

Town of East Windsor
Broad Brook Fire Department Commission
REGULAR MEETING

Monday, December 12, 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, William Towers, Jr., Ron Masters

Alternate Commissioners: Bill Loos, Cal Myers

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, William Towers, Jr.; **Broad Brook Fire Department Chiefs:** Tom Arcari, Chief; Gerald Bancroft, Assistant Chief; **Town Fire Marshal:** Richard Austin.

Also joining the Commissioners this evening was resident Kathy Macsata.

The recording secretary joined the Commissioners remotely.

1. CALL TO ORDER:

**TOWN OF EAST WINDSOR
BROAD BROOK FIRE COMMISSION
Regular Meeting – December 12, 2022
In-Person and ZOOM Teleconference
Meeting ID: 687 566 5576
Passcode: Fire39BB
MEETING MINUTES**

Chairman Madigan called the December 12, 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.

2. ROLL CALL:

Chairman Madigan noted the Commission has established a quorum with seven (7) members present. Chairman Madigan, Vice Chairman Macsata, Commissioner Hayes, Commissioner Loos, Commissioner Masters, Commissioner Myers, and Commissioners Towers, Jr. were present at the Fire Station.

3. APPROVAL OF MEETING MINUTES/a. November 14, 2022 Regular Meeting Minutes:

Chairman Madigan noted the availability of the Minutes of the Commissioners' November 14, 2022 Meeting. He called for comments or revisions, or a motion of approval.

MOTION: To ACCEPT the November 14, 2022 Regular Meeting Minutes as presented.

Macsata moved/Loos seconded/DISCUSSION: None

**VOTE: In Favor: Madigan/Macsata/Hayes/Loos/Masters/
Myers/Towers, Jr.
(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: None

6. REPORT OF THE FIRE CHIEF:

Chief Arcari reported on the following items:

- The Department responded to 81 calls this past month:
- The replacement vehicle is on schedule as proposed

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7. REPORT FROM FIRE MARSHAL AUSTIN:

Fire Marshal Austin updated the Commissioners regarding his assistance with plan reviews.

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

Chairman Madigan reported he understands the Town plans to seek Federal Grants to fund the Scout Hall renovations to make it into the multi-use facility.

Vice Chairman Macsata suggested because of the outcome of the vote on Scout Hall it may be a good time for the Commissioners to consider a needs assessment for the continued use of this building by the Fire Department going forward. Reviewing the proposed FY 2023/2024 Budget Assistant Chief Bancroft referenced a fund balance left over from last year, he questioned if any of those funds could be used to hire a company to do the needs assessment suggested by Vice Chairman Macsata. Chairman Madigan questioned if any of that balance would be used for the incentive upgrades? Chief Arcari suggested increases for salaries for the part-time firefighters are covered under the part-time salary line. The raises are minimal, at approximately \$1/hour. Assistant Chief Bancroft noted it's been two (2) years since the firefighters have gotten raises. Vice Chairman Macsata suggested the District should be paying for the future use of this building, he reiterated his suggestion to consider pursuing a needs assessment for the long-term use of this building.

Assistant Chief Bancroft concurred with Vice Chairman Macsata; he suggested it would be good for the Commissioners and the Department to look into a study on the utilization of this building. Even if the Seniors leave this building it isn't set up for the needs of the Fire Department. He recalled that when he and Vice Chairman Macsata attended the conference this past year information was available on companies who perform such studies; he estimated the cost of such studies to be approximately \$20,000.

The Commissioners reviewed additional budget costs. Chairman Madigan noted insurance has come in at a 3% increase; Vice Chairman Macsata suggested increasing the insurance line to 5% to consider inflation. Chief Arcari noted gas/fuel has been increased as well.

Chairman Madigan requested Assistant Chief Bancroft and Vice Chairman Macsata to provide the names of those contacts for the next meeting.

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The Commissioners opened discussion on the Budget Workshop; Chairman Madigan noted it's been included in the Commissioners' 2023 Meeting Schedule for January 9, 2023.

Vice Chairman Macsata thanked the Chiefs for proposing a budget which minimized the impact on taxpayers. He noted the work that's gone into developing their proposal, and suggested the budget proposed is a reasonable and responsible budget. Based on the budget before us Vice Chairman Macsata suggested the Commissioners could cancel the Budget Workshop scheduled for January 9, 2023.

Hearing no opposition to his suggestion Vice Chairman Macsata made the following motion:

MOTION: To ELIMINATE the January 9, 2023 Budget Workshop.

Macsata moved/Hayes seconded/DISCUSSION: None

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

9. UPDATE ON STATUS OF VEHICLE REPLACEMENT:

See discussion under Chief Arcari's Report

10. QUESTIONS/COMMENTS FROM COMMISSION MEMBERS:

Chairman Madigan called for comments or questions from the Commissioners; no one raised any additional questions.

11. ACTIONS REQUIRED TO MOVE FORWARD

Chairman Madigan asked if there were any actions the Commissioners would like to discuss; no one requested to be acknowledged.

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

Chairman Madigan noted the Commission has no EXECUTIVE SESSION this evening.

13. ADJOURNMENT:

Chairman Madigan called for a motion to ADJOURN this meeting.

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MOTION: To ADJOURN this meeting at 7:32 p.m.

Loos moved/Macsata seconded/DISCUSSION: None

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

Respectfully submitted:

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