

Town of East Windsor
Broad Brook Fire Department Commission
REGULAR MEETING

Monday, October 17, 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: Bill Loos, Cal Myers.

PARTICIPANT LIST: **First Selectman Bowsza hosted the meeting. Broad Brook Fire Department Commissioners:** Jay Madigan, Nick Macsata, Gil Hayes, Bill Loos, Cal Myers; **Broad Brook Fire Department Chiefs:** Tom Arcari, Chief; Gerald Bancroft, Assistant Chief; Jim Bancroft, Deputy Chief; **Town Fire Marshal:** Richard Austin. Selectman Baker, Board of Selectmen Liaison to the BBFD Commissioners, and the recording secretary joined the Commissioners remotely.

1. CALL TO ORDER:

Chairman Madigan called the October 17, 2022 Regular Meeting of the Broad Brook Fire Commission to Order at 7:00 p.m. in the Senior Center Meeting Room, 125 Main Street, Broad Brook, CT. The Meeting is also being held via teleconference.

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2. ROLL CALL:

Chairman Madigan noted the Commission has established a quorum with 5 members present. Chairman Madigan, Vice Chairman MacSata, Commissioner Loos, and Commissioner Myers were present at the Fire Station; Commissioner Hayes joined the Commission virtually.

Commissioners Masters and Commissioner Towers were absent this evening.

3. APPROVAL OF MEETING MINUTES/A. September 12, 2022 Regular Meeting Minutes:

Chairman Madigan called for comments or revisions, no one requested any changes. Chairman Madigan then called for a motion of approval.

MOTION: To APPROVE the Regular Meeting Minutes of the Board of Broad Brook Fire Department Commission Meeting dated September 12, 2022 as presented.

Loos moved/Myers seconded/DISCUSSION: None

**VOTE: In Favor: Madigan/Macsata/Hayes/Loos/Myers
(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 met with the Board of Directors to discuss the Incentive Program, which was passed unanimously. The Board of Directors is looking at the remainder of the Incentive Program, Chairman Madigan will update the Commissioners as he has more information.

6. DISCUSSION OF 2023 MEETING SCHEDULE:

MOTION: To POSTPONE discussion of the 2023 Commissioners Meeting Schedule until the November Meeting.

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Macsata moved/Myers seconded/DISCUSSION: Approval of the meeting schedule is postponed until the Commissioners can review a printed schedule.

VOTE: In Favor: Madigan/Macsata/Hayes/Loos/Myers

(No one opposed/No abstentions)

7. REPORT OF THE FIRE CHIEF:

Chief Arcari reported on the following items:

- The Department answered 65 calls this past month.
- The Department participated in a multi-town recruitment drive on October 1st and may have interested a couple of individuals.
- On November 12th the Department will give a live burn demonstration at a time and place to be determined.

8. REPORT FROM FIRE MARSHAL AUSTIN:

Fire Marshal Austin provided the Commissioners with a report of his activities during the past month. He reported on the following:

- He has been to all the locations listed on his report at least once.
- He has also been able to complete reinspections on several properties, including 136 Main Street where he found the basement to be messy. The same person owns 155 Main Street
- He continues to get FOI requests for 5 Church Street, and noted he is incurring the cost of providing the necessary paperwork.
- He tried to inspect 88 Main Street but the property owner and contractor weren't ready for him as they didn't know what his inspection would incur. He'll return when they're prepared.

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- He suggested Ken Rich, the new Building Inspector, is very thorough and should be an asset for the Town.
- He spent a lot of time at Town Hall trying to acquire information on 3 and 4 family dwellings in Town but has had some difficulty getting a list.
- There's a new bakery on Wapping Road. The owners were unaware they needed to submit plans to the Town so Fire Marshal Austin is holding up their permit until their paperwork is filed.

Commissioner Myers questioned if the cost of the FOI paperwork could be charged to the Town? Fire Marshal Austin suggested the cost is \$5 to \$10 for the initial page and then an additional 50 cents or a dollar per subsequent page. Commissioner Macsata suggested the Commission follow the Town's procedures.

MOTION: The Fire Marshal should use Town funds to pay for the cost of providing FOI requests.

Myers moved/Macsata seconded/DISCUSSION: None

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

9. STATUS OF BROAD BROOK FIRE DEPT INC. BUDGET:

Chief Arcari reported the Department's Budget remains on track.

10. UPDATE ON VEHICLE REPLACEMENT:

Chief Arcari reported the truck goes into production in December or January, replacement is still on schedule.

11. QUESTIONS/COMMENTS FROM COMMISSION MEMBERS:

Chairman Madigan asked if the Commissioners had any comments they would like to raise, no one requested to be acknowledged.

12. ACTIONS REQUIRED TO MOVE FORWARD:

Chairman Madigan asked if the Commissioners would like to discuss any other items; no one raised any issues.

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

Chairman Madigan reported there would be no Executive Session this evening.

14. ADJOURNMENT:

MOTION: To ADJOURN this meeting at 7:13 p.m.

Macsata moved/Loos seconded/DISCUSSION: None

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

Respectfully submitted:

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