

Cromwell Fire District

1 West Street
Cromwell, CT 06416

COMMISSIONERS' OFFICE
TELEPHONE 860-635-4420

FIRE DEPARTMENT
WATER DIVISION

BOARD OF COMMISSIONERS' MEETING

Fire and Water Divisions

Tuesday, April 19, 2016

7:00 PM

Coles Road Firehouse

105 Coles Road

Cromwell, CT

The Commissioners of the Cromwell Fire District held their monthly Board of Commissioners' Meeting on Tuesday, April 19, 2016, at 7:00 PM, at the Coles Road Firehouse, 105 Coles Road, Cromwell, CT to discuss and act upon Fire and Water Division business.

Commissioners Frank Seidl (President), Craig Murphy, Julius Neto, Donald Swanson, John Hamlin, Charles Epstein, James Bellamo and David Colligan attended. Also in attendance was Executive Director Michael Dagostino, Operations Director S. William Jarzavek, Fire Marshal Todd Gagnon, Acting Fire Chief Michael Salonia, Assistant Fire Chief Tom Duff, Assistant Fire Chief EMS William Clare, Premier Accounting staff Michael Alibrio and Town Liaison Samantha Slade. Commissioner Mark Langton had an excused absence.

The meeting was called to order at 7:03 PM, by President Seidl. The Pledge of Allegiance was led by President Seidl.

APPROVAL OF AGENDA

A motion was made by Commissioner Neto, seconded by Commissioner Murphy and unanimously approved to accept the agenda as submitted with the following addition to add under New Business, Item E. 2016/2017 Budget; making Item XII. Executive Session to Discuss a Personnel Matter and adding Item XIII. Adjournment.

PUBLIC COMMENT

There were no public comments to report.

APPROVAL OF THE BOARD OF COMMISSIONERS' MEETING MINUTES OF MARCH 15, 2016

A motion was made by Commissioner Swanson, seconded by Commissioner Neto and unanimously approved to accept the Board of Commissioners' Meeting minutes of March 15, 2016, as submitted.

APPROVAL OF THE SPECIAL BOARD OF COMMISSIONERS' MEETING MINUTES OF MARCH 30, 2016

A motion was made by Commissioner Neto, seconded by Commissioner Hamlin and unanimously approved to accept the Special Board of Commissioners' Meeting minutes of March 30, 2016, as submitted.

READING OF COMMUNICATIONS & WRITTEN APPEALS TO THE BOARD

There were no communications or appeals to report.

REPORTS OF THE STAFF

- A. Executive Director. The Executive Director's Report for March had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Dagostino reported on the Dispatch Center employees voting to have a union. There were six votes cast in the affirmative. They will be represented by AFSME Council 4. The next step will be to contact the labor attorney to plan to initiate negotiations on the initial contract. There is no time frame right now for when this will happen. Commissioner Neto asked Mr. Dagostino

for an overview and the next steps to proceed once the information becomes available so that Commissioners will better understand the process. A negotiating committee will be appointed.

A motion was made by Commissioner Neto, seconded by Commissioner Epstein and unanimously approved to accept the Executive Director's Report for March 2016 as submitted.

- B. Financial Report/Treasurer's Report. The Financial Report/Treasurer's Report for March had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Albrio stated that they are working on a projection to assure the budget is on target. The projection should be available at the next meeting.

A motion was made by Commissioner Neto, seconded by Commissioner Bellamo and unanimously approved to accept the Financial Report/Treasurer's Report for March 2016 as submitted.

- C. Fire Department Chief. The Chief's Report for March had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Commissioner Epstein had some questions regarding Ladder 3. Acting Chief Salonia reported that today they are waiting for a new turbo, and they will also be having additional testing done possibly the pistons. It was noted that the main problem still remains that the "check engine" light continues to come on. Acting Chief Salonia noted that he had been to Cummings in Rocky Hill and noticed there were some other vehicles, not just fire apparatus, but DOT trucks that have the same problem. It has to do with the newer engines meeting EPA requirements.

A motion was made by Commissioner Neto, seconded by Commissioner Hamlin and unanimously approved to accept the Fire Chief's Report for March 2016, as submitted.

- D. Fire Marshal. The Fire Marshal's Report for March had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office.

A motion was made by Commissioner Swanson, seconded by Commissioner Hamlin and unanimously approved to accept the Fire Marshal's Report for March 2016 as submitted.

- E. Water Operations. The Operations Report for March had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. It was noted that the generator at the Chem Feed building is progressing.

A motion was made by Commissioner Neto, seconded by Commissioner Hamlin and unanimously approved to accept the Operations Report for March 2016, as submitted.

- F. Communications Report. There was no report due to the Communications Manager being out on medical leave.

REPORTS OF THE STANDING COMMITTEES

- A. District Operations Committee. There was no report.

- B. Executive Committee. A Special meeting was held on March 30, 2016. Minutes were distributed for review. A copy is attached to the minutes on file in the Fire District Office.

A motion was made by Commissioner Neto, seconded by Commissioner Hamlin and unanimously approved to accept the minutes of the Special Executive Committee meeting on March 30, 2016, as submitted.

- C. Fire Operations Committee. There was no meeting.

- D. Pension Committee. There was no meeting.

- E. Personnel Committee. A meeting was held on March 22, 2016. Minutes had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office.

There was a correction made on Assistant Chief Duff's years of service. It was confirmed that he was with the Fire Department from 1989 to 1998, and he came back and has been in the Department for another 5 years. Assistant Chief Duff's years of service should read 14 years and 1 month of service.

A motion was made by Commissioner Neto, seconded by Commissioner Epstein and unanimously approved to accept the Personnel Committee Meeting minutes of March 22, 2016, as submitted with the correction noted for Assistant Chief Duff.

BOARD APPOINTMENTS

There were no appointments to report.

CONSIDERATION OF OLD BUSINESS

- A. Report of the Town Council Liaison. Ms. Slade reported that the Town has just submitted their budget to the Board of Finance. It is pending in terms of what the State budget will be, but there should not be a mil increase this year. There were a couple of ordinances that were passed establishments pedaling the Farmers' Market. They have all been approved, and are available to view on the Town's website. There are a couple of public hearings coming up for various items regarding repairing roads, the Town Hall parking lot being extended to the front of the building, etc. There are other items, and they are listed on the Town's website. There will also be a Charter Revision Committee that has just started having its meetings. There has not been a public hearing yet.
- B. Reports of the Special Committees
 - 1. Public Safety Tower Committee. There has been no meeting.
 - 2. Building Committee. There was no report.
 - 3. Safety Committee. There has been no meeting, but one is being scheduled.

NEW BUSINESS

- A. Commissioners' Comments. There were no comments to report.
- B. Budgetary Adjustments. There were no adjustments to report.
- C. Approval of Contracts/Contractors. There were no contracts or contractors to report.
- D. 2016 Water Main Replacement Project. The resolution was read by the Secretary/Clerk. A copy is attached to the minutes on file in the Fire District Office. The Planning and Zoning Commission is meeting tonight to approve their role in the project. Mr. Jarzavek explained that the District and Town are planning to use the same contractor. The purpose of this resolution is to get the process started regarding appropriations for the project. The estimated amount for the project is \$1.8 million. Mr. Jarzavek thinks that if all is approved, the project could begin as early as August 2016. William Blair is the District's bond underwriter, and Dave Pitney is the District's Bond counsel, and they are working on preparing something for the Town. Both Mr Jarzavek and Mr. Dagostino were trying to schedule a Special District meeting as soon as possible allowing 10 business days not counting the day of the meeting or the day it is published in the newspaper. They were considering May 10 because it is the second Tuesday of the month, and Planning and Zoning will be meeting the following Tuesday. If approved by the District on the 10th, the approval can be communicated to Planning & Zoning at their meeting on the 17th. The Water Main Project public meeting/Special District Meeting was scheduled for Tuesday, May 10, 2016, at 6:30 PM, at 105 Coles Road.

A motion was made by Commissioner Hamlin, seconded by Commissioner Bellamo and unanimously approved to accept the resolution as read.

- E. 2016-2017 Budget. Mr. Dagostino gave a brief overview of the budget. The projected revenue for the General Fund is \$3.585827 million. It has total expenditures of \$3.585277 million. It is essentially a balanced budget, and will not require an increase in the mil rate. There was a change in State laws this year regarding motor vehicle

tax revenue which affected the District's tax revenue. The amount was \$225,000. The Water Fund has a \$2.128506 million revenue stream. This is also a balanced budget, and will not require any increase in water rates. It was noted that within a few days, the budget will be published on line. The public meeting/Special District Meeting was scheduled for Tuesday, May 17, 2016, at 6:30 PM, at 105 Coles Road. Due to the Special Meeting, the Board of Commissioners' meeting, scheduled for 7:00 PM that evening, will be held following the Special Meeting. The agenda to be posted for the Board meeting will reflect the new meeting time.

A motion was made by Commissioner Hamlin, seconded by Commissioner Bellamo and unanimously approved to accept the 2016-2017 Budget as recommended by the Executive Committee.

PUBLIC COMMENT

There was no public comment to report.

EXECUTIVE SESSION - DISCUSSION OF PERSONNEL MATTER

A motion was made by Commissioner Neto, seconded by Commissioner Epstein and unanimously approved to enter into Executive Session at 7:48 PM to discuss a personnel matter.

A motion was made by Commissioner Neto, seconded by Commissioner Epstein and unanimously approved to adjourn from Executive Session at 9:17 PM. There was no action taken.

There being no further business, a motion was made by Commission Hamlin, seconded by Commissioner Bellamo and unanimously approved to adjourn the meeting at 9:18 PM.

ATTEST:

Nancy I. Deegan
Recording Secretary
5-11-16

Julius Neto, Secretary