Enfield Fire District No. 1

Regular Commission Meeting Minutes

December 8th, 2022

The meeting was called to order at 7:30 p.m. by Vice President Patrick Droney.

Attendees for the Board:

Paul Meunier

Gary Castle Patrick Droney

Sean McGuire Derek Chapin

Maureen Brennan William Moran

Also, in attendance was Chief Edward Richards and Deputy Chief William Higgins.

Vice President Patrick Droney advises he will entertain a motion to change the agenda for auditor presentation. Maureen Brennan makes a motion to suspend the agenda for the auditors to present their report and this is seconded by Paul Benis and motion passes by unanimous voice vote. Brian Kelleher, FML CPA’s, states that from their review the financial statements are presented fairly in all material aspects and in accordance with US generally accepted accounting principles. Katie Collamore, FML CPA’s, reviewed details of findings. Vice President Patrick Droney asked for clarification on date of apparatus being in service and Sean McGuire asked about the scheduled capitol asset going from non-depreciable to depreciable and this is due to the apparatus being placed in service during that fiscal year. Suggestion is to have bookkeeping be on an accrual basis and complete GAAP adjustments internally to avoid deficiencies. Sean McGuire inquired about if it is common for the auditors to have adjustment entries done by them and they advise that it depends and they do this for some clients but others do it themselves.

**1st Public Comment:**

Debbie Chapin of Old King Street states she would like to correct her statement from last month and it is advised that a copy of her statement will be added as an appendix for clarity.

Becky Ellis of David Street commented about the digital signage and that we need to consider the cost versus the benefits especially given the zoning limitations (at station two). There is discussion about the signage being used for fire safety tips etc. Becky suggests other avenues for public education such as email list and mailings. It is discussed that no decision is made yet.

Scott Prentiss of Meadowlark states that the Strategic Planning Committee is at a stage whereas they are collecting feedback from the committee members on what matters they would like included and he feels this is not the correct way to do this. He references a page of an unnamed document and advised that certain topics and owners/user groups and states these are the people that should be consulted. He states the Board of Commissioners should make a motion that it be turned over to the Board of Officers and be brought back by the February meeting.

John Alexander of Overhill Rd inquired as to if the new vehicle is in service and it is.

Maureen Brennan read aloud the minutes from the November 3rd, 2022 Commission meeting. Motion by Derek Chapin and second by William Moran to accept the minutes as amended and the motion passes by unanimous voice vote.

The Treasurer’s Report was reviewed and discussed. William Moran inquired about the snow removal line item since there has been no snow yet and the Chief advised this is paid on a quarterly basis throughout the year regardless of the amount of snow. Motion by Maureen Brennan and second by William Moran to approve the report as presented. Motion passes by unanimous voice vote.

The Fire Marshall report was reviewed and discussed. Vice President Droney asked about JFK’s CO and the Fire Marshall advised that they have put it on hold so they can add snack stand on the playing field. Motion by Gary Castle and second by Derek Chapin to approve the report as presented. Motion passes by unanimous voice vote.

The Training Officer’s Report was reviewed and discussed. Deputy Chief William Higgins advised that new Engine 12 is in service. There is one new application. Derek Chapin asked if the new apparatus is liked and if there are any complaints. The Deputy advised it is received well but that there will always be some complaints. Motion by William Moran and second by Derek Chapin to approve the report as presented. Motion passes by unanimous voice vote.

The Chief’s Report was reviewed and discussed. The Chief discussed a potential diesel fuel shortage and they have taken measures to obtain extra barrels and will keep an eye on the situation. Motion by Paul Benis and second by Gary Castle to approve the report as presented. Motion passes by unanimous voice vote.

**Old Business** –

Vice President Droney advises that there will be a draft of the by-laws available for review at the next meeting.

Maureen Brennan advised there will be a joint public forum for by-laws and strategic plan for public input.

Deputy Chief Higgins advised the pad for the signage would be between $14k-$16k.

Derek Chapin states that he is disappointed with the by-law committee that he feels three changes are directly related to him. He feels there are other things that should be in the revisions. He says the committee has some members that have a gripe against him and one that has a conflict of interest. He thinks the committee should start from square one. He states there should be information on meetings and roles of commissioners and term limits and number of commissioners. Committee should have neutral members. William Moran clarified that this is Derek Chapin’s opinion and that this committee began before Derek Chapin was on the commission. There is a point of order and discussion ends.

**Committees:**

Strategic Planning: Maureen Brennan advised that the meeting for 11/2 was rescheduled for 11/9 to allow more time for the list of priorities to be explored. And also, a link to another plan was shared and it was made with the assistance of a consultant who will be discussed at the next planning meeting.

**New Business**

Derek Chapin states he has looked over the Strategic Plan document that Scott Prentiss authored and he commented on staffing after hours being an issue. He is a proponent of exit interviews and also states that the volunteer staffing should be made true-paid on call fireman. He states at his department, Broad Brook Fire Dept., he is a paid on-call firefighter and is paid for training. He feels this should be looked into by EFD.

Maureen Brennan thanked everyone for the expressions of sympathy with the passing of her mother, Mary McGuire.

Maureen Brennan asked for confirmation of the term duration for Paul Meunier for listing on the website and it is agreed it will be May 2023 (and then that position will be filled for the remainder of Donald Hayward’s term which would have expired May 2024).

Chief Richards expressed gratitude for those who decorated the stations and that we receive several positive comments from the public on it.

Maureen Brennan stated that there is interest in a bookkeeping internship from her research if the district is interested and to please advise.

**2nd Public Comment**

John Alexander of Overhill Dr. asked that we consider lowering our flags on the upcoming 10th anniversary of Sandy Hook be set at the organizational meeting for the year ahead.

Lafaiete Sousa of Rocket Run inquired as to if we are looking to add staffing for after-hours service to increase response times for the uptick in after-hours calls. Vice President Droney advised that it is something we are looking into and we are meeting regarding this after the meeting.

Debbie Chapin of Old King St states that the by-laws committee members have changed and there has been no discussion about this. Vice President Patrick Droney advised that is has been opened up to others and two people showed interest. Ms. Chapin advised she does not recall this. Maureen Brennan advised that we are having a public forum for public input and Ms. Chapin states she believes other members should be on the committee.

Becky Ellis of David St restated that Derek Chapin stated that volunteers are obsolete and the people are more so considered part-time employees. Ms. Ellis then asked if for the Strategic Planning Committee, Commissioner Chapin could address what he feels the incentive is to come back to a call quicker noting that speeding is not the answer for safety reasons. Commissioner Chapin states you will always have people that do more than others.

Ed Shirley of Missle Dr. mentioned he also is hearing there is a diesel fuel shortage and states examples of this.

Motion to enter executive into session at 9:02pm by Gary Castle and second by Sean McGuire. Motion passes by unanimous voice vote.

Commission is out of executive session at 9:46 with no votes taken.

Motion to adjourn at 9:47pm by Gary Castle and second by William Moran. Motion passes by unanimous voice vote.

Respectfully Submitted,

Maureen Brennan

Clerk/Treasurer