

BRIDGEPORT FIRE DISTRICT BOARD OF FIRE COMMISSIONER'S MEETING

February 15, 2022 "UNAPPROVED"

| Topics | Motion | 2nd | Vote Results |
|--|---------------|-----------------------|---------------------|
| Dan O'Neil (23) –present Timothy Hoster (22) – present Joy Gladis (24) –present Michael Piscitelli (25) – present Matthew Anderson (26) – present Al Larsen – Fire Chief – present Steven Farnsworth – Deputy Chief - present | | | |
| Prior meeting minutes - | | | |
| Motion to approve prior meeting minutes January 11, 2022, and January 11, 2022 Organizational meeting. | MP MP | JG MA | All for All for |
| Treasurer's Report - | | | |
| Five Star Checking and Payroll and Renovation Checking statements dated 1/31/2022: Five Star MM Apparatus, Buildings, Equipment and Undesignated dated 1/31/2022 were opened by JG, reviewed, initialed and approved. | | | |
| Balance sheet as of December 31, 2021 is as follows: Five Star Checking \$ 3,316.58 Five Star Payroll 16,760.35 Five Star Apparatus MM 236,107.44 Five Star Building MM 31,960.28 Five Star Equipment MM 95,298.06 Five Star Undesign MM 9,777.93 Five Star Renovation cking 8,950.73 TOTAL \$ 398,427.88 | | | |
| Balance sheet as of December 31, 2021, Budget to Actual thru December 31, 2021, Money Market Chart as of February 8, 2022 and Transaction Detail by Account thru December 31, 2021 were all presented. | | | |
| Warrant for checks written December 31, 2021 cks # 8038-8043 \$7,440.03, Warrant for Reno checking written December 31, 2021 ck # 1092 \$3,747.47 | | | |
| Balance sheet as of February 8, 2022, Budget to Actual thru February 8, 2022, were both presented. | | | |
| Warrant for checks written February 8, 2022 Cks 8036-8037, 8045-8052 totaling \$21,459.44 | | | |
| Tax levy check for 2022, \$490,682.00 was received and deposited. Additional 2%, Foreign Fire monies were deposited for %1577.96. Check was written for that amount to the SFVFD. Kim to ask Town why these monies were received so late. | | | |
| Close out the Reno checking account. All checks have cleared. Transfer to checking \$5204.20 | | | |
| Motion to approve the Treasurer's reports as written. The Treasurer was ordered by the Board of Fire Commissioners to pay all warranted items. | TH | MP | All for |
| Purchase Requisitions - | | | |
| FD in need of Honeywell boots for new members. Prices have gone up significantly and they are currently back ordered. Al will explore alternative state contracted options/suppliers. | | | |

| | | | |
|---|----|----|---------|
| Helmets are also an availability issue. Will explore alternative styles and suppliers on state contract. May have to go with an alternative style and manufacturer and once supply chain is no longer a problem, place an order. Board agreed that Chief should order what he needs so they are in stock for new members. And once the preferred style is available, place an order. | | | |
| Old Business - | | | |
| HVAC update kitchen – temp sensor on wall by door in kitchen, Leo J Roth has been here many time to address heating issues. Technician adjusted the kitchen vent in hopes that it won't run so hot. The kitchen HVAC runs off office thermostat. Men's room continues to be cold. Technician closed the vent more over the ladies room in hope that more heat will be diverted to men's room. Modern Comfort was here to address the issues with the heat in office. They replaced some parts on the Daikin unit and put in a temporary thermostat on wall in office. So far there have been no additional issues. Leo J Roth still needs to replace the thermostat. Gear room has been reprogrammed and has been maintaining a normal temperature. Please if anyone hears of heating issues; notify Kim so they can be addressed. Question can up regarding the HVAC system. Is it HVAC system not adequate to meet the needs in the meeting room/Bathroom areas? | | | |
| Epoxy floor – has been doling up nicely. Very difficult to clean. Mike P looking into options for a floor cleaner with a squeegee to clean off dirt. | | | |
| Any additional items to add to 11 month Reno check list, please forward to Kim. | | | |
| Armstrong floor update. Matt A sent an email to Frank and Ed requesting a meeting asap. Armstrong rep has not been responding to emails or phone calls. | | | |
| AFG grant - SAM registration update still not completed. Many issues with this system so Kim did not meet the deadline for the AFG grant application submittal. Nancy TenKate assured Kim that there will be no charge for apply next year. In the meantime Kim will work on getting our registry updated. | | | |
| Maintenance list – add snow removal on patio, calibrate meters on all apparatus. | | | |
| Board would like to create job descriptions/ action items for all personnel. | | | |
| Copier replacement – still working on this. | | | |
| Camera station in now working. Old equipment runs more cameras and problems in the future are likely. Chris H is encouraging the District to consider updating IT equipment to meet current operating systems. | | | |
| AI cannot access Red alert. Will need to reach out to Chris H for assistance. | | | |
| New Business - | | | |
| Post – issuance Tax Compliance and Continuing Disclosure Policies and Procedures discussed. Motion to readopt at annual January organizational meetings. | MP | MA | All for |
| MMB Engagement letter for 2021 Audit \$6050.00. | MP | JG | All for |
| Capital equipment – discussed changing the threshold. Kim to reach out to B. Pinsky for assistance. | | | |
| Chief's Report - | | | |
| Fayette camera damage caused by a structure fire, mutual aid call before Christmas on Ovid St. Camera got wet, they tried to dry it and replace batteries. 3 options for replacement as the camera is not repairable and parts are unavailable. Option 1 \$4500 refurbished replacement. Chief Halladay is in agreement with this option. AI would like the cost to come out of his 2022 budget. | | | |
| Attendance issues discussed at FD business meeting, no solution was reached. AI thinks | | | |

| | | | |
|--|--------|----|---------|
| <p>raising the call requirements may help. Daytime calls are difficult as many members are working. Attendance was poor for a recent structure fire. It was suggested to lower the qualifications for interior FF. Al thinks that is a dangerous suggestion. Does not think that 3 airpack drills/yr is too stringent.</p> <p>Hiring a MTO – Muni training officer was suggested. This would require approval of County Coordinator, and certified instructors and costs to train at the fire academy. Al feels that is an money we don't need to spend right now.</p> | | | |
| <p>3 member were brought before the membership for approval: 2 have completed physical and arson background. Nick Buehler – Mitch's brother. Has no fire service experience, but would like to train for Interior. He is also interested in becoming a driver.</p> | MP | TH | All for |
| <p>Keara Filoso approved for exterior</p> | M P | TH | All for |
| <p>Al told the board that he would like to service another 1 to 2 years as chief.</p> | | | |
| <p>Fire Safety Trailer – update? Kim to reach out to Senator Helming's office for an update.</p> | | | |
| <p>Mynderse boy LAX car wash. Moving forward need proof of insurance. Park across street and not in rear lot. Reserve right to cancel at any time due to changes with COVID.</p> | | | |
| <p>Public comment – none</p> | | | |
| <p>Meeting adjourned at 8:15 pm.</p> | M P | JG | All for |
| <p>Next meeting March 8, 2022, 7 pm.</p> | | | |