



# **Warehouse Point Fire District**

## **Meeting Minutes**

### **Monday June 7, 2021**

#### **Station 138, 89 Bridge Street East Windsor**

#### **Time: 7pm**

Call to order: 7 pm

Attendance: Austin Holden, Charlie Miller, Charlie Nordell, Louis Flynn, Rachel Safford, Kevin Clynych

Added Agenda Items: Motion made by Rachel Safford to add an update of the Fire Marshal agreement with Board Brook, which will be added to the fire marshal report, Charlie Nordell second. All in favor

Treasurers Report: We are near the end of the fiscal year; we are at about 80% of the current budget spent. None of the major categories are overspent, some of the lines within the major categories are overspent. The grand list did go down by about \$10 million, which means a reduction of \$18,000.00 for the district. The budget might need to be looked at when we get the final number. We could change the amount we are putting in CIP and the FM fees line.

Motion to approve the treasurer report as presented Rachel Safford, Charlie Miller second. All in favor  
I have asked Jill to include an agreement letter the accountant sent us for the work he will be doing for us, this is a standard agreement that we sign each year.

Motion to allow the chair to sign the agreement with the account Charlie Nordell, Rachel Safford second.  
All in favor

Clerks Report:

-Approval of meeting minutes: Motion to approve the meeting minutes from May 3, 2021, Charlie Nordell, Charlie Miller second. All in favor

Chairperson's Report

-Town Communication: Chairman signed a document for the mill rate of 1.9 with the town tax collector for her file.

Station 1 Building Addition Committee:

-Clerk of the Works Update: Building Addition

1. Building addition is currently on schedule to be completed at the end of the month or the beginning of July.
2. The State of Connecticut is requiring we change the existing catch basin in front of the firehouse. This catch basin will be in the path of our driveway extension. We also had to enter into an agreement with the state of our responsibilities with the new structure. This will add an extra cost of approximately \$6,000-10,000 dollars onto the total cost of the project
4. Piping the roof drains into the retention pond was not included in the original price of the job. This will require 2 additional change orders with an additional cost of \$5,000.00 (change order emailed by the

Chief on June 2 at 7:40 am). It is a safety issue to have the drains drain onto the parking lot, with the front of the addition facing the north side – less sun = more ice.

5. The concrete floor has been completed

6. The concrete apron in the front of the addition at this point only extends 6 feet from the building. Due to the weight of the apparatus, the Chief recommends that we should expand the apron to approximately forty feet to the flag pole curb. Concrete will outlast the asphalt, especially with the weight constantly driving over it. The estimate with removing the asphalt and changing to concrete would be an additional \$17,000.00-\$20,000.00

7. As of now the total cost of the project is 785,638.61 This does not include the stipend for the clerk of the works Include the stipend the total project is 805,790.61

Lou: Is the 785,638.61, does this include all the fees so far. Yes, that is all the costs. Discussion of the length of concrete for the front of the driveway to help with the weight of the truck driving over it. Discussion of the state agreement, we signed an agreement for the change of responsibility for the drain in the road, it is now our responsibility. It is in the path of our driveway. We are only responsible for the structure not the flow of water.

Motion to sign the change order from Crocker Building for the rear downspouts for the amount \$2123.00, allowing the chairman to sign, Charlie Nordell, Kevin Clynch second. All in favor

Motion to make a \$123006.00 payment to Crocker builder for the June bill, Charlie Nordell, Austin Holden second. All in favor

Concrete extension: chief would like to make the concrete 40ft or to the road which would be about \$30,000.00, it would be six inches thick. It would be 13,000 more to go to the road. Chief will get a quote for the exact amount. Discussion of the concrete apron.

Motion to allocate \$20,000 from the fund balance to the building addition account to put towards the extension of the concrete apron from the building to the road, Kevin Clynch, Charlie Nordell second. All in favor

-Firetruck progress report: There is some delay due to shortages, the steering wheels are back-ordered. We should be on schedule with the production of our truck, the manufacturing has not started.

New Business:

-Motion to Transfer \$47,000.00 out of CIP into line 402 Vehicle General Maintenance and repair for the fiscal year 2021-2022 for the purchase and installation of No Smoke direct source diesel exhaust filtration system on district fire trucks Rachel Stafford, Austin Holden second.

All in favor

Old Business:

-New software update: We are still working on the input of the software.

- Review and discussion of the draft District Charter: NA

-Update of Hose Company 1: Jim Barton: Hose Company, is the fire department going to be responsible for any part of the building? Will the taxpayers be solely responsible? Kevin: The district will be responsible. The department will be painting the outside of the Hose Company using the funds from the donation made by Tony D. Kevin: the district owns it and will take care of everything. Rich: The department does not get enough help to keep holding fundraisers due to a lack of volunteers. We are not

in business to make money; we are just getting by. Jim Barton: We just need an agreement; the changeover was made quickly.

Fire Marshal Report: I have been working on the software this past month, The software will perform an inspection on the location once we have all the codes loaded in. We do have more conversions to do. I am asking to start a conversation about purchasing a new Fire Marshal vehicle.

My current SUV has a charging issue, as well as a brake issue.

Kevin: we still need to have a conversation with the town before we talk about purchasing a new vehicle, and we need to talk about getting more inspections done. Rich: With the new software you can get the whole inspection done before you leave the building. Kevin: Who do we need to talk to in Broad Brook? We need to talk to the chairman of the BBFD commission. BBFD should pay half of the vehicle expense. Discussion of the inspection to be done. There is a brake issue, it does not work, it is not safe.

Motion to take the FM vehicle off the road until it is serviced and deemed safe, Kevin Clynch, Rachel Safford second. All in favor

Motion to approve the fire marshal report as presented Charlie Nordell, Rachel Safford second. All in favor

Fire Chief's Report: 61 calls in May, in-house drills are going well. Engine 6 leaks, the water tank will not stay full. We need to purchase meters; it will cost us 6000.00. Our 1970 Hurst tool will not open a car, we can purchase two new tools for 3500.00. Motion to purchase 5 meters for \$6250.00, moving the money from annuity line to the safety equipment line Kevin Clynch, Austin Holden second. All in favor

Motion to purchase Hurst tools out of the gm repair line Kevin Clynch, Rachel Safford, second.

All in favor

I would like to purchase an iPad to automatically log each vehicle at the location of the emergency call. This would cost \$5000.00 and a monthly fee of 200.00 for the cell service. The monthly cost could come out of the vehicle line for next year's budget. Motion to purchase iPads and mounting brackets, transfer the money from works comp to computer software line not to exceed 6500.00, Rachel Safford, Charlie Nordell second. All in favor.

Motion to purchase a new computer for the FM office not to exceed 2000.00 moving money outbuilding maintenance line to computer software line Charlie Nordell, Austin Holden second. All in favor

We had the close-out meeting with the town regarding the OSHA inspection. We are one of the best departments in town, we will get a report in 60-90 days. Motion to approve the fire chief's report as presented, Charlie Nordell, Charlie Miller second. All in favor

## Correspondence

-Letter from accountant

## Public Session

## Executive Session

Adjournment: Motion to adjourn 9:11 Rachel Safford, Charlie miller second. All in favor

Submitted by Jill Caron