BOARD OF FIRE COMMISSIONERS
Tuesday, July 8, 2025
Municipal Office Complex
Meeting Room 1
Regular Meeting

Commissioners present: Tim Reynolds, John Cotter, Craig Mansfield
Guests Present: Brian Auld, Irene Haines

1. **Called to order** at 5:09 pm by Tim Reynolds and the attendees said the Pledge of Allegiance.

2. **Acceptance of Minutes**:
   a. Motion to approve the minutes from the meeting on 06/03/2025 was 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 departments to-date spending. To date, for the 2024-25 budget year we started the year with $591,898 and have spent $502,4745.78 leaving us with a remaining amount of $89,422.22 Spent 84.9% to date.

5. **Old Business:**
   a. Craig Mansfield has confirmed a walk though date of the schools with Ray Swol and Don Angersola for July 28th.
   b. Med Radio backordered parts are due in July 15th.
   c. RFP for the brush truck is with Linda Zemienieski and planned to go out this week.
   d. Craig Mansfield still working on the Consultant RFP.
   e. The new firehouse committee – Site survey underway. Next meeting scheduled for Thursday July 17th.
   f. Harris Radio Battaries are in and will be picked up this week.

6. **Selectman's Report:**
   a. Town Meeting tonight to push budget to referendum on July 22nd.
   b. Meeting with Ambulance on Thursday to continue discussions on Agreement
   c. Have renewed agreement from OEMS for EHFD to operate an Ambulance
   d. Working on finalizing the builing for FD EMS services.

7. **Visitors Participation:**
   a. None

8. **Reports:**
   a. Medical Division Report: No report
   b. Career Staff Report: See below

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: No report
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: Generator being tested tonight.
b. Fire Equipment and Maintenance Report: In Chief's report.
c. Radio Equipment Report: Discussed in minutes above.

10. Correspondence:

a. None

11. New Business:

a. From the commissioners, big thank you to the outgoing officers and welcome to the new incoming team.
b. John Cotter attended a Wildood Association meeting off of 74 Smith Road. There was a discussion about adding two standpipes on the property. Additional work to be done, as well as a site walk.
c. Irene Haines mentioned a citizen on Wickham Road want to participate in an August "National Night Out" event. They want to close down the road at the intersection of Newberry Road. There is a concern about emergency vehicle access. Possiblitoes include keeping one lane open, using a field, etc. Irene Haines to also spoke with the Police.

12. Adjournment:

a. Motion to adjourn at 5:39 pm made by John Cotter, second by Craig Mansfield. Motion passed unanimously.

Submitted by:

Craig Mansfield
Secretary
07/30/2025

REPORTS

Medical Division Report: No Report Submitted
- R1 Staffing going well during the days
- Monitoring with First Selectman on the ambulance ongoings.

Career Staff Report: Submitted by Chris Leidemer
- Interviews for career staff will be happening this month.

Marine Report: No report submitted.

Fire Marshal: No Report Submitted

Fire Police: No Report Submitted

Junior Division Report: Submitted by Michelle Forbes
- On June 9, 2025, a SCBA Confidence Drill was held at Company 1 in preparation for EHFD bi-annual Live-Burn training. On June 10, 2025, our Junior's participated in a Modified Live Burn (no active flames or fire). Lt Forbes, Lt Walker, Lt Boynton completed a walk through of a search and rescue evolution with smoke and heat only with Juniors.
- Junior FF Dylan Miller attended CFA for Intro to Fire Service from 6/22-6/28. He was appointed Squad Safety Officer. The course and its graduation were featured on multiple local news outlets.
- Junior FF Aiden Riley resigned. His gear was collected.
- Junior EMS Bridgette Kennedy received her notification of release from the FD. Efforts are being made to coordinate the return of her pager.
- Lt Forbes and Cpt Kolek have decided that EMS and FIRE/Rescue will be split for the junior division. Cpt Kolek will manage EMS side in conjunction with Lt Forbes. Joint training will occur with a focus that intertwines Fire and EMS. For example, a Fire/Rescue ladder training will have the EMS training be on fall and puncture injuries.
- July Junior specific training will be apparatus familiarization and EMT first in bag familiarization. Date TBD.

Recruitment Division Report:.No report submitted

Public Relations Report: No report submitted

Special Events Report: No report submitted.

Fire Chief's Report: Submitted by Brian Auld

CALLS FOR SERVICE JUNE:

ONE	CARBON MONOXIDE INCIDENT
ONE	SMOKE / ODOR INVESTIGATION
ONE	MARINE RESCUE

ONE	GAS LEAK
ONE	PUBLIC SERVICE
TWO	MUTUAL AID STRUCTURE FIRE
THREE	POWER LINE INCIDENT
FIVE	FIRE ALARM
EIGHT	MOTOR VEHICLE ACCIDENT
TWENTY SEVEN	R-1 MEDICAL

50 TOTAL CALLS JUNE 2025

PERSONNEL:

- **FIREFIGHTER ONE**
  - Congratulations to Probationary Firefighters Spencer Laddy-Locks and Zach Uhlman for successfully completing Middlesex County Fire Schools Firefighter – Class 2025-1
  - It was honor to be invited to see these (2) two individuals graduate
  - In addition to completing the course Spencer received the academic award and Zach received the leadership award
  - Spencer was also the speaker of his class at the graduation and Zach was the squad leader of his division

- **Q ENDORESEMENT / BASIC PUMP OPERATIONS IS IN PROGRESS**
  - Lieutenant's Michelle Walker and Eric Walker as well Probationary Firefighters Spencer Laddy-Locks and Zach Uhlman are enrolled

- **CONGRATULATIONS TO**
  - LT Eric Walker for Passing the EMT written
  - Junior Firefighter Dylan Miller for graduating the cadet firefighter program at the State Fire Academy

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TRAINING:

- **DRILL SCHEDULE UPDATE (for next 4 months)**
  - DTBD

EVENTS:

- **MIDDLESEX COUNTY FIRE CHIEFS MEETING**
  - East Haddam will be hosting – Cpt Bennett is coordinating
  - Wed October 8th-auxiliary and kitchen committee will be preparing the dinner at co # 1

- **MIDDLESEX COUNTY FIRE POLICE MEETING**
  - July 14th tentative date Cpt Bennett is coordinating

APPARATUS AND EQUIPMENT:

- **HOSE AND LADDER TESTING**
  - Scheduled for October 8th and 9th

- **APPARATUS PREVENTATIVE MAINTENANCE SCHEDULE**
  - Is in progress with Capt Miner
  - Engine 4-15 is our first engine to be placed out of service for maintenance

- **TANKER 2-15**
  - Is currently out of service for body repairs at Turnpike motors

- **COMPANY # 1**
  - Replacement Light strip for exterior sign to be completed by Dep Swol
  - Apron and parking lines need to be completed – Newt
  - (3) three exterior doors need to be replaced - Newt

- **GAS CODES / KEY BOX CODES TO BE ISSUED**
  - Cpt Kolek / LT Walkers / LT Reynolds by Dep Swol

- **NEW ID TAGS TO ISSUED**
  - Cpt Miner / Cpt Kolek / LT Walkers / LT Reynolds by LT Botting

- **4 GAS METERS -** Status
  - Engine 4 charger Out of Service
  - 2 chargers out of service

- **CO FORMS**
  - Are to be placed in all apparatus
  - Plastic clipboards need to be ordered

- **MEDICAL FIRST IN BAGS**
  - Are in the process of becoming all uniform by Cpt Kolek

- **ENGINE 1-15**
  - Blitz fire has arrived and is placed on Engine 1

FROM ME

- **ELECTIONS WERE HELD FOR LIEUTENANTS AND CAPTAINS LAST MONTH**

  - ***Congratulations to:***
  - Captains: Ryan Miner, Kyle Mosig, Neil Mosig, and Melanie Kolek
  - Lieutenants: Jerry Boynton, Jimmy Spirito, Nate Botting, Michelle Walker, Eric Walker, and Tim Reynolds

- ***Special Thank you to our outgoing officers for their outstanding work during their officership***

  - Captains: Matt Swol, Toni Myers

- Lieutenant: Bryan Kane

- **CO # 1 MEMORIAL**
  - A memorial is being created near the front of the building
  - Stones need to be brought in
  - Bench needs to be picked up at town hall