

ENFIELD FIRE DISTRICT NO. 1

Organized in 1896

Headquarters
Fire Station No. 1
200 Phoenix Avenue
Enfield, CT 06082
TEL (860) 745-1878

Fire Station No. 2
199 Weymouth Road
Enfield, CT 06082
TEL (860) 741-3114

November Commission Meeting

November 13, 2025

The Enfield Fire District will hold the regular November Commission meeting on Thursday, November 13, 2025 at 6:30 p.m. at Fire Station No. 1, 200 Phoenix Avenue.

The agenda for the meeting is as follows:

1. Commencement of Meeting;
2. Roll Call;
3. Public Comment;
4. Approval of Previous Meeting Minutes;
5. Communications and Reports;
6. Board Member Comments;
7. Old Business;
8. New Business;
9. Public Comment; and
10. Adjournment

Fire Commissioner – President Vinny Grady

Enfield Fire District #1

Enfield Fire District No. 1
Regular Commission Meeting Minutes
October 9, 2025

The meeting was called to order at 6:30 p.m. by President Vincent Grady.

Board Members Present:

- Vincent Grady, President
- Patrick Droney, Vice President
- Maureen Brennan, Clerk/Treasurer
- Paul Meunier
- Paul Benis
- Gary Castle
- Sean McGuire
- Christopher Foley
- William Moran

Deputy Chief William Higgins was also present.

First Public Comment:

Deb Chapin, Old King St., requesting that the media and ethics policies be put on the website.

The minutes from the September 4, 2025 regular commission meeting were reviewed. Motion by Paul Meunier and second by William Moran to accept the minutes as presented and the motion passes by unanimous voice vote.

The Training Officer's report for September was reviewed and discussed. Deputy Chief Higgins said that the 9/11 Ceremony was a well-attended and successful remembrance. He also thanked Vice President Patrick Droney for speaking at it. DC Higgins mentioned there are several firefighters signed up for courses at the Fire Academy. The department's Thanksgiving lunch will be held on November 21, 2025. Based on a recent call, the Deputy Chief reviewed the *What3Words* app which could help in an instance when someone needs to be located deep in the woods. The department also reviewed the app this month. Chief had to leave unexpectedly and miss tonight's meeting. Motion by Gary Castle and second by Paul Meunier to approve the report as presented. Motion passes by unanimous voice vote.

The minutes from the September 18, 2025 special commission meeting were reviewed. Motion by Vice President Patrick Droney and second by Paul Benis to accept the minutes as presented and the motion passes by unanimous voice vote.

The Fire Marshal's reports for August and September were reviewed and discussed. The process to inspect Mark Twain was reviewed. Motion by Paul Benis and second by Paul Meunier to approve the reports as presented. Motion passes by unanimous voice vote.

The Chief's reports for August and September were reviewed and discussed. The Chief included a letter of thanks received from Gary and Linda Vancini commending the excellent care and kindness provided by Mike Sawtelle, Bob Shirley, and Assistant Captain Don Ellis during a recent medical call to their home. Motion by Paul Meunier and second by Vice President Patrick Droney to accept the reports as presented and the motion passes by unanimous voice vote.

Committee Reports:

Commissioner Foley inquired as to whether the Chief is notified of HR committee meetings because he is listed as a member. He also suggested that the Policy and Procedure Committee be changed to the Audit Committee.

Commissioner Foley inquired about a Healthcare Committee that was formed in 2015. He asked if we are comparing prices for our health insurance plans. President Grady advised that the Chief does review the pricing from various plans.

Commissioner Foley inquired about a policy review of all current policies. President Grady advised that this would fall under the Policy and Procedure Committee and that Commissioner Foley can take the lead on this.

Board Member Comments:

William Moran commended the department for their response to the hunter that had fallen and unfortunately did not make it but that the effort to locate and assist him was exceptional.

Vice President Droney thanked the district for recognizing the passing of his Uncle Frank who was the oldest retired member of the Hartford Fire Department. He appreciates the show of sympathy.

Christopher Foley congratulated Chief Richards on 55 years of service and Patrick Carifa for 45 years of service. He also advised that he would like a review of the audit and in particular an error in calculation.

President Grady commended the folks who organized the 9/11 ceremony and especially Deputy Chief Higgins for leading it and Vice President Droney for speaking at it. He also requested that we put the milestones of anniversaries of service on the website.

Old Business:

President Grady reviewed the lease presented for the new apparatus. Motion to approve the resolution to enter into a lease agreement in the amount of \$500,996 for the purchase of new apparatus by Maureen Brennan and second by Vice President Droney. Motion passes by unanimous voice vote.

Motion by William Moran and second by Gary Castle to table the Treasurer's reports to allow ample time for review. Motion passes by unanimous voice vote.

It is noted that there is no report for the Association this month.

New Business:

Christopher Foley advised that he would like to see the department recognize milestones. We decided at a minimum we will recognize this on our website. Any further action will be discussed. Christopher Foley will research and report back to us.

Vice President Patrick Droney would like to have a fund where we accept donations for the 9/11 memorial garden. Currently the association collects donations for the 9/11 memorial grounds. We will ask the association to include 9/11 fund details in the next report.

Deputy Chief Higgins advised that he and Matt Mucci will present a plan regarding usage of facilities including a deposit and liability clause.

President Grady advised he would like to have a side-by-side gator for the future in case of a call. Deputy Chief Higgins will send info on cost, usage policy, and training.

Paul Meunier has been approached by a neighbor of Pheasant Hill (near 16 Weymouth Rd) and says the fire road is overgrown. Ed Shirley advised that their HOA is responsible for maintaining this and that he will look into it further.

Christopher Foley will lead the policy committee.

Second Public Comment:

None.

Motion to go into executive session at 7:29pm by Vice President Patrick Droney and second by Maureen Brennan. Motion passes by unanimous voice vote.

Out of executive session at 8:03pm with no votes taken.

Christopher Foley makes a motion, seconded by Paul Meunier, that we acknowledge the dedication and service of Chief Richards and that we notify him that the Commission has determined that the current salary is the maximum we are willing to pay at this time and furthermore that the letter dated April 4, 2019 awarding certain benefits upon retirement for those meeting the requirements therein will be rescinded on December 31, 2025. Motion passes by unanimous voice vote. (Note: Commissioner Brennan not present for this vote)

Paul Meunier makes a motion, after the annual review, to forego providing a raise to the Administrative Assistant but rather to allow an extra week of vacation time for the next two years thus eliminating the five-year requirement to obtain this additional time and Christopher

Foley seconds the motion. Motion passes with 7 in favor, one abstention by President Grady.
(Note: Commissioner Brennan not present for this vote)

Motion to adjourn at 8:18p.m. by Paul Meunier and second by William Moran. Motion passes
by unanimous voice vote. (Note: Commissioner Brennan not present for this vote)

Respectfully submitted,

Maureen Brennan

Clerk/Treasurer

ENFIELD FIRE DISTRICT NO. 1
2025-2026 BUDGET
10/31/2025

REPORT DATE
11/7/2025

INCOME

SOURCES OF INCOME	2025-2026 BUDGET	RECEIVED	DIFFERENCE
600 Tax Revenue (3.49 mills curr)	\$3,966,000.00	\$4,010,485.58	\$44,485.58
625 St of CT - Payments in Lieu of Tax	\$200,000.00	\$237,694.75	\$37,694.75
650 Firewatch Income	\$1,000.00	\$0.00	(\$1,000.00)
652 Sale of Obsolete Equipment	\$2,000.00	\$0.00	(\$2,000.00)
675 Interest Income	\$9,000.00	\$3,888.81	(\$5,111.19)
680 Miscellaneous Income	\$5,000.00	\$22,682.50	\$17,682.50
686 Fire Marshal Fees Revenue	\$15,000.00	\$11,043.00	(\$3,957.00)
687 Employee Insurance Co-pays	\$57,000.00	\$21,830.48	(\$35,169.52)
689 FIRE Act Grant	\$0.00	\$0.00	\$0.00
690 Transfers from Capital/Savings Accounts	\$384,000.00	\$0.00	(\$384,000.00)
692 Revenue Recovery	\$28,000.00	\$7,000.00	(\$21,000.00)
694 Municipal Grants-in-Aid	\$14,000.00	\$0.00	(\$14,000.00)
Total Sources of Income	\$4,681,000.00	\$4,314,625.12	(\$366,374.88)

EXPENSES

DISTRICT REAL ESTATE	2025-2026 BUDGET	EXPENDED	REMAINING
804 Long-term Debt Service	\$0.00	\$0.00	\$0.00
805 Lease Purchase Payments	\$155,000.00	\$0.00	\$155,000.00
809 Snow Removal	\$4,000.00	\$0.00	\$4,000.00
811 Maintenance of Real Estate	\$70,000.00	\$18,669.28	\$51,330.72
813 Construction Study	\$5,000.00	\$0.00	\$5,000.00
Total District Real Estate	\$234,000.00	\$18,669.28	\$215,330.72

OFFICE OF THE TREASURER

822 Petty Cash	\$2,500.00	\$0.00	\$2,500.00
825 Tax Collection Fees	\$80,000.00	\$80,209.71	(\$209.71)
827 Donation to EVFA	\$16,000.00	\$18.36	\$15,981.64
828 Donation Matching Contingency	\$2,500.00	\$0.00	\$2,500.00
829 Audit & Accounting Fees	\$15,000.00	\$0.00	\$15,000.00
831 Salary & Part-time Account	\$2,290,000.00	\$742,685.67	\$1,547,314.33
832 EMS Salaries	\$0.00	\$0.00	\$0.00
833 Payroll Taxes	\$181,000.00	\$54,585.42	\$126,414.58
835 Pension Plan (Career employees)	\$220,000.00	\$22,402.54	\$197,597.46
837 Medical Expense Reimbursement	\$51,000.00	\$2,870.43	\$48,129.57
839 Office Expense	\$2,000.00	\$123.19	\$1,876.81
842 Mileage	\$2,000.00	\$523.60	\$1,476.40
Total Office of the Treasurer	\$2,862,000.00	\$903,418.92	\$1,958,581.08

	EXPENSES		
	2025-2026		
VOLUNTEER FIREFIGHTER ALLOWANCES	BUDGET	EXPENDED	REMAINING
851 Tier 2 Car/Clothing Allowance	\$0.00	\$0.00	\$0.00
853 Tier 1 Car/Clothing Allowance	\$22,000.00	\$0.00	\$22,000.00
854 Line Officers' Allowance	\$1,500.00	\$0.00	\$1,500.00
855 Physical Exams & Shots	\$9,500.00	\$2,459.11	\$7,040.89
856 Physical Fitness & Wellness	\$6,000.00	\$506.00	\$5,494.00
857 Uniform Allowance	\$3,000.00	\$1,893.69	\$1,106.31
858 Tuition Reimbursement	\$10,000.00	\$0.00	\$10,000.00
859 Deferred Compensation (LOSAP)	\$135,000.00	\$134,785.00	\$215.00
Total Vol. Firefighter Allowances	\$187,000.00	\$139,643.80	\$47,356.20
TRAINING DIVISION			
861 Uniforms	\$3,000.00	\$1,367.52	\$1,632.48
863 Advanced Training	\$25,000.00	\$10,168.00	\$14,832.00
865 Training Material	\$10,000.00	\$1,062.36	\$8,937.64
866 Computer Equipment	\$1,000.00	\$0.00	\$1,000.00
867 Memberships & Journals	\$2,000.00	\$150.00	\$1,850.00
869 Office Expense	\$4,500.00	\$28.78	\$4,471.22
871 Enfield Training /Special Ops.	\$3,500.00	\$0.00	\$3,500.00
Total Training Division	\$49,000.00	\$12,776.66	\$36,223.34
FIRE FIGHTING & ALARM			
880 Heating Oil	\$30,000.00	\$2,624.02	\$27,375.98
883 Electricity	\$40,000.00	\$12,094.41	\$27,905.59
886 Gas	\$12,000.00	\$1,101.98	\$10,898.02
889 Dispatch Center (Town of Enfield)	\$20,000.00	\$0.00	\$20,000.00
892 Telecommunications	\$20,000.00	\$2,844.49	\$17,155.51
893 Information Technology	\$90,000.00	\$8,197.82	\$81,802.18
895 Water	\$7,000.00	\$2,356.25	\$4,643.75
898 Risk Management	\$146,000.00	\$53,097.14	\$92,902.86
901 Operating Maintenance	\$220,000.00	\$69,903.12	\$150,096.88
904 Fire Prevention	\$5,000.00	\$0.00	\$5,000.00
907 Hydrant Maint. & Replacement	\$30,000.00	\$0.00	\$30,000.00
908 Employee Health Benefits	\$509,000.00	\$220,421.20	\$288,578.80
910 Personal Protective Clothing	\$25,000.00	\$33,463.65	(\$8,463.65)
911 Personal Distress Devices	\$0.00	\$0.00	\$0.00
913 Hose & Appliances	\$10,000.00	\$0.00	\$10,000.00
916 Tools	\$1,000.00	\$0.00	\$1,000.00
919 Rescue Equipment	\$10,000.00	\$0.00	\$10,000.00
925 Radio Equipment	\$15,000.00	\$1,210.10	\$13,789.90
Total Fire Fighting & Alarm	\$1,190,000.00	\$407,314.18	\$782,685.82

	EXPENSES		
	2025-2026 BUDGET	EXPENDED	REMAINING
OFFICE OF THE FIRE MARSHAL			
941 Uniforms	\$1,000.00	\$0.00	\$1,000.00
943 Advanced Training	\$3,000.00	\$558.24	\$2,441.76
945 Office Expense	\$5,000.00	\$514.44	\$4,485.56
946 Computer Equipment	\$1,000.00	\$0.00	\$1,000.00
947 Memberships & Journals	\$3,000.00	\$723.17	\$2,276.83
Total Office of the Fire Marshal	\$13,000.00	\$1,795.85	\$11,204.15
LEGAL SERVICES & NOTICES			
955 Legal Services & Notices	\$15,000.00	\$3,415.98	\$11,584.02
OFFICE OF THE FIRE CHIEF			
959 Professional Development	\$6,000.00	\$0.00	\$6,000.00
961 Uniforms	\$11,000.00	\$4,106.81	\$6,893.19
963 Office Expense	\$3,000.00	\$163.83	\$2,836.17
965 Computer Equipment	\$1,000.00	\$0.00	\$1,000.00
967 Memberships & Journals	\$2,500.00	\$485.00	\$2,015.00
968 Enfield Fire Chiefs Association	\$1,500.00	\$0.00	\$1,500.00
Total Office of the Fire Chief	\$25,000.00	\$4,755.64	\$20,244.36
OFFICE OF THE ADMINISTRATIVE ASST.			
985 Office Expense	\$20,000.00	\$2,973.99	\$17,026.01
Total Expense Budget	\$4,595,000.00	\$1,494,764.30	\$3,100,235.70
OTHER EXPENSES			
952 Capital Equipment - Vehicles	\$0.00	\$0.00	\$0.00
953 Capital Improvements - Facilities	\$85,000.00	\$92,970.10	(\$7,970.10)
954 Capital Acquisition - Property	\$0.00	\$0.00	\$0.00
986 Rescue Equipment - Capital	\$0.00	\$0.00	\$0.00
987 Miscellaneous Expense	\$1,000.00	\$0.00	\$1,000.00
988 Fire Prevention Grant - Acquisitions	\$0.00	\$0.00	\$0.00
989 FIRE Act Grant - Acquisitions	\$0.00	\$0.00	\$0.00
990 SAFER Act Grant - Acquisitions	\$0.00	\$0.00	\$0.00
Total Other Expenses	\$86,000.00	\$92,970.10	(\$6,970.10)
Total Expenses	\$4,681,000.00	\$1,587,734.40	\$3,093,265.60
Net Income over Total Expense (to date)		\$2,726,890.72	

ENFIELD FIRE DISTRICT NO. 1, 200 PHOENIX AVE., ENFIELD, CT

Fire Marshal's Report to the Fire Commission For The Month of October 2025

Legend: I = Inspection R = Reinspection
 C = Construction Inspection FA = Fire Alarm System Inspection
 LIQ = Liquor License Inspection A/H = Alternative Heating Inspection
 FL/P = Flammable Liquid Permit CO = Certificate of Occupancy Inspection
 CL = Cleared LIC = License
 PA = Public Assembly FL= Fire Lane
 TCO = Temporary Certificate of Occupancy

Inspections:

Location	Date	Inspection Type	Inspector	Hours
Enfield Housing Authority Enfield Terrace	10/01/2025	C	ES	3.5
Enfield Congregational Church 1295 Enfield Street	10/01/2025	C	ES	2.0
Eagle Rock Office 1 Gatewood Drive	10/02/2025	C	ES	2.0
MP Systems 90 Phoenix Avenue	10/03/2025	C	ES	2.5
Enfield Housing Authority Enfield Terrace	10/08/2025	C	ES	2.5
Stowe Early Learning Center 117 Post Office	10/09/2025	FA/C	ES	2.0
EH Parkman School 165 Weymouth Road	10/09/2025	FA/C	ES	2.0
Mark Twain 110 South Road	10/22/2025	FA	ES	2.0
Parkway Pavillon 1157 Enfield Street	10/23/2025	I	ES	3.5
Enfield Housing Authority Enfield Terrace	10/24/2025	C	ES	1.5
Enfield Housing Authority Enfield Terrace	10/27/2025	C	ES	3.0
CT Educational Resource Center 1370 Enfield Street	10/28/2025	FA	ES	1.0
Enfield High School 1264 Enfield Street	10/28/2025	C	ES	2.0
Enfield Housing Authority Enfield Terrace	10/28/2025	C	ES	3.0
Artioli Realty 101 Phoenix Avenue, 2d Floor	10/30/2025	C	ES	2.5
TOTAL HOURS				35

Plan Reviews:

Location	Inspection Type	Inspector	Hours
Enfield Housing Enfield Terrace	Building	ES	3.0
VP Mart 95 Raffia Road	Building	ES	3.0
Central Module 89 Phoenix Avenue	Building	ES	2.5
Eagle Rock 405 Gatewood	Building	ES	1.0
D'Angelo's 12 Hazard Avenue	Building	ES	1.0
Snelgrove 1695 King Street	Zoning	ES	1.5
Enfield Congregational Church 1295 Enfield Street	Building	ES	2.0
TOTAL HOURS			14.0

Complaints:

Location	Inspector	Description	Hours
TOTAL HOURS			

Major Investigations:

Location	Inspector	Description	Hours
TOTAL HOURS			

Fire Prevention Programs:

Location	Inspector	Description	Hours
St. Francis Residents	ES	Fire prevention	2.5
St. Bernards	ES	3 rd grade program	1.5
Brooks Brothers	ES	Safety Day	3.0
TOTAL HOURS			7.0

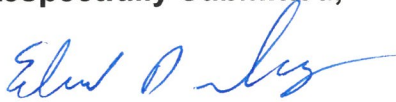
Continuing Education Programs:

Location	Inspector	Description	Hours
Station 1	ES	Respond to discovery and subpoenas	3.0
TOTAL HOURS			3.0

Miscellaneous:

Location	Inspector	Description	Hours
Enfield High	ES	School security meeting	1.5
St. Joseph's	ES	Disaster Drill	2.5
TOTAL HOURS			4.0

Respectfully Submitted,



Lt. Edward D. Shirley
Deputy Fire Marshal



ENFIELD FIRE DEPARTMENT

REPORT TO FIRE COMMISSION | MONTH OF OCTOBER 2025

TOTALS

MONTH: 411

YTD: 1,448

CADETS: 3

MEMBERS: 28

1 new applicant

TRAINING OFFICER

NOTES:

New Driver/Operator
training continuing.

Friday Thanksgiving Lunch
Date 11/21/25

New Online Training
Opportunities

Entry Level FF Testing

Annual Hydrant
Maintenance

OCTOBER TRAINING

- Vehicle Extrication (Regular Monthly Drill)
- HAZWOPER Awareness (Regular Monthly Drill)
- Heavy Lifting (Regular Monthly Drill)
- Fire Marshal Con't Education
- General Driver Training
- Forcible Entry
- Heavy Lifting
- Truck Company Operations
- Ventilation
- Live Fire
- MVA Pneumatic Rescue Equipment

CT FIRE ACADEMY COURSES

- Fire Officer I – 2 members
- Rescue Technician Rope – 1 member
- Fire Fighter II – 1 member
- Fire Instructor – 2 members

Respectfully Submitted,

William Higgins
Deputy Chief



ENFIELD FIRE DISTRICT NO. 1
OFFICE OF THE FIRE CHIEF
FIRE REPORT FOR
OCTOBER



	Oct. 2025	Oct. 2024	YTD 2025	YTD 2024
1) Total Number of Alarms:	177	181	1785	1781
Structure Fires	0	0	2	9
Food on Stove	0	1	4	1
Vehicle Fires	1	1	10	11
Brush/Leaves	0	0	5	3
Rescue	2	1	4	8
Water Rescue	0	0	4	6
Haz-Mat	6	7	64	64
Assist Police	9	17	101	81
Mutual Aid Given	13	9	119	113
Medical Assists	115	121	1230	1226
Other	8	2	62	56
Still Alarms	11	14	77	99
Alarms	12	8	103	104
 Mutual Aid Rec. (Not In Totals)	6	17	67	71
91 calls	6	13	57	70

2) Desc. Of Major Incident:

3) Equipment out of service:

4) Injuries:

Respectfully Submitted,

Edward N. Richards
Fire Chief