

Board of Fire Commissioners  
Windsor Locks Fire Department  
Minutes – Wednesday, April 10, 2024  
Location: Safety Complex, 2 Volunteer Drive

1. Call to Order  
-The meeting of April 10, 2024 was called to order by Commission Chairman Urso at 6:58 p.m.

2. Pledge of Allegiance

Roll Call

-Commissioners Present: Mark Urso, Dennis Gragnolati, Daniel Flanagan and Roy Zettlemyer

-Chiefs Present: Assistant Chief Donahue and Deputy Chief Staiger III

-Chief Absent: Chief Ruggiero

-Fire Marshal Absent: Fire Marshall Sinsigalli

3. Public Input – None

4. Secretary's Report

Commission Chairman Urso entertained a motion to approve the Secretary's Report for the March 13, 2024 meeting. Motion made by Commissioner Flanagan and seconded by Commissioner Gragnolati to accept the minutes as presented. All Commissioners voted in favor of the motion. Commission Chairman Urso entertained a motion to approve the Secretary's Report for the March 28, 2024 meeting. Motion made by Commissioner Flanagan and seconded by Commissioner Gragnolati. All Commissioners voted in favor of the motion.

5. Report of Officers

-Fire Marshal Report -Presented by Assistant Chief Donahue

-55 inspections were performed during the month of March. 22 of the inspections were classified as annul inspections.

-4 sets of plans were reviewed this period.

-March 2024 revenues: \$835.00. 2024 fiscal year revenues: \$139,517.00. FY 2024 approved budget: \$95,794.00. Calendar year revenues: \$3,323.00. FY 2023 Final Revenues: \$61,271.00

Chief Report

-No report this month.

6. Standing Committee's

Budget – Our budget was tentatively approved.

Purchasing – None

Human Resources – None

Appointments and Promotions- None

Training – None

Truck Committee – Discussed latest cost change for Rescue 4. Approximately \$2,500.00 over budget at this time.

Building Committee- None

7. Old Business/New Business- None

8. Correspondence – None

9. Public Input – None

10. Commission Comments – None

11. Adjournment

Commission Chairman Urso entertained a motion to adjourn the meeting at 7:53 p.m.  
Motion made by Commissioner Gragnolati and seconded by Commissioner Zettlemoyer.  
All Commissioners voted in favor of the motion.

Submitted by Susan Urso