



Warehouse Point Fire District
Meeting Minutes
Monday November 7, 2022
Station 138, 89 Bridge Street East Windsor
Time: 7pm

Call to Order: 7:05 pm

Attendance: Rachel Safford, Charlie Miller, Charlie Nordlell, Kevin Clynch, Austin Holden, John Burnham

Public Session: Debbie Austin- I think that the commission need to come around more and attend fire department events. A few of you mentioned that you are unaware of the events that are put on by the WHPFD and Auxiliary. The events on promoted on Facebook and the sign out front.

Added Agenda Items: Motion to add information and events on the agenda John Burnham, Charlie Nordell second. All in favor

Motion to add bid procedure policy to the agenda Charlie Nordell, John Burnham second. All in favor

Treasurers Report: We are four months into the fiscal year at 48%, we should be around 33%. We have a few lines that are front loaded, like the bond payment, insurance and stuff. Lines are over due to inflations are vehicle fuel, snow. There are overages to building maintenance due to 81 Bridge Street. During the renovation there have been a few problems with the sewer, electrical that increased the cost. Motion to approve the treasurer report as presented Charlie Nordell, Charlie Miller second. All in favor

Clerks Report:

Motion to approve the meeting minutes from September 12, 2022 John Burnham, Austin Holden second. All in favor

Motion to approve the 2023 schedule of meeting John Burnham, Charlie Nordell second. All in favor

Chairperson's Report: New FSM Frankie Rodriguez. I received a resignation letter from Assistant Chief Rich Austin. Letter read aloud, Rich will be stepping down as Assistant Chief as of November 30th. I would like to thank Rich for his dedication and years of service. John Burnham- I do not accept his resignation. Thank you for your service. Motion to accept the resignation of Assistant Chief Rich Austin with regret John Burnham, Charlie Nordell second. All in favor, John Burnham opposed

Discussion of appointed of open positions. Motion to allow the Chief to appoint an interim person to fill vacant position Kevin Clynch, John Burnham second. All in favor

Motion to pay the interim position at the same rate of pay John Burnham, Kevin Clynch second. All in favor

New Business:

Snow removal contact discussion and signing: Motion to sign the snow contract with Austin Landscaping for a total of \$15,000.00 for the 2022-2023 snow season, John Burnham, Austin Holden second. All in favor John Burnham has requested that all events are placed on the bottom of the agenda to keep the commission informed.

Bid Procedure: Motion to adopt the bid procedure as written, effective 11-7-22, John Burnham, Austin Holden second. All in favor

Old Business:

Update on 81 Bridge Street: We will need about \$40,000.00 to cover the costs of the renovation. Moving forward on other projects we need to set clear project scope, stopping points, and a contingency budget for all projects. There was some issue they found with the electrical work that cause the original estimate to be a lot lower than the final cost. We believe that the sign for the front of the building can wait. The chief

has done a few projects along with members and FSM which has saved the district thousands of dollars.

Discussion of income. New sources of income: 91 calls, billing for service.

District Charter Progress: We will add this to the January meeting.

Discussion surrounding weekend emergency response: We have started paying everyone bi-weekly in hopes it will be an incentive to the volunteers. The volunteers received a \$17.00 per call stipend.

Discussion on other incentives for volunteers. The focus for next fiscal year will be on the members, invest in our people.

Annual review process: NA

Fire Marshal Report: Update on 250 South Main, 27 Pleasant Street. Owners of Pleasant street, the town and Rich have had many meetings to address the fire violations. The owner is cooperating with the time line and repairs. Motion to approve the Fire Marshals report as presented Austin Holden, John Burnham second. All in favor

Fire Chief's Report: Presented by Chairman Rachel: Capt. Hibbard retired, Assistant Chief Austin has retired. Motion to approve the chiefs report presented by Chairman Rachel, John Burnham, Austin Holden second. All in favor

Correspondence: NA

Public Session: John Burnham has had people from the community asking him some questions. He would like a bullet sheet with some questions and answers to provide to people when they ask.

Life of a fire truck?

Do we have too much equipment or not enough?

Who determines the life of the equipment?

Why a ladder truck?

Weight of the gear?

Executive Session: NA

Adjournment: Motion to adjourn the meeting at 8:30 John Burnham, Charlie Nordell second. All in favor

Submitted by Jill Caron