioner participation via Zoom

**1. CALL TO ORDER:**

Chairman Madigan called the September 12, 2022 Regular Meeting of the BBFD Commission to Order at 7:00 pm. The in-person Meeting is being held in the Senior Center Meeting Room above the BBFD Fire Station located at 125 Main Street, 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 Towers, Jr., Commissioner Hayes, Commissioner Masters, Commissioner Loos and Commissioner Myers were present at the Fire Station.

Vice Chairman Macsata was absent this evening.

**3. APPROVAL OF MEETING MINUTES/A. Aug. 15 Regular Meeting Minutes:**

Chairman Madigan acknowledged the availability of the Meeting Minutes for the Commissioner's Regular Meeting held on Aug. 15, 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 BBFD Commission Meeting dated Aug. 15, 2022 as presented

Loos Moved/ Towers, Jr. seconded/DISCUSSION: None

VOTE: In Favor: Passed Unanimously (No one Opposed/No Abstentions)

Chairman Madigan asked for a motion to suspend the regular order of the agenda to take Fire Marshal Rich Austin out of order as he has another meeting to attend.

MOTION: Loos Moved/Towers, Jr. Seconded/DISCUSSION: None

VOTE: In Favor: Unanimous (No one opposed/No Abstentions)

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

Provided inspections at 155 Main St. – business owner opened new business without approval. Currently working on that now with other town officials. Also had an inspection at Mill Pond. Great progress being made next door at the Bartlett Property. There was an Oil Tank removal on Depot St. Had an inspection at 88 Main St., however upon walking in the owner was no were near ready for

inspection. It was cancelled and a later date was to be scheduled. Followed up on a complaint about fertilizers being stored in a barn(s) on Reservoir Rd. Type of fertilizers were dangerous if mixed or exposed inappropriately. Asked the owner to move them to a better and safer place and he obliged.

A request has come in from #5 Church Street for last 5 yrs. of inspections reports. FM Austin did not have that information since he's not been in that position for that length of time and is unable to provide such information.

Requested that the Commission set a fee schedule together for FOI requests as there has been quite a few coming in lately. END of REPORT

Chairman Madigan asked for a Motion to return to regular agenda order.

MOTION: Loos Moved/Towers, Jr. Seconded/DISCUSSION: None

VOTE: In Favor: Unanimous (No one opposed/No Abstentions)

#### **5. PUBLIC PARTICIPATION:**

Chairman Madigan noted that there was no public participation either in person or via remotely by Zoom. No one requested to be acknowledged or asked for an opportunity to speak.

#### **6. COMMUNICATIONS:**

Chairman Madigan communicated that he had spoken with First Selectman Bowsza about wanting to speak to the BOS concerning the use of the Senior center area upon them leaving. He stated First Selectman Bowsza acknowledged such and requested they postpone until after the November vote and wait to see what the outcome is prior to having a meeting on the Center.

Chairman Madigan also stated he approached the BBFD Board of Directors at their monthly meeting to discuss the incentive increases for the Officers. At that time the Chairman of the BBFD BOD requested to table the discussion until all of its members are present for the discussion.

#### **7. REPORT FROM CHIEF ARCARI:**

65 Calls for service for the Month of August.

There is going to be a recruitment drive that will take place at Ellington Fire Departments Station located on Pinney Street. Will take place on Oct. 1<sup>st</sup> starting at 10am and running till approx. 4pm. This drive is a culmination of 4 area departments (BBFD, Ellington, South Windsor and Vernon) and is geared towards recruiting new volunteer members. There will be festivities throughout the day with each department doing a demonstration. BBFD will be doing an extrication demonstration. He suggested if any commission member have the time to stop by and observe it may be beneficial to watch and show support.

We are moving to a new Fire Reporting System. Assistant Chief Bancroft filled in the commission why a move was needed. As of right now our current system was bought out by ESO Company and we were going to need to either go with them or find another vendor. After some searching, the vendor First Due was selected and will be slightly less expensive than the ESO vendor and be just as good if not better.

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

Updated budget report was passed out. Was unable to get to the town hall treasurer to get updated part time staff and Fire Marshal budget figures. However no unforeseen issues at this time.

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

The latest blueprints of the truck are in and posted downstairs in the firehouse. At this time, the apparatus is still scheduled to be delivered on time and without issues.

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

Chairman Madigan offered the Commissioners an opportunity to raise questions or offer comments.

Commissioner Masters asked about the final figures on last year's budget. It was brought up by Chief Arcari that those numbers were submitted last month and that there was a balance left over due to the part time salary line, the fire marshals line and the fact that there was money collected more than needed due to the mill rate that was set.

**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. SECTION 1-200 (6)(B)**

Chairman Madigan noted that there was no need for Executive Session as there was no business to discuss at this time.

**13. MEETING ADJOURNMENT:**

Chairman Madigan asked for a Motion to Adjourn.

MOTION: Loos Moved/Hayes Seconded/DISCUSSION: None

VOTE: In Favor: Unanimous (No one opposed/No Abstentions)

Respectfully submitted:

By Assistant Chief Gerald Bancroft in the absence and on behalf of Peg Hoffman, Recording secretary for  
The Town of East Windsor Broad Brook Fire Department Commission.