



**Warehouse Point Fire District
Meeting Minutes
Monday January 4, 2021
Station 138, 89 Bridge Street East Windsor
Time: 7pm**

Call to Order: 7 pm

Attendance:

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

Absent: Kevin Clynych

Added Agenda Items: motion made by Charlie Nordell, to add the discussion of budget workshops dates, for the 2021-2022 fiscal year Rachel Safford second. All in favor

Treasurers Report:

We are halfway through the fiscal year. The district is on target for most of the budget line items. Medical equipment is still over, Total expense is under 50%. We have a few lines that are under. Payroll is on track for many of the line items, FSM and Fire Marshal lines are still a little under. In your package, there is a letter from the auditor. Within the letter, the auditor talks about the audit for the fiscal year 2019-2020, his professional standard, and he lists all significant findings. The one significant finding that he noted was the reclassification of assets and depreciations. Motion to accept the treasurer report as presented by Jim Barton made by Charlie Miller, Austin Holden second. All in favor

Clerks Report:

-Approval of meeting minutes: December 7, 2020: Motion made by Charlie Nordell to accept the December 7, 2020 meeting minutes, with the correction of the order of attendance, Austin Holden second. All in favor

Chairperson's Report

-Town Communication: NA

-- Discussion of the need for District meeting and vote: We do not need a public meeting or vote to pay the Interest payment with the extra income we have made from Fire Marshal fees. We need to pay the first interest payment on 4/1/2021, in the amount of \$25,520.83. The payment would be covered with the earned income we have made from Fire Marshal fees. This advice has been provided by District Attorney Carl Landolina. Jim Barton: I am good with this for three reasons, it is part of the resolution to pay this bill, second, we do have unexpected revenue from Fire Marshal fees, three, Carl Landolina is on board with it. We are not allowed to spend money that is not approved by the voters. Lou: let me be clear, he is saying we can use the money in the checking account to pay this one bill not the rest of the money. Jim: it is still our duty to stay under the budget.

Motion made by Rachel Safford, a category be added to the budget labeled debt service, in the amount of \$25,520.83 for the first interest payment due April 1, 2021, Charlie Nordell second.

All in favor

Station 1 Building Addition Committee:

-Clerk of the Works Update: the approval was received for all the variances. On 1/12 we are on the agenda for planning and zoning. We are waiting on some estimates for wetland work that needs to be done. Motion made by Charlie Miller to accept the Clerk of The Works report as presented by Chief Barton, seconded by Austin Holden second. All in favor

-Firetruck progress report: we are waiting for drafts for approval and then they will begin building the truck.

New Business:

Budget workshops: We normally do a workshop at the start of the new year. The first budget workshop will be 7 pm on January 25.

Old Business:

-New ESO software update: We are moving forward with the ESO software. We are waiting for information from TN before we move forward. They will provide us with the interface needed to link the two systems together to call information. This is important that we have the location, date, and times of calls. It would be a hard task to obtain this later and could cause errors. The more departments that get on board will lower the shared cost.

Discussion of TN interface.

-Charter and bylaws: We need to get the budget set and then we can look at the bylaws.

Chief: We should get the bylaws done in time for the annual meeting for approval. Charlie Nordell and Rachel Safford will take a look at the bylaws and then share them with the commission for discussion and approval.

Fire Marshal Report: In December we did 24 inspections, with the holidays it was hard to schedule inspections. Brian Long has taken a job with the Town of Granby as a Fire Marshal. Chief Barton has offered to set in to help in the FM office, which he has all the certification to do so. We have 447 actual inspections to be done in our district. Motion to approve the Fire Marshal report as presented by Richard Austin made by Rachel Safford, Austin Holden second. All in favor

Fire Chief's Report: We had 2 cases of Covid-19 in the department last month. We are looking into changing the lighting in the bay at station 2. This would be an upgrade to LED lights, fewer lights and which would be easier to maintain. We have the money in the building line to complete this. We are going to submit the grant for SCBA, and a regional grant with BBFD for turnout gear. Motion made by Rachel Safford to accept the Chiefs report as presented by Chief Barton, second Austin Holden. All in favor

Correspondence: NA

Public Session: We need to spend some more money on internet services. Our internet is slow and causes problems, Richard Austin

Executive Session

Adjournment: Motion to adjourn at 7:50, Rachel Safford, Charlie Nordell second. All in favor