



**Warehouse Point Fire District**  
**Meeting Minutes**  
**Monday April 4, 2022**  
**Station 138, 89 Bridge Street East Windsor**  
**Time: 7pm**

**Call to Order: 7pm**

**Attendance:**

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

**Absent:** Kevin Clynch

**Added Agenda Items:**

**Treasurers Report:** We are at  $\frac{3}{4}$  of the fiscal year.

We are at 77.7% spent of the operating budget, we are a little over on the spending for the fiscal year. Lines that are over are protective clothing, training, and fire marshal cell phone. Some lines are underspent, like the annuity line, workers comp, etc. I think we will be ok but need to stay vigilant. We need to start building up the fund balance and CIP again.

The insurance deductible came back with some savings. The current deductible is now \$250.00, \$500.00 for auto, if we increase we could save \$1400.00 annually. Discussion of deductible savings. Motion made by Rachel Safford, to approve the treasurer report as presented by treasurer Jim Barton, Charlie Nordell second.

**All in favor**

**Clerks Report:**

Motion made by Rachel Safford to amend and approve the meeting minutes from March 7th, amendment: to add the name of the speaker to the minutes as follows; "Jim Barton: The charge for square foot seems more consistent. Rich Austin: This was created by the commission a few years ago (2015), I changed it not knowing I needed a new ordinance. I have been using the new schedule for a while now.

It makes it easier for everyone to read.", Charlie Nordell second. All in favor

Motion made by Rachel Safford to approve the minutes from the budget workshop on March 14th, Austin Holden second. All in favor

**Chairperson's Report:**

-Update on 81 Bridge Street: The closing date is set for April 20, 2022. We have received the account numbers to switch over all utilities. The town IT guy came for a walk-through so we can get up and running with phone lines, firewalls, etc. In a regular closing, there are adjustments made to the seller. If taxes are prepaid they would get a refund. We don't have to pay taxes to the town. We have a phone call into the town to discuss how this will be handled at closing. Motion made by Rachel to approve the chairman report as presented, Charlie Miller second.

**All in favor**

**New Business: NA**

**Old Business:**

-Budget update and approval: From the last budget meeting we are at 1.95 mills, with an operating budget of \$956614.34.

**1.95 mills in taxes= \$969,293.73**

**Fire Marshal Fees= \$13,000.00**

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**Total income= \$982,293.43**

**Motion to approve the proposed operating budget of \$956614.34, with a mill rate of 1.95 for the fiscal year 2022-2023, the difference between operation budget and revenue to be allocated to CIP Rachel Safford, Austin Holden second. All in favor**

**Set Public hearing for April 18, 2022, Vote May 2, 2022**

**Motion to hold the public hearing Monday, April 18, 2022, Budget vote to follow on May 2, 2022, Charlie Nordell, Charlie Miller second.**

**All in favor**

**- Discussion of the draft District Charter:**

**The process for creating a district charter is a year-long process, we need to create a commission of no more than 15 people, 2 commissioners, 2 fire department members, 2 taxpayers and etc. The Charter commission would then start the process of holding public hearings, reviewing, editing, and creating a final draft of the charter. Once a final draft is approved and published it will then be presented to the Board of Fire Commission for approval. At this point, it can be added to the annual meeting for adoption.**

**-Fire Marshal Fees: We are creating a redline copy for review at our next commission meeting**

**Fire Marshal Report: Discussion of FM fees, review of fees from surrounding towns. Dan Peeler is no longer working for us. We did get a check from United Ag for their new building. Chief has done a lot of work with the software to get us up and running. Spike and I have continued to do inspections. Motion to approve the Fire Marshals report as presented Rachel Safford, Austin Holden second. All in favor**

**Fire Chief's Report: 46% fire, 52% medical, 54 calls for the last 31 days. We sent a survey out to the department; the results were to change the training day to Mondays. Truck 2 is in service, we are still waiting on a few pieces of equipment. SCBA was delivered and programmed. SCBA fit testing will be held on April 14th, and training on Air packs will be on April 18th, we are doing it with train the trainers by the company. We could possibly sell the old SCBA, we will outfit Engine 6 with our newest old packs. AFG grants will be closed out shortly.**

**Tomorrow morning at 11 am Selectman Bowza will be here for a photo for the Covid grant. We received a \$1500.00 grant from the water company. Chief will be out of town April 6-12. We have seen an increase in volunteers at calls.**

**Motion to approve the fire chiefs report Rachel Safford, Charlie Miller second. All in favor**

**Correspondence: NA**

**Public Session: Jim: I think there needs to be a policy and procedure on the collection of the Fire Marshal fees. This would state what kind of controls, and procedures for the collection of the fees.**

**Executive Session**

**Adjournment Motion to adjourn the meeting at 8:09 Rachel Safford, Charlie Nordell second. All in favor**