



ANDOVER FIRE COMMISSION  
11 SCHOOL ROAD  
ANDOVER CT 06232

November 7, 2022 Meeting

THESE MINUTES ARE UNAPPROVED UNTIL ACCEPTED / APPROVED BY THE FIRE COMMISSIONERS

In Attendance: W. Barton, M. Williams, S Yeomans, S. Covell  
Guests: M. Hegener, Deputy Chief, E. Anderson, Town Administrator

- 1 Call Meeting to Order: 7:00pm
- 2 Quorum: YES
- 3 Pledge of Allegiance: DONE
- 4 Additions / Deletions to Agenda: Add 11B – RFP for HVAC
- 5 Correspondence: NONE
- 6 Approval of October 3, 2022 Minutes: Item 11 – Change Chief Nike TO Chief Mike  
**Motion to accept the October 3 2022 minutes as corrected**  
**Motioned by W. Barton 2<sup>nd</sup> by M. Williams APPROVED BY ALL**
- 7 Treasurers Report: \$56,567.86 I n Check Book  
**Motion to accept the Treasures Report as presented.**  
**Motioned by M. Williams 2<sup>nd</sup> by S. Covell APPROVED BY ALL**
- 8 Building and Grounds: Everything is Good. Sears and Son have been removing the leaves
- 9 Apparatus: Everything is Good
- 10 Chiefs Report: 25 Calls in October

**SPENDING REQUEST**

<b><u>ITEM</u></b>	<b><u>REQUEST FOR</u></b>	<b><u>COST</u></b>	<b><u>ACCOUNT</u></b>
1	Life Jackets and Rescue Rope	\$800.00	252
2	Wheel Buckets for UTV	<u>\$ 80.00</u>	360
	<b>TOTAL COST</b>	<b><u>\$880.00</u></b>	

**Motion to spend \$880.00 on the above two items.**  
**Motioned by M. Williams 2<sup>nd</sup> by S. Covell APPROVED BY ALL**

- 11 Old Business:     **A) MOU with Town** – After discussion the Fire Commission requested to have an in-person meeting to discuss the MOU and have the following people invited – Town Attorney, Town Administrator, Fire Commissioner, Fire Chief / Deputy Chief, and the Fire Department Inc. President. The Town Administrator will advise Commission Chair on which of the following days the Attorney will be available to meet after 3:00pm, Monday 11/14 or Tuesday 11/15.
- B) RFP for HVAC** – After discussion the Fire Commission requested that the Town Administrator process a HVAC Design Build RFP for the Fire House.
- 12 New Business:   **A) 2023-2024 Budget Request** – Commission Chair provide Commissioners a sheet with 2022-2023 Budget number for them to review to be discussed at the December meeting.
- B) 2023-2024 CIP Requests** - Commission Chair provide Commissioners a sheet with 2022-2023 10-year Capital Projection for them to review to be discussed at the December meeting
- C) CIP Representative** – The Commission Chair asked when the Vehicle Build Committee knows when they will have the plans back. He was advised they are hoping to have the plans back by the end of November.
- 13 Items for Future Meetings:     Normal Items with the following to be included MOU, 2023-2024 Budget and 2023-2024 CIP Request, HVAC
- 14 Other Business:                 NONE
- 15 Public Comment:                NONE
- 16 Adjournment:                    **Motion to adjourn at 8:00p.m**  
   **Motioned by S. Covell   2<sup>nd</sup> by M. Williams   APPROVED AT ALL**

Submitted by

*Carol Barton*

Carol Barton  
Clerk