



WAREHOUSE POINT FIRE DISTRICT
Meeting Minutes
Monday April 6, 2020
Station 138, 89 Bridge Street East Windsor
Time: 7pm

Call to order: 7:25

Attendance: Louis Flynn, Charlie Nordell, Rachel Safford, Kevin Clynch, Kirk Montstream absent, Charlie Miller

I have asked that all reports from the Treasurer, Fire Chief, and Fire Marshal be made in writing and posted on the District website. Questions or comments regarding the same can be taken up at the May meeting of the Warehouse Point Fire District Board of Fire Commissioners.

Added Agenda Items: Motion to add the resignation of Kirk Montstream to the agenda, Charlie Nordell, Kevin Clynch second. All in favor

Letter of resignation of Kirk Montstream: Motion to accept the letter of resignation with regret Charlie Nordell, Rachel Safford second. All in favor

With the open spot on the commission what is the feeling with what we should do with the open spot. Charlie Nordell, I think we should seek new members and if someone is interested, they can fill the spot and seek re-election. We can post it on the Facebook page, BOS page. Louis, you want someone to volunteer for one month? Charlie, yes or they could seek re-election. Louis, I think it would be spinning our wheels, we have serious stuff to take care of. Kevin, I think that is would not be a bad idea, it would be a good idea. Rachel, I don't see any harm. Then we will see who will want to put their hat in the ring. Motion to promote and seek application for the open commissioner's spot Charlie Nordell, Rachel Safford second. All in favor.

Due to the Coronavirus emergency, Governor Lamont has issued an Executive Order 7I permitting governing boards to adopt the Annual Budget for the fiscal year July 1, 2020-June 30, 2021 and to set the mill rate sufficient. We have received an opinion from our attorney, Carl Landolina, Esquire, that in his opinion this Executive Order applies to the Warehouse Point Fire District. As such, this meeting will be conducted under that Order.

Treasurers Report: 75 % spent is where we should be and we are at 78% spent so we are very close. We have a few lines that are close. We are on track for this fiscal year. Motion to accept the treasurer as presented Charlie Nordell, Rachel Safford second. All in favor

Clerks Report: Motion to approve the March 2, 2020 meeting Charlie Nordell, Rachel Safford second. All in favor

Motion to approve the March special meeting Charlie Nordell, Charlie Miller second. All in favor

Chairperson's Report

-Town Communication: None, Charlie Nordell, this will be the norm, we should conduct normal business.

New Business:

Made by Louis Flynn, Resolution #1 Pursuant to Governor Lamont's Executive Order 7b Sec.1 Suspension of In-Person Open Meeting Requirements and 7I Sec. 13 Suspension of In-Person Budget Adoption Requirements for Municipalities. issued because of the Covid-19 pandemic facing the nation. I move to allow the Warehouse Point Fire District Board of Fire Commissioners to Adopt the Fiscal Year Budget 2020/2021 and set the appropriate Mill Rate sufficient, Second Charlie Nordell. All in favor

INCOME	
FIRE MARSHAL FEES	\$15,540.00
TAXES	\$809,956.51
TOTAL INCOME	\$825,496.51
EXPENSE	
ADMINISTRATIVE EXP	\$140,812.00
FACILITES	\$94,075.00
FIRE MARSHAL OFFICE	\$53,525.00
FIRE EQUIPMENT	\$33,100.00
FIRE APPARATUS	\$45,000.00
FIRE/MEDICAL TRAINING	\$8,600.00
COMPENSATION	\$358,377.00
CAPITAL IMPROVEMENT FUND	\$92,007.51
TOTAL EXPENSE	\$825,496.51

Rachel: I look at the FM office, with the goal of completing all inspection required of us to compete by law. The analysis would show a need for an additional hour for inspections. All commission are in agreement with the addtiontional hours for inspections. Jim Barton, just to be clear, the current hours are 20 hours FM, 10 hours inspectors, new hours would be an additional 5 for inspectors. Motion to move 6000 to the inspection line of the budget Kevin Clynch, Rachel Safford second. All in favor

16000-18000 is needed to cover a deficit in the budget we are seeing this year and to cover the projected deficit for next year.

Motion to move 18,161.00 to be put in the line for compensation line Charlie Miller, Charlie Nordell second. All in favor

Charlie Nordell, I think this is a good number, up from last year. Jim Barton, as already been discussed, this is the only line we could use to make the book balance.

Motion to reduce CIP to 92,007.51 in the new purposed budget Charlie Miller, Rachel Safford second. All in favor

Resolution #2

I Louis Flynn move to adopt the fiscal year July 1, 2020 to June 30, 2021 budget in the amount of 825,496.51, Charlie Nordell second. All in favor

Resolution #3

I Louis Flynn, move to adopt the mill rate of 1.7 mills for the Warehouse Point Fire Districts' fiscal year July 1, 2020 to June 30, 2021, Charlie Nordell second. All in favor

Old Business:

- District Bid Procedures: NA

- Casino: NA

- Expansion of District: NA

- Other sources of funds: We have not gotten a response from the town on a letter that we sent to them about pilot money.

Fire Marshal Report: We are currently not doing inspections due to Covid-19, I am working with the state on how to move forward on inspection. I have been fielding a lot of calls about the occupancy and other stuff dealing with Covid-19. Motion to accept the FM report as presented Charlie Nordell, Charlie Miller second. All in favor

Fire Chief's Report: Covid-19 has played a big part of daily operations here. March was business as usual with 44 calls. Covid-19, I made a guide book for the district, how we respond, how it has changed our daily response to calls. I have limited the amount of staff responding to call backs to limit exposure. The firehouse is lockdown to members only. I am working with the state to create tasks force. We are logging our additional costs which will be submitted to FEMA. I did address a issue with the first selectman about getting important information in a timely manner and it has improved. Motion to approve the chief report as presented Kevin Clynch, Rachel Safford second. All in favor

Correspondence: NA

Public Session:

Fred, where can I find the budget?

Chief, on our website: www.WHPFD.org

Executive Session NA

Adjournment Motion to adjourn the meeting 8:24 Charlie Nordell, Kevin Clynch Second. All in favor

Submitted by Jill Caron