

Nichols Fire District Monthly Meeting

June 16, 2015

Attendees

Commissioner Rick Perachio
Commissioner Ron Butz, Sr.
Commissioner Leonard Szustak
Tax Collector Hank Owen
Secretary Curt M Robinson
Chief J. Brian McGovern
Treasurer Barbara Plofkin

Meeting called to order at 20:48 – There was no printed agenda going from the standard agenda.

1. May 2015 Meeting Minutes

Secretary Robinson report for the May 2015 meeting. Commissioner Butz asked if there were any questions about the report.

Motion made by Commissioner Perachio to accept as presented, seconded by Commissioner Szustak. Passed unanimously.

2. 2015 Annual Meeting Minutes

Secretary Robinson showed some corrections to the previously circulated report. The report was accepted as corrected, Secretary Robinson will re-distribute and hold until the next Annual Meeting.

3. Tax Collector Report

Tax Collector Henry Owen presented his report. There was discussion about the timing of the report being later in the month and being related to the previous month. We had over \$13,000 in collections. For the current year, we've collected over \$1,019,000 and would expect a few thousand more. He's busy preparing for the new tax collection season. He's ordered stationery from Allegra Printing, both bills and envelopes.

There were two refunds that did not need to be issued, the checks were returned to Treasurer Plofkin.

Mr. Owen requested a check be issued for the postage for the annual tax bills in the amount of \$1,250.

Mr. Owen reported that his new computer was received, but he will be awaiting until later this year to implement the new system.

Mr. Owen reported that he needs the list of firefighters who are eligible for Fire Tax forgiveness. There was discussion about who is eligible. Secretary Robinson will generate a new list of the fire incident report levels to current levels.

Secretary Robinson will arrange to meet the copier maintenance company and will also order 2-additional black cartridges.

Commissioner Perachio will put the notification about meeting at the firehouse for the tax collection in the Trumbull Times.

Commissioner Szustak inquired about reconciling the tax collection with the treasurer's report and the annual budget. There was discussion about this.

Motion to accept the Tax Collector's report was made by Commissioner Perachio and seconded by Commissioner Szustak. Unanimous.

4. Treasurer's Report

Treasurer Barbara Plofkin presented her report. Chief McGovern requested that the individual user's credit card charges be reflected in the report. Commissioner Szustak made a correction to the date on the report.

Motion to accept the Treasurer's report with the corrections were made by Commissioner Szustak and seconded by Commissioner Perachio. Unanimous.

5. Introductory Interviews

None

6. Chief's Comments

- We have 6 applications for the Administrative Assistant position. Interviews will be scheduled during the weekday evenings. Copies of the resumes will be made and distributed.
- Chief McGovern received bills and invoices related to additional testing related to an individual's physical for the fire department. This was in an amount of about \$4,000. The Chief requested that we reimburse this member for their out-of-pocket expenses. There was discussion about how this should be handled in the future. The Chief has the NFPA requirements document. He will have a discussion with MedNow on their procedures with regards to findings that they may have. Commissioner Butz reported he has spoken to the LHFD on what procedures they follow.
- Chief McGovern reported on budget items and spending. There was discussion about available monies for available for expenditure.
 - Some of the items that have been approved for purchase:
 - Safety mat for bail-out and other training

- Replacement stokes basket for the new rescue
- Replacement “slop sink” for Station #1
- Discussion about a replacement compressor for Station #1
- Commercial-grade ice maker
- Discussion about payment for the events for the Firehouse Expo in Baltimore. Chief McGovern emphasized that no expense reimbursement checks should be issued without his approval.
- Secretary Robinson will take care of Triple-S Carpet Cleaning or Service Master for the floors in the living areas at Station #2.
- There was clarification about bonded-debt payments.

7. Kitchen / Bathroom Renovation Project Report

Lt Mark Hilinski reported project is well underway.

- Roofing will be done tomorrow
- There will be radiant heating in the kitchen, not the “toe kick” heaters
- The cast-iron radiator will be left in the bathroom
- Alliance heating will be back to reconnect the A/C this week
- Rural Gas is recommending a 50lb propane tank which will be rented annually. It will be installed on the back side of the firehouse behind the white fence. There will be both Propane and Natural Gas setups for the cooktop
- An inspection by the Town will done next week
- The electrician is recommending a sub-panel be installed in the kitchen area. They will make it aesthetically pleasing. It will be a 100amp sub-panel. There will not be any additional cost to the project.
- The kitchen cabinet company was here today, they measured. A proposed design was presented.
- There was discussion about the bathroom design and tile layout.
- There was discussion about damage and impact of the water leak the other day. Including the alarm system and ceiling tiles.
- Discussion about completion, estimates are by September. Lt. Hilinski will follow-up with the sub-contractors regarding insurance coverage.
- Lt Hilinski will get pricing for extending the bathroom tiles out through the hallway to the landing.

8. Chief's Comments - continued

- Chief McGovern reported that the report entry for the training and activity has not been entered. Discussion about getting this completed.

9. Other Projects & Invoices

- Commissioner Butz reported that the window replacement project will be moving forward. Total for the project will be \$44,952, they are looking for a deposit of \$17,952. Should be done by the end of July. They will not be doing the interior trim, Doug Doyle will have a separate company do the staining to attempt to match. Doug Doyle will be managing this project.
- Doug Doyle has a concept for the renovations to the back garage. He will be meeting with the
- Coins Carpet will be at Station #2 to do the cove molding.
- Sign Maintenance has provided the bill for the repairs to Service 307
- There was a bill from Travelers Insurance. There was an increase of \$166.33 due to an increase in the value of the new rescue.

10. New Rescue Committee

- Capt. Robinson reported on progress of the new rescue. The committee met at Gowans-Knight last week. The pump panel has been designed and other items are being worked out.
- The radio system has been ordered.

11. Other Discussion

- Commissioner Butz reported that the Kennedy Center is crediting some items because of the lower cleaning requirements at Station #1. There will also be discussion about a final clean-up at Station #1.
- Commissioner Butz will also look into window cleaning at Station #2.
- Commissioner Szustak inquired about the 100th Anniversary celebrations. There was discussion about events related to this. Commissioner Szustak recommended to put this on the agenda starting in September.

Meeting adjourned approximately 21:50.

Respectfully Submitted,

Capt. Curt Robinson
Secretary
Nichols Fire District