

Aspen Fire Protection District

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Board of Directors Regular Meeting November 10, 2020

The Board of Directors of the Aspen Fire Protection District met for their regular meeting. The meeting was held virtually via Zoom.

Meeting called to order by John at 5:05pm

Roll Call:

- Board of Directors Present: John Ward, Denis Murray, Dave (Wabs) Walbert, Michael Buglione, Stephen Wertheimer
- Board of Directors Absent: None
- Staff/Volunteers Present: Rick Balentine, Parker Lathrop, Nikki Lapin, Jan Schubert
- Public/Others: Karl Hanlon, Paul Broome

Public Comment: None

AVFD Inc: None

Approval of Minutes:

MOTION: Motion by Michael to approve minutes from the Regular Meeting held on October 13th, 2020. Steven second. Discussion: Wabs requested “from District” be added into sentence pertaining to Honor Guard. All approved.

CEO/Fire Chief & Good of District

- The board requested Good of District be covered under the CEO/Fire Chief report.
- COVID Testing: Rick is working with other organizations to offer weekly COVID testing. Tests will be provided by grant from feds. Request is weekly through December. We may partner with Aspen Police department. Staff has started tightening up operations by limiting trainings, setting capacity in dayrooms and administrative staff is working remotely as much as possible.
- North 40 Roof: Umbrella forgot to put in 4 inches of insulation. Rick has hired a consultant to oversee this project. It has been suggested they stop right now and continue in the spring when the weather is warming. They will not be able to do the 4 inches of insulation over the dispatch area due to skylight. We will receive a rebate on that part of roof.
- Training Report: Included in board packet. There has been over 500 hours of class time logged thus far in 2020. There are some firefighters low on training even with all the training offered. Rick is having emergency meeting with Officers to see how we are going to get them training.

Board would like to see names and where they stand on training. There was discussion of whether individual names should be in it or not.

- Training Division: There was discussion if the duty crew can pick up the training pieces. Rick noted that there is a lot of record keeping and management of the training. The quality of training has been great.

North 40 Housing Project Update: Paul Broome

- Budget Update: Paul presented a breakdown of soft costs and construction, along with review of the budget. There may be some sort of lease for staging materials on a plot of land across the road from station.
- Schedule Update: The permit will be submitted with expectation of at least a 2 month approval process. Paul reviewed current schedule.
- Waterline location update: The waterline has been moved and inspected. Curb has been put back in.

Financials:

- Housing Project Finances: Rick spoke to Paul about adjusting number in the budget to reflect some in 2021 and 2022.
- October Financial Statements: Clarification that \$23,000 at Woody Creek was for painting and another \$5,000 for painting and repair of North 40.
- North 40 Stationkeeper Housing: Adrian is forfeiting the remaining \$16,000 paid in for rent as it was not used for the purchase of housing within the district. This was written into the contracts per the board a couple years ago. The apartment is currently open. Staff is reviewing duties of a stationkeeper as many of the duties are done by the duty crew now. Rick expressed the importance of having a volunteer in there for more response resources. Currently, the stationkeeper apartment is open. There was further discussion of the future of stationkeeper program.
- Roof Replacement: Paid Umbrella Roofing more than what has been completed. Rick received bid for Engineer to consult through the project for \$22,000. Suggested having them put up a completion bond.
- Board applauded Jan for the good job she did on the budget.

Board Comments & Action Items:

- North 40 Apartment: Michael suggested that there be consideration for a dispatcher to move in there. There was discussion of the importance of having a firefighter in there, but if there is no demand this could be a consideration.
- Steve Wertheimer: Slowly meeting people and learning about the district. Everyone has been super helpful and friendly.
- John Ward: Looking forward to seeing costs from FCI. John has received comments and Thank You from neighbors for the considerations that were taken for housing. The key is good communication and working to minimize impacts to the neighbors during the project. Rick received draft from FCI of schedules that will be on their website to help with communications.
- Strategic Planning:
 - Stephanie Saza has withdrawn from the process due to a possible conflict in timing. She may be available after January.
 - Denis suggested using AP Triton to start for the technical piece and then utilize Stephanie after to tie it up if she is available.
 - Steve suggested doing it in stages. Discussion of having AP TRiton help identified the 10 important things needed and second part would be the strategic plan.
 - Motion from John to Move forward with AP Triton to start working on strategic plan per August 2020 proposal. Denis Second. All approved.

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Old Business:

- AVFD Inc. Benevolent Fund: Karl Hanlon reviewed. He does not represent AVFD Inc, so he recommended AVFD Inc. establish some clarity and get a legal opinion on how the fund is used. In the short term, the district can earmark funds to be donated to AVFD Inc. that would benefit public outreach and education.

MOTION: Motion by Denis to go into Executive Session pursuant to CRS 24-6-402(4)(f) (I) to discuss personnel matters not specific to any individual employee who has requested the matter be in open session more specifically concerning review and direction for the Fire Chief. Michael second. All approved.