

Board of Fire Commissioners
Windsor Locks Fire Department
Minutes – Wednesday, August 14, 2024
Location: Safety Complex, 2 Volunteer Drive

1. Call to Order

-The meeting of August 14, 2024 was called to order by Commission Chairman Urso at 7:00 p.m.

2. Pledge of Allegiance

Roll Call

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

-Chiefs Present: Chief Ruggiero and Assistant Chief Staiger III

-Chiefs Absent: Deputy Chief Brian Long

-Fire Marshal Present: 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 July 10, 2024 meeting. Motion made by Commissioner Flanagan and seconded by Commissioner Gragnolati to accept the minutes with a change as follows: Under Fire Marshal Report, second item to read as follows: 3 sets of plans were reviewed this period. Plans for a 250,000 square foot warehouse being constructed at 30 Hamilton Rd. were received for permit. All Commissioners voted in favor of the motion.

5. Report of Officers

-Fire Marshal Report

-55 inspections were performed during the month of July

-As of July 31, 2024, there have been 55 inspections conducted in Fiscal Year 2025.

-Total inspections for the calendar year of 2024 is 372.

-8 sets of plans were reviewed this period most of which were revised plans for ongoing projects.

-July 2024 revenues: \$12.00. Calendar year revenues: \$64,189.00. FY 2023 Final Revenues: \$61,271.00.

-255 Main Street issues with site access as part of the Planning and Zoning approval process.

Chief Ruggiero is recommending the Commission approve the addition of Spencer Brazolvich to the Windsor Locks Fire Department. Motion made by Commissioner Gragnolati and seconded by Commissioner Flanagan to accept Spencer Brazolvich as a Probationary Member of the Windsor Locks Fire Department. All members voted in favor of the motion.

Chief Report

-During July there were 37 alarms and 0 drills. During May 2024 through July 2024, the Department responded to a total of 116 alarms and 3 drills. During the month of July, we responded to 3 calls in the TIF District, 1 Mutual Aid response to our neighboring towns, and 1 call to I-91.

-Deputy Chief Brian Long submitted Seagrave change orders for a shortage in the amount of \$7,606.99 due at completion for the new truck.

Standing Committee's

Budget – None

Purchasing –None

Human Resources – We will be setting up for the pinning ceremony shortly.

Appointments and Promotions- None

Training – None

Truck Committee – Discussed previously

Building Committee- None

6. Old Business/New Business - None

7. Correspondence – None

8. Public Input – None

9. Commission Comments – None

10. Adjournment

Commission Chairman Urso entertained a motion to adjourn the meeting at 8:10 p.m.
Motion made by Commissioner Gagnolati and seconded by Commissioner Zettlemyer
All Commissioners voted in favor of the motion.

Submitted by Susan Urso