

TRUMBULL CENTER FIRE DISTRICT

860 WHITE PLAINS ROAD

TRUMBULL, CONN. 06611



Meeting Minutes February 1, 2024

Opening:

The regular meeting of the Trumbull Center Fire District was called to order at 7:05pm, by Chairman Riggs.

Members Present:

- Ed Riggs, Chairman (via Phone)
- Alex Relkin, Commissioner
- Tom Dufficy, Commissioner
- Sandra Mulligan, Tax Collector
- Marisa Petriello, Treasurer
- Rich Gregory, Chief
- Dave Tiago, Maintenance
- Alex Danka, Company President

Others Present:

- Abby Relkin

A. Approval of Agenda

The agenda was unanimously approved as distributed.

B. Approval of Minutes

The minutes of the previous meeting were corrected and unanimously approved as distributed.

C. Budget and Tax Report

The budget and tax reports were reviewed and unanimously accepted as presented.

D. Open Issues and New Business

Ed Riggs:

- Asked if there were any updates regarding the live-in policy. There is no new information.
- Cell phone policy has been modified but has not been signed yet. It must be signed before a new phone is ordered.

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- Called the district attorney. Did not received a response but DTiago talked to him and received information.
- Request for medical items, in the system today.
- Suggests having a printout/running list of purchase requests each month for review.
- Asked if there were any updates regarding the Gator. Chief Gregory said he is still working on finding a home for it.

Tom Dufficy:

- There is an existing PO for airbag regulators. Thought they were already approved. ARelkin believes it may be a resubmission. ERiggs would like additional information to clarify.
- Individuals from the State of CT stopped by Station 1 yesterday. They wanted to install new routers with regard to the educational network. The desired location for their equipment is a concern.
- Building committee meeting date for next week? This is in progress.

Dave Tiago:

- Need to move plug.
- Waiting on another quote for building committee meeting.

Alex Relkin:

- The first district budget meeting will be on Tuesday, Feb 6 at 6pm, at Station 2.
- David Clark headsets sold for \$1250. Check has been deposited.
- The next district regular meeting will be on Tuesday, March 5.
- The district has been paying the Charter Cable bill. ERiggs suggests eliminating cable. Will need to review what is included and what is essential prior to cancellation. Will also call Charter and try to renegotiate bill.
- Received a bill for \$149000 for E1 Typhoon. Not sure what this is for. Will look into the bill as it seems suspicious. Will also talk to PMcCarty to see if he has any information.
- FDIC: payment would need to come out of the administration account. Convention is 4/17-20 (Alex & Dave). Request made for up to \$6K for convention attendance.
APPROVED
- 107 has been detailed. Unfortunately, it still has an odor. Would like the company to handle it.

Rich Gregory:

- Suggests getting containers for transporting food. APPROVED
- All departments working well together. After-action review was conducted last night. OSHA document forthcoming for review.

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- Officers meeting: some members buying their own turnout gear. What is the districts view on liability? ERiggs says as long as gear meets or exceeds standards, it is OK. If a member wishes to buy their own personal items, it is as their own risk (with regard to damage and/or loss), as the district/company provides equipment. May need “waiver” for members to sign. Should get some kind of draft from the attorney.
- What is DTiago’s ability to respond to calls as a member during working hours (not as district employee)? Would like to see him able to respond to any call in district. E/Riggs suggests having an executive session, after the meeting, regarding personnel responses.
- Chris has not received the check for TVFC in the amount of \$38.3K. Marisa will generate the check now, as it was approved at a previous meeting.

Dave Tiago:

- There was water damage to Station 1 radio room. Issued insurance claim. Reimbursed for everything by insurance: \$4500 (architect re: accident) and \$8684 (water damage).
- Per our attorney: The district does not need to have 3 quotes or bidding as district funds are not being used for Station 1 repairs. Will have quotes tomorrow. Will post building meeting notice tomorrow and have Emily get everything sent out.
- Polaris has had the annual service (received chainsaw case). Went to Wallingford. 102 and 101 preventative maintenance still needs to be done. Will call Knecht’s to schedule. Quote for Polaris spare tire and rim, \$468.47. APPROVED
- 104 needs water seals done.
- PS Tracks kickoff meeting tomorrow.
- NFCSS Subscription: \$1725.
- Zoom room in office at Station 2: Need to renew. Flagship coming in to set up again.
- State of CT intergovernmental grant of \$555 has been received. ERiggs needs to sign paperwork.

Marisa Petriello:

- Met with Mary Miller on how to enter insurance claims into QuickBooks.
- Asked if she should she be billing the other departments for the T1 line. It was instructed to continue to bill. DTiago will advise, if/when this changes.

Sandra Mulligan:

- Sent out blank budget sheets.
- Question regarding budget vs actual report and insurance balance. Funds received from claims should be shown below the budget line items.
- Reminder to complete reconciliation of fire tax income on Tax Collectors report and Treasurers report.

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Adjournment:

Meeting was adjourned at 8:29pm by Chairman Riggs. An Executive Session immediately followed and was adjourned at 8:43pm. The next regular meeting will be at 7:00pm on March 5, 2024, at Station 2. Executive session ended at

Minutes submitted by: S Mulligan, Secretary

Approved by: Trumbull Center Fire District Commissioners