

# Nichols Fire District Monthly Meeting

---

**August 12, 2014**

## **Attendees**

Commissioner Doug Doyle  
Commissioner Rick Perachio  
Commissioner Ron Butz, Sr.  
Treasurer Barbara Plofkin  
Tax Collector Hank Owen  
Secretary Curt Robinson  
Deputy Chief Robert Tomas  
Lt. Marc Hilinski  
Raymond Franko, Jr – Chair of new rescue committee

Absent

Chief J Brian McGovern

Meeting called to order at 19:29

## **1. July 2014 Meeting Minutes**

Commissioner Doyle asked if there were any questions about the report that was presented. Motion made by Commissioner Perachio, seconded by Commissioner Doyle. Passed unanimously by Doyle and Perachio, Commissioner Butz abstained because he was absent in the previous month.

## **2. Tax Collector Report**

Mr. Owen presented his written report. It is an interim report due to all receipts not being posted by the close of the month of July.

Total collections for 2014, \$570,000 has been posted and approximately \$300,000 has not been posted yet. Digital Realty Trust credit was \$28,000 and Parallel Post was awarded a \$9,000 adjustment. There are also overpayments of \$2,166 due to a software glitch where the Grand List for the previous year was applied to current-year bills, this will apply mostly to personal property and business property. There may be upwards of 200 accounts that will need some kind of adjustment, either plus or minus. This doesn't impact the total that should be collected as the budget was calculated on the proper Grand List. The use of the improper Grand List was attributed to an error by Jim Lane. There could be upwards of 30-40 new accounts that were not on the Grand List that was utilized, similarly there are a number of accounts that should have been removed. This should be corrected shortly. The full July 2014 report should be available within the next week.

Mr. Owen reported that he had received the Treeland payment and they need to work out with the Mortgage Company on how it should be paid, as the first one to be received is the one accepted.

Motion to accept by Commissioner Doyle and seconded by Commissioner Perachio as published. Unanimously approved.

### **3. Treasurer's Report**

Treasurer Barbara Plofkin presented her written report.

There is a \$100k and a \$200k Certificate of Deposit that will be coming due in the next few weeks. These will be rolled-over when they come due.

Commissioner Doyle asked if there was a final report for the 2013-2014 year. Ms. Plofkin reported that she will circulate this.

Noted items:

- Bonded debt payment of \$115k
- \$433k of income from the tax collector

Motion to accept the report by Commissioner Perachio and seconded by Commissioner Butz. Passed unanimously.

### **4. Introductory Interviews**

There were no introductions.

### **5. Chief Remarks / Comments**

- D/C Tomas commented that new Hurst tools have been purchased. They are battery-operated and have adapters to allow for continuous operation. In addition, battery-operated windshield cutters have been ordered.
- D/C Tomas reported that the recognition dinner for past-chief Plofkin and former chaplain Piccirillo is being scheduled. There was discussion about the day for the event.
- D/C Tomas reported there were no personnel issues.

### **6. Correspondence and/or Invoices**

- Commissioner Perachio reported a new invoice from Alliance has been received, but it is too generic for the purposes of the rebate for the Air handler.

### **7. Old Business**

- Commissioner Doyle reported the Generator project at Station #1 is complete. The unit has been fully tested and passed successfully. The automatic switch has been fully programmed and is online. One noted difference is the switch back from being on generator will run for 15-minutes to make sure the

power is stable and has been fully restored. In addition, the generator will continue to run, once switched back, until the system coolant is to a low level. It will engage at anything more than a 10% voltage dip, including a “brown-out”. It was also reported that a “change order” for Yankee Electric to re-locate the electrical panel to be included for the project in anticipation of the change in the building structure. Another change order will be put in for the addition of the 4” conduit. There was discussion about the apron, but this will be discussed later.

- Status, Rescue/Engine New Truck Committee
  - Report from the Truck Committee
    - Committee Chair Raymond Franko, Jr. reported the following:
      - The anticipated delivery date for the chassis to Gowans-Knight is now October 28<sup>th</sup>, due to some re-engineering required by Spartan.
      - The VIN number has been assigned and has been provided to the Commission.
      - Mr. Franko also reported about the Purchase Order for the Hurst eDraullic tools has been issued. Commissioner Doyle reported Chief McGovern will be taking the monies from the current Capital Equipment budget.
      - Mr. Franko also discussed the inclusion of one “pre-connected” Hurst hydraulic line to the front-bumper and inquired about the budget for this item.
      - There has been no re-written or issued “change order” for any of the other items we’ve made decisions about have been made. Commissioner Doyle recommended that we develop a process for handling any change orders, with Mr. Franko being the sole contact. The only current change-order was a request from Spartan regarding a turn-signal fixture, this was rejected by us.
      - Mr. Franko also reported the paint chips/samples have been provided by GK and have been accepted.
      - Mr. Franko reported that the committee met last week. He discussed how the committee is going to proceed while we are awaiting for the chassis to be delivered.
      - Mr. Franko will be discussing budgeting and transfer of existing equipment with Chief McGovern. There was additional discussion about this.
    - Discussion of the latest information from Municipal Leasing
    - Finalize cash equity
    - Finalize entire deal
      - Commissioner Doyle discussed the desire to include a \$200k first payment, with the rest of the payments of \$550k being spread out. The additional amount can be up to the total of \$750k and any additional expenses can be included in the lease for the apparatus. It is recommended the lease process be started with Municipal Leasing, they have the application. The “fact sheet” was provided to Chief McGovern.
        - Maximum of \$750k
        - Payments on the recommendation of Municipal Leasing
        - Possible additional charges up to the maximum amount
- Station 1 Projects
  - Kitchen Project – Lt. Hilinski presented a design for the kitchen. He reported that Craig Voyteck received 3 proposals from “Kitchen Cabinets” and “Benders”. 2 of the 3 contractors will be meeting with the committee and discussing the specifications and requesting bid proposals. The third contractor seems “busy”.  
Other items:
    - It is possible some air-conditioning ducts may need changes
    - The bathroom project may be done by the NFD Open House.
    - The kitchen project may be started, unsure if it will be completed
    - Rural Gas will need to come and look at proposed gas lines
    - Electrical drawings may be required

- Code on everything
- LED lighting
- Upgraded flooring to last longer
- Countertops/Cabinet Design/Appliance suggestions were all presented

Contact may need to be entered into prior to the next Commission meeting. Commission will need to review bids prior to entering into the contract

- Rear Garage Project
- Archive Document Search Project
  - Chief McGovern inquired whether Ron Butz, Jr. has done any of the searching, Commissioner Perachio confirmed that he has. He has found some items in Commission Meeting Minutes – March 2002, which might indicate that they removed both tanks. Past-Chief Butz also said he might have found some items. There were additional notes presented. Accountant Michael Leary suggested we contact People’s Bank for old statements if we can narrow-down the timeframes. Commissioner Doyle will reach out to Wayne Saliach to see if he can refer us to his insurance company and possibly retain counsel for our representation.
- Engine 302 to Hahn Factory Reunion – September 27, Hamburg, PA
  - Commissioner Doyle reported that members have shown interest in going to this event.
- Station One Window Replacement Project
  - Commissioner Doyle is continuing to work on this. He’s request that Anderson and Marvin refresh their quotes, he has set Pella aside because they have not resolved some outstanding issues with their windows.
- Status – Replacement of Command Vehicle, Car 3
  - Commissioner Butz reported that the new vehicle will be here tomorrow. It will be 3-4 weeks until the newly fabricated tray is ready. The 2<sup>nd</sup> battery will be installed by Chief Engineer Allan.
- Commissioner Butz discussed an issue with the direction of the chevrons on the back of the 3 command vehicles. They should be pointing “up” instead of pointing “down”. This will be re-done.

## 8. New Business

- Re-initiate review of insurance market place with Insurance Exchange (Tom Miller) looking for improved levels of health and wellness coverage for the membership
  - Commissioner Doyle reported that the “report of loss” with the tire chain damage on Engine 301 has been done. If the amount is over \$5,000 it will need to be adjusted. Commissioner Perachio commented that we should have reported the damage back in January, when the damage occurred.
- Traveler’s Worker’s Compensation Audit Outcomes
  - Treasurer Plofkin was requested to provide the 2<sup>nd</sup> Quarter, 2014 payroll amounts
  - There is no additional information. Commissioner Doyle reported that he spoke with a group at the Firehouse Expo, through VFIS. He will follow-up and see what he can find out.
  - The adjuster reported that the experience of the NFD does not impact the rate, it is the experience and loss across all fire departments in the State of Connecticut. Commissioner Doyle is recommending that **everything** gets reported and claims filed with both Traveler’s and McNeil’s Accident and Sickness policy simultaneously to ensure coverage. It is recommended this be adopted as a Department SOP.
  - Commissioner Doyle and Commissioner Perachio attended the audit. There was no change to the membership count. Full audit will be closed once the payroll amount has been submitted.

- Commissioner Perachio made a motion to allow for the serving of beer at the 2014 “Clam Bake” event. Seconded by Commissioner Doyle. Unanimously passed.
- Commissioner Doyle brought up a discussion about how he’s uncomfortable with the circumstances surrounding Todd Ivanovich. He’s requesting to sit down with Mr. Ivanovich to go over it all, to try and figure out how to have him “made whole”, using insurance processes in-place. The other Commissioners were in support of this.

## **9. Remarks/Comments**

Meeting adjourned 21:24

Respectfully Submitted,

Capt. Curt Robinson  
Secretary  
Nichols Fire District