BOARD OF FIRE COMMISSIONERS
Tuesday May 5, 2026
Municipal Office Complex
Meeting Room 1
Monthly Meeting

Commissioners Present: Tim Reynolds, John Cotter, Craig Mansfield
Guests Present: Todd Gelston, Brian Auld

1. **Called to order** at 5:13 pm by Tim Reynolds and the attendees said the Pledge of Allegiance.

2. **Acceptance of Minutes**:
   a. Motion to approve the Minutes of the meeting on 04/07/26 as presented, made by John Cotter, seconded by Tim Reynolds. Motion passed unanimously.

3. Bill Approvals:
   a. Bills to be paid were reviewed and discussed. Motion to approve the invoices as presented and discussed by Craig Mansfield, seconded by Tim Reynolds. Motion passed unanimously.

4. Budget Recap:
   a. John Cotter provided a budget recap, noting the department's to-date spending. To date for the 2025-26 budget year started with $734,884 and to date we have spent $596,658.45 leaving us a remaining amount of $137,253.65. This is a total of 81% spend to date. Ongoing increase in vehicle repairs (over $120K).

5. Old Business:
   a. John Cotter provided the commissioners with a list of all the apparatus and equipment, and the dates they are anticipated in needing to be replaced. This will help justify the need for the $400K annually into the reserve fund.
   b. Second MCI/School planning meeting held with Police. Additional meetings scheduled.

6. Selectman's Report:
   a. Received a list of open issues from John Cotter.
      - Capital for Water rescue equipment of $6850 and Valerie Belles, Finance Director is confirming in capital.
      - Tax abatement and IRA adjustments need to go to Board of Selectmen and Town Meeting.
      - Raising future apparatus annual savings. Needs to be adjusted as part of annual budget process.
   b. Road paving needs to be readjusted based on drainage issues on some of the roads that were planned to be addressed.
   c. Police continue to do enforcement, and the electronic speed signs are up.
   d. Two companies are still looking at the public works site for cell tower site.
   e. Ongoing progress with East Haddam redevelopment agency had a good public hearing. Looking at buildings that are hotel rooms.
   f. Golf course committee continues to meet.

g. July 11th is a 250-anniversary reenactment of signing of Declaration of Independence.

7. Visitors Participation:

a. None

8. Reports:

a. Medical Division Report: See below
b. Career Staff Report: No report
c. Marine Division Report: No report.
d. Fire Marshal's Report: No report
e. Fire Police Division Report: No report.
f. Junior Division Report: See below
g. Recruitment Division Report: See below
h. Public Relations Report: No report
i. Special Events Report: No report
j. Fire Chief's Report: See below

9. Building & Equipment Reports:

a. Building Report:
   - Company 3 furnace and sub pump replaced.
   - Phone lines continue to be an issue at Company #1 and Company #2. Don Angersola is working with Matt Hall.
   - Craig Mansfield provided the group with an update on the firehouse project. Silver Petrucelli + Associates went to Planning and Zoning and there were several questions that came up. We will be going back to Planning and Zoning on the 26th. There were questions around the gym and storage. The gym was never part of the plan; it was an ask but was never in any plan from the beginning. Also, there was a question about storage. There will be some storage above the rooms off the bays but is being some what taken up with mechanicals. Additionally, committee will meet Thursday night and is preparing for the public hearing at the end of May 27th. Construction documents are complete at 95+%. Environmental study was completed, just waiting on report, test well also being dug. Current schedule is to go to Town Meeting and have a referendum in September.

b. Fire Equipment and Maintenance Report: See Chief's Report.
c. Radio Equipment Report: All radio reprograming done for fire apparatus.

10. Correspondence:

a. None

11. New Business:

a. Nate Botting provided the commissioners with a proposal to trade out the enclosed Ranger Trailer with a smaller open style trailer. Trade in of included trailer would be more than needed to purchase the new open trailer. The current ranger trailer is big and difficult for many to maneuver and to get to some scenes. The local trailer dealer GH Trailer in Colchester has provided options. Commissioners agreed to get a final package with cost and move forward with the Board of Selectmen to allow for trade.

   Motion by John Cotter, seconded by Craig Mansfield to move forward. Motion passed unanimously.

b. Thank you to both career and volunteer staff for the response to the structure fire on William F. Palmer Road. Great teamwork to save the house and contain fire to garage.

12. Adjournment:

a. Motion to adjourn at 6:05 pm made by John Cotter, second by Craig Mansfield. Motion passed unanimously.

Submitted by:

Craig Mansfield
Secretary
05/07/2026

REPORTS

Medical Division Report: Submitted by Melanie Kolek

- Medical training on April 22nd for required Epi and Narcan training went well. Training next month is scheduled for Monday 5/18 on geriatric emergencies.
- EMT class is more than halfway done. EHFD personnel are providing support to participants for classes and training.
- Scene size up for medical scenarios will be scheduled for the fall (September/October) after EMT class is over.
- Melanie Kolek is working on a new universal R-1 intake form (note pad) that may incorporate our refusal form.
- EHFD/EHAA working group met on Thursday 4/30 to discuss proposed transition to town for ambulance services. EHFD is ready to present plans before BOS and BOF which will include a timeline and projected costs. Scene times remain a big issue for EHAA especially when EHFD is not there for R-1 support, including duration to get to the scene and long on scene times. For example, on the morning of 5/1, EHAA took 16 minutes to get from their apartment to a call on Falls Road, with Medic 1 arriving from out of town and two minutes prior to the ambulance. Also, on 4/23, EHAA had trouble with the bay door opening for a BLS call and EHFD was not dispatched by them for assistance. A meeting has been scheduled with Mr. Gelston to discuss these issues further.

Career Staff Report: No report submitted

- No Report

Marine Report: No report submitted

- No Report

Fire Marshal Report: No report submitted.

- No Report

Fire Police Division Report: No report submitted

- No report.

Junior Division Report:

- Dylan Miller finished EMR training.
- Three Juniors will be starting fire academy this summer.

Recruitment Division Report:
- One new member being sworn in tonight.

Public Relations Report: No report submitted
- No Report

Special Events Report: No report submitted.
- No Report

Fire Chief's Report: See Below:

EAST HADDAM FIRE DEPARTMENT

BOFC MEETING MAY 5, 2026

CALLS

ONE	STRUCTURE FIRE
ONE	RESCUE
ONE	OUTSIDE FIRE
ONE	WATER RESCUE
ONE	POWERLINE EMERGENCY
ONE	CARBON MONOXIDE EMERGENCY
ONE	VEHICLE FIRE
TWO	BRUSH FIRE
FIVE	MOTOR VEHICLE ACCIDENT
FIVE	SMOKE CONDITION
SEVEN	FIRE ALARM
THIRTY NINE	MEDICAL R-1

65 TOTAL CALLS V 68 calls Last Year

RECRUITMENT AND RETENTION –

- **ONE NEW CANDIDATE IS IN THE PROCESS**

- **SIGNS**
  - Another 20 recruitment signs are in the process of being built by Vadj

- **RECRUITMENT PAMPHLETS**
  - have been restocked at all local businesses

And we are always looking for new volunteer talent to fill junior firefighter, senior firefighter, fire police, and EMS roles

TRAINING

- **NEW TRAINING SCHEDULE**
  - Has been posted at both firehouses and sent to all personnel via email

- **NEXT DRILL IS:**
  - Brush Fire / Chainsaw Familiarization May 12th 19:00
  - 15 Southwinds – Walker Residence

- **SCHUSTER PARK**
  - Will be reopened in June and a live burn will be scheduled

- **TANKER SHUTTLE DRILL**
  - Was attended by Firefighter Prescott and Ahern on April 25th and 26th in Broadbook
  - All went well

- **EAST HAMPTON TANKER SHUTTLE DRILL**
  - Sunday May 17th 0800

EVENTS / IMPORTANT DATES

- **FLAG INSTALL**
  - May 9th – LT Spirito will send a message
  - Please give him a hand

- **DRILL PARADE INSPECTION**
  - May 19th – 19:00 Company # 1
  - LT Spirito will be leading the drill

- **MEMORIAL DAY PARADE**
  - Monday May 25th
  - Report to Company # 2 at 09:00
  - In Full class A uniform to include white gloves and shoes polished

- **COLCHESTER MEMORIAL DAY PARADE INVITE**
  - Colchester has invited us to join their parade, Sunday May 24th
  - Step off is at 12:30pm with a 12:00pm report time at William J. Johnston Middle School

- **CAR SEAT INSTALL CLINIC**
  - Will be September 20th
  - which will be led by Lieutenant Michelle Walker

APPARATUS AND EQUIPMENT

- **PREVENTATIVE MAINTENANCE**
  - Captain Botting is working on the annual PM schedule which will commence at the end of June
  - All apparatus will be serviced

- **NEW RAPID INTERVENTION AIR PACKS**
  - Have been ordered out of capital funding

- **FUEL FOB TETHERS**
  - Lt Eric has installed retractable tethers on Engine 4 (under driver side rear passenger seat) and Tanker 2 (side of officer seat)
  - This will alleviate leaving the FOB at the pump
  - If this works out, all apparatus will have them installed

- **BRUSH TRUCK**
  - Committee is staying with the original plan

- **SQUAD COMMITTEE**
  - The bid spec has been sent to all perspective vendors and will be posted on the town's website

- **TANKER 1-15**
  - Issue with headlight
  - LT Walker is repairing

BUILDING

- **COMPANY # 3**
  - In order to protect the new furnace a Sump pump has been installed in the basement

- **PHONES AT CO #1 AND CO # 2**
  - Need to be fixed ASAP

- **NEW ICE MACHINE**
  - Has been purchased and placed in service at Co # 2
  - the old ice machine will be brought to Co # 1

MEDICAL DIVISION

- **NEXT TRAINING**
  - Geriatric emergencies on May 18th

- Scene Size up drill with be scheduled September or October

- **EMR/EMT CLASS**
  - Students are halfway through the class

FROM ME

- **STRUCTURE FIRE – 11 WF PALMER ROAD ON APRIL 23RD**
  - 5 apparatus responded from East Haddam – Ladder, 2 Engines, 2 Tankers
  - 31 personnel from East Haddam responded and 13 mutual aid departments responded not including E Hampton Ambulance, 2 county coordinators, DEEP, CSP, State Local FM, and CL & P
  - Overall, quick completion, under 2 hours of total operation
  - Career and Volunteer personnel worked collectively together
  - Overall, I was satisfied with the outcome
  - Saved the house, no casualties, no injuries and the garage is still standing

- **BUILDING COMMITTEE**
  - Officers are disappointed with the removal of the gym and the tin roof

- **RADIO UPGRADE**
  - Officers have raised concern over the removal of the scan feature on the mobile radios and would like it returned