



# **Warehouse Point Fire District**

## **Meeting Minutes**

### **Monday, December 6, 2021**

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

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

Call to order: 7 pm

#### Attendance:

Present: Louis Flynn, Rachel Safford, Austin Holden, Charlie Nordell, Charlie Miller

Absent: Kevin Clynych

Added Agenda Items: Fire Marshal's Proposed Fee Schedule to the agenda for discussion, item will be added to FM report

Treasurers Report: Almost all the money has been moved to the new bank account at webster. The grant account is connected to the Santander account, we will look into this further. Motion to accept the treasurer report Rachel Safford, Charlie Miller second. All in favor

#### Clerks Report:

-Approval of meeting minutes: Motion to approve the November 1 regular monthly meeting Charlie Nordell, Charlie Miller second. All in favor

#### Chairperson's Report

-Town Communication: NA

I spoke with attorney Carl Landolina, before thanksgiving he had proposed changes to the contract, they would like to give a special warranty deed. They are providing title insurance. We had a special meeting last week and voted to move forward, a special district vote will be held on the 13th.

New Business: NA

#### Old Business:

- Discuss and take action on 81 Bridge Street East Windsor CT, Bank of America: NA
- Review and discussion of the draft District Charter: next year
- Update of Fire Marshal Vehicle, sharing Fire Marshal costs: Old FM SUV is all ready to be sold, Book value is \$5900.00. Chief is going to post the SUV for \$10,000.00. Sharing of the FM costs: I sent a letter to the chairman, Jay Madigan.
- Rich has spoken to them; they are going to pay for half the cost of my last training. Discussion of sharing costs. Charlie Nordell, we should send a formal letter. Louis will send a letter asking for a response.
- Software-update: We paid for the new software; they are going to start us with the implantation team.

Fire Marshal Report: Discussion of new business in town. There is a lot of delays due to shortages in new construction. New business at 12 craftsman road, it is being redone. Motion to approve the Fire Marshal report Charlie Nordell, Charlie Miller second. All in favor

Fee schedule: Below is a summary of the changes and why.

#### - Major Changes

For site plan reviews:

Change the fee of the building plan review from a square footage basis to a cost basis (what cost, or will cost, to the completion of the building or unit).

- Costs for the building can be found through town required documents.
- This includes the building(s)/addition(s), the plan for the sprinkler unit(s), and the fire alarm system.

Why?

The current schedule does not account for the potential of complex, intuitive, buildings, big or small. The proposed schedule would account for intuitive plans that take time to approve and give approval. Compensating the Fire Marshal's Office, ultimately the district, for commensurate time and knowledge.

Outside of the scope of Plan Reviews and Annual Inspections: Oil Tank Removal - \$50 Subject to change per the commission's decision

What the taxpayer is getting for this service:

The Fire Marshal attestation that the tank was removed, no debris/fluids are contaminating the tank's location, and thus giving the property a "clean bill of health," respective to the tank removal.

Fines/Penalties for the delinquency of repairs

If the inspector finds items that are out of code and need to be repaired there will be a schedule of fines. The entity assuming responsibility (typically the owner) has 30 days after the inspection to correct the issue(s). If corrections have not been made upon the 60-day mark after the initial inspection then the fine, X\*, will be imposed and doubled upon each follow-up inadequate corrective measure.

The fine would be subject to discussion of the commission. The Fire Marshal's office retains the discretion to this policy based on circumstances. i.e., the entity could not correct the issue due to waiting on materials, etc. This discretion must have substantive support on file. All billings/repairs should be sent to the entity's owner and be the owners' responsibility to handle from there. In theory, this would expedite the issue to be fixed.

Open to Discussion

Do away with duplication of permit forms

Currently, district taxpayers fill out a permit for the town via Permit Link which is the town's permit application and documentation software. The taxpayer also has to fill out the form for the district as well, creating duplication of forms. The Warehouse Point Fire District Fire Marshal's Office has access to Permit Link and the Fire Marshal has to review the material regardless. It reduces both times for the taxpayer and Fire Marshall, as well as storage.

Note: this would not remove the fee that the district would bring in revenue as the services of review are still being met.

How would you enforce the fee for fines and penalties? Small claims court, Rich it would be an abatement. Being a fire marshal, the state will take over the case if it gets high. There is already the abatement process in place. Rich will talk to the state about the rules and regulations. Rich would be able to see the information needed from the permit link. Discussion of a fee schedule. Discussion of a fee for non-payment, and jill tracking the payments in QuickBooks, gather emails for the business owner.

Fire Chief's Report

51 calls for November, we have three new volunteers, one new cadet, 3 new FSM. New equipment for the truck is being ordered. The truck has been paid for. Discussion of insurance. Ask a rep from the insurance company to come speak about the insurance at the next meeting. The SCBA is more than the grant we got, the cost of products is higher, we are \$20,000.00 over. We think we can order 30 packs. The building is complete and paid for. I was researching 81 Bridge Street, I pulled up 12 south main street, the town was given an exemption. I think we need to ask if they use the figure based on exemptions or the actual cost? Charlie Miller: the new truck is not in service, tower one? The new truck is not in service yet, we are still waiting on equipment, tower one will still be in service. Motion to approve the report of the chief, Charlie Miller, Austin Holden second.

All in favor

Correspondence: NA

Public Session:

Jim Barton: We need to discuss the unfair taxation situation; this was an old problem and still a problem. There is still a significant amount of money that district taxpayers are still paying for. Examples are tax collection, we pay \$20,000.00, BB pays nothing, audit service, building maintenance line, the line in the BB budget is 0, there is no rent, repair or utilities, this will take some meetings, and cooperation. Along with workers comp, our salaries are the same yet there wc is half. BB budget is very hard to read, very vague. We need to fix this. I

think this is a misleading budget. The taxpayer should know what is in the budget. They added 200,000.00 for CIP, more staff, more hours, more raises, they have gotten a 6-7% raise each year. They have no computer line, but dues and fees for 20,000.00. The town could rent them the building that would include utilities. Charlie Nordell: I think people need to go to the Board of finance, people need to complain. There is power in numbers. Jim: We are taxpayers you should do something for us. We need to demand a meeting.

Executive Session: NA

Adjournment: Motion to adjourn the meeting at 8:49 Rachel Safford, Austin Holden second. All in favor