

**MINUTES  
EIGHTH UTILITIES DISTRICT  
BOARD OF DIRECTORS  
REGULAR MONTHLY MEETING  
MONDAY, JULY 17, 2017 – 7:00 P.M.  
DON WILLIS HALL  
18 MAIN STREET  
MANCHESTER, CT 06042**

---

The Board of Directors of the Eighth Utilities District of Manchester, Connecticut held its regular monthly meeting on Monday, July 17, 2017 at 7:00 p.m. at Don Willis Hall, 18 Main Street, Manchester, Connecticut.

Mrs. O'Marra called the meeting to order at 7:01 p.m.

Mr. LaBelle swore in President Mary O'Marra, Director John Topping, Director Gerard Napoli, Tax Collector Albert Gionet and Treasurer Regina Cavagnaro.

**Annual Appointments**

Mrs. O'Marra appointed Donald R. Moore as our Acting Fire Chief and still maintaining his rank as Assistant Chief.

Mr. Napoli made a motion to approve the appointment of Donald R. Moore as Acting Fire Chief.  
Seconded by Mrs. Bowen.

Mr. LaBelle swore in Acting Chief Moore.

Mrs. O'Marra announced her appointments for a period of one year as follows:

Fire Commissioner	Deberah	Bowen
Public Works Commissioner	John	Topping
Public Relations & Town Liaison	Karen	Gionet
Administrative Commissioner	Gerard	Napoli
Fire Marshal Commissioner	Leonard	Luzusky
Insurance Commissioner	At this time, is left	vacant
Rate Maker	Christine	DelRosso
Acting President	Deberah	Bowen
(in absence of		President)
Second Acting President	John	Topping
(in absence of		President
and Acting President)		

Mrs. O'Marra stated that because Fire Marshal Roback was missing from the meeting, she is postponing the recommendation for Fire Marshal until he returns.

MINUTES OF THE REGULAR MONTHLY MEETING

JULY 17, 2017

PAGE 2 OF 6

Mr. Napoli made a motion to approve the appointments of the Directors.  
Seconded by Mr. Topping

Voted: Mrs. Bowen moved to approve the minutes of the June 19, 2017 Regular  
Monthly Meeting.  
Seconded by Mr. Napoli.

Mr. Luzusky mentioned a spelling error under Good and Welfare where  
Fire Chief Moore's name was misspelled as "Moor".

Also Mrs. O'Marra stated that on page 3 there is a change in language as  
follows: "Mrs. O'Marra stated that in October a payment was issued to  
rectify a clerical error that has been ongoing since 2011; should read "Mrs.  
O'Marra stated that in October a payment was issued **to the State of  
Connecticut** to rectify a clerical error in **withholding** that has been  
ongoing since 2011. **The payment was only for the year 2015.**

Mrs. Bowen moved to approve the minutes of the June 19, 2017 Regular  
Monthly Meeting as amended.  
Seconded by Mr. Napoli.

Voted: Mr. Napoli moved the approval of the bills for payment. This includes the  
interim bill list for 2017 and 2018, the regular bill list for 2017 and 2018,  
the tax refunds and additions to the bill list for the fiscal year 2017 and  
2018.  
Seconded by Mr. Topping.

Voted: Mrs. Bowen moved the approval of the Treasurer's Report.  
Seconded by Mr. Topping.

Ms. Cavagnaro stated that we were getting ready for the audit.

Voted: Mr. Luzusky moved the approval of the Fire Chief's Report.  
Seconded by Mrs. Bowen.

Fire Chief Moore stated there are recommendations for Chief Officer submissions for  
the years 2017/2018. He has spoken to each of the candidates and they are extremely  
excited to move the department forward.

We have heard nothing on the grant and they still continue to give grants but we have  
not received a grant yet. Mrs. Bowen asked what round of awards for the grants are  
they on. Chief Moore stated that he stopped watching a couple of weeks ago and they  
were up to 10 so they usually go up to 14-15 rounds. Connecticut is still lagging behind.

Voted: Mrs. Bowen moved the approval of the Fire Marshal's Report.  
Seconded by Mr. Topping.

Deputy Fire Marshal Shawn Morris stated that the smoke alarm installation/fire prevention is going better than things look. We are getting a lot of calls from south end residents. They are currently not doing the program so we are able to get the Red Cross to help these residents. The biggest accomplishment that the Fire Marshal's office has done is apartment inspections. There are 3,700 apartment units in the District and all of them have been inspected in 12 months. He would like to give credit to Fire Marshal Roback and Inspectors Lejet, Marvin and Towers.

Voted: Mr. Topping moved the approval of the Tax Collector's Report.  
Seconded by Mr. Napoli.

Mr. Gionet stated that we are doing better than last year even though we don't have the same grand list as last year because of the motor vehicle taxes.

Voted: Mr. Topping moved the approval of the Public Works Department Report.  
Seconded by Mrs. Gionet.

Mr. Topping stated that Kerry Street work is done except for the final paving. Also regular maintenance is being performed.

### **INSURANCE REPORT**

Mr. Luzusky stated that for the supplemental life insurance it has been 30 days since we offered it to fire employees. The end of July will be the cutoff to sign up. Mrs. O'Marra stated that the Board of Directors are eligible to participate in the life insurance with no additional cost. Also Mrs. O'Marra stated that we have met with all of the employees, dispatchers and firefighters for the life insurance and dental plan. The new policies are in effect starting July 1, 2017.

### **COMMUNICATIONS**

No communications at this time.

### **REPORTS**

There are no reports at this time.

### **ADDITIONS TO THE AGENDA BY BOARD MEMBERS**

No additions to the agenda by Board Members.

### **TIME FOR THE PUBLIC TO SPEAK ON AGENDA ITEMS**

Steven Hilinski, of 156 Loomis Street. Question 1 – on the Admin. Budget under public awareness, there seems to be an overage by \$4,400. Mrs. O'Marra stated that t-shirts for breast cancer awareness was one of the things that came out of there, the website and the firefighter/EMS appreciation function. That line will be reimbursed from the awareness reserve account that has a substantial balance in it. Question 2 – Public Works – It seems that \$83,000 in salary which is \$19,000 over budget. Mrs. O'Marra

stated that some of the labor will be backed out of that budget and attributed to Rescue 5. It will also go to the work that was done on the new dump truck, so it will not be out of a salary line, it will be coming out of the reserve apparatus for the public works and reserve apparatus for the fire department. Mr. Hilinski asked why was there such a high cost. Mrs. O'Marra stated that a great deal of the work done on the truck saved us a significant amount of money. Mr. Hilinski wanted to know if we were paying the department mechanic for going out on calls or is he punching out. Mrs. O'Marra stated that he is punching out and we are not paying him.

**OLD****BUSINESS**

There is no old business at this time.

**NEW BUSINESS****Discussion/Possible Action – Approval of Dispatch Agreement**

Mrs. O'Marra stated as discussed at last month's meeting that the dispatchers are no longer a member of the union. We met with them to discuss, not a contract but an agreement, we are using the contract as a basis for the agreement. Chief Moore stated that at the meeting with the dispatchers several other matters were brought up that were minor in nature. Using the former union contract, we're going to buy their boots, they will not be getting a stipend for boots. Mrs. O'Marra stated that in the original budget we presented a 2% raise through negotiation with them, we upped it to a 3% raise. Mrs. Bowen stated that working with the CAD system added more responsibilities. Chief Moore stated that a dispatcher with 20 years or more gets one additional day of vacation added for every 5 years.

Mrs. Bowen made a motion to approve the agreement that was worked out with the dispatchers.

Seconded by Mr. Luzusky.

**Discussion/Possible Action – Approval of Firefighter/EMT Union Contract**

Mrs. O'Marra stated that the firefighters were represented by their union, our representative was Michael LaBelle from Pullman & Comley. The basis of the contract remained the same. There were only a few areas where we had changes. The initial request was to bring the wage up \$6.00 an hour. Through negotiations we agreed that was a little rich for this year. We could possibly do this through several years in the contract. This year the wages were increased by \$3.00 with no annual percentage increase. They also agreed to a 5% co-pay on their insurance. Chief Moore stated the 5% was for employees, family stays as is.

Mr. Napoli asked what he current rate per hour is. Mrs. O'Marra stated that it varies on how many years of employment. Mr. Napoli asked what the pay range is. Mrs. Bowen stated the lowest rate is \$17.31 and the highest rate is \$21.64.

Mr. Topping stated that he has a few questions in regards to overtime, call-backs, duties and pay raises, so he would like to table this for a couple of weeks to get answers. He has questions and concerns. Mrs. O'Marra said this contract is retroactive to July 1<sup>st</sup>. She stated that the union has 15 days from the time it is published. It is the duty of the Negotiating Committee to recommend that we accept this contract and move forward tonight.

Mr. LaBelle and Mrs. O'Marra had a private discussion.

Mr. Topping stated he is willing to have another meeting to have his questions answered. Mr. Topping made a motion that we table this pending ratification and review of his questions and any other director's questions

Seconded by Mr. Napoli.

**Discussion/Possible Action – Approval of Sale of Rescue 5 – Proceeds Return to Apparatus Fund**

Chief Moore stated that we had Rescue 5 listed on Fire Tech website. This is the same website we used to sell Engine 6 and we had it listed for \$49,900 so we lowered it to \$40,399 and we had an offer for \$35,000 which we accepted. They asked for 7-10 days to secure financing. Mrs. O'Marra stated that the town that made the offer has a population of approximately 749 people. Chief Moore stated that we should have a document stating "as is" because it is being sold sight unseen. Mrs. O'Marra stated that in case the sale transpires before the next board meeting we put it on the agenda tonight for prior approval so, if in fact it all materializes, we have the Board's permission to go ahead with the sale.

Mr. Napoli made a motion to approve the sale.  
Seconded by Mrs. Gionet.

**GOOD AND WELFARE**

Chief Moore stated that the Peach Festival is set for August 25, 2017 at 138 Main Street. Lyman Orchards is supplying the peaches.

Mrs. Bowen wanted to thank the Fire Department for the work done on the fitness center. Chief Moore stated that new equipment is being ordered.

Mrs. O'Marra stated that if anyone hasn't had their orientation and signed their release for the gym, please see Chief Moore.

Voted: Mr. Napoli made a motion to adjourn.  
Seconded by Mr. Topping.

The July 17, 2017 regular monthly meeting was adjourned at 7:42 p.m.

MINUTES OF THE REGULAR MONTHLY MEETING

JULY 17, 2017

PAGE 6 OF 6

Note: All votes were unanimous unless otherwise noted.

DIRECTORS PRESENT:

Mary O'Marra, President  
Deberah Bowen  
Karen Gionet  
Leonard Luzusky  
Gerard Napoli  
John Topping

FRANCES MCCARTER  
CLERK  
EIGHTH UTILITIES DISTRICT