

**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