



ANDOVER FIRE COMMISSION
11 SCHOOL ROAD
ANDOVER CT 06232

December 2, 2019 Meeting

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

In Attendance: W. Barton, G. Wright, M. Williams, S. Yeomans
Guests: Ron Mike, Jr. Chief

- 1 Call Meeting to Order: 6:58 p.m.
- 2 Quorum: YES
- 3 Pledge of Allegiance: DONE
- 4 Additions / Deletions to Agenda: 8A – Generator Service
12A – Computer Support
12 B – Capital Forecasting
- 5 Correspondence: NONE
- 6 Approval of November 12, 2019 Special Meeting:
Change Item 10 – Spending Request Item 5 4" Story TO 4" Storz
Motion to accept the 11/12/219 Special Meeting minutes as Corrected
Motioned by S. Yeomans 2nd by G. Wright APPROVED BY ALL
- 7 Financial Report: **A) Treasurers Report** - \$33,991.84 in checkbook
Motion to accept the Treasurers Report as presented
Motioned by M. Williams 2nd by G. Wright APPROVED BY ALL
- 8 Building and Grounds: **A) Generator Service** – On 11/29 Batteries were changed out on generator
Was advised generator is Good.

Chief advised that **Awnings** have been **installed**
- 9 Apparatus: Everything is Good
- 10 Chief's Report: There were 30 calls in November

<u>SPENDING REQUESTS</u>			
<u>ITEM</u>	<u>REQUEST FOR</u>	<u>COST</u>	<u>ACCOUNT</u>
1	Two (2) Map Boxes for ET's \$250/ea.	\$500.00	252
2	Batteries for SCBA	\$ 71.95	325
TOTOAL		\$571.95	

Motion to spend \$571.95 on the above two (2) items.
Motioned by M. Williams 2nd by G. Wright APPROVED BY ALL

- 11 Old Business: **A) CIP Requests** - Chief will get a more exact cost of a UTV/ATV and Trailer by the January meeting. Estimated cost is \$30,000

B) 5-year Plan – See Item 12 B
Decision after discussion on Item 12B is to add to plan

C) 2020-2021 Budget Discussion – SEE ATTACHED SHEET

12 New Business: **A) Computer Support** – IT Work for Town Office is done by the Town of South Windsor.

Chief Mike had Scott Yeomans and Dave Gostanian talk with Town Administrator – Eric Anderson – about what the Fire Department's (FD) requirements for Tech Support. Dave will be finding and providing all items to Administrator. No Cost was discussed - would FD and or Fire Commission be required to pay for any services. Commission Chair requested that Scott and Dave keep Commission Clerk advised.

B) Capital Forecasting – Commission Chair had a discussion with Town Administrator – Eric Anderson – about what the Town would need within the next 10-years or so that funds can be funded to help cover costs.

Eric advised that there is **\$53,000 in the Fire Engine Fund** that was not used to pay for the new Pumper and could possibly be used to **pay for the UTV/ATV/Trailer**.

The **Generator** was discussed and it can handle both the Fire Dept. and Town Office as long as Community Room is not added to it. If the Community Room is added then a bigger generator would be needed. Unless the Town Office gets their own generator to support the Town Office, then the Fire Dept. would be good for the Fire Dept.

The Fire Dept. **Air Conditioner** was mentioned – it is original to the building – 20+years old) and that it should be looked in to see cost of replacement – since there has been repairs starting to be required. The replacement of the Air Conditioner will be **added to the 10-year Plan** the Commission is working on.

13 Future Agendas: CIP Capital UTV/ATV/Trailer

14 Public Comment: NO ON PRESENT

15 Adjournment: **Motion to adjourn at 7:35p.m.**
 Motioned by M. Williams 2nd by G. Wright APPROVED BY ALL

Submitted by

Carol Barton

Clerk

PROPOSED FIRE COMMISSION BUDGET 2020 - 2021

ACCOUNT NUMBERS	DESCRIPTION	2019-2020	2020-2021	\$ INCREASE	\$ DECREASE	% INCREASE	% DECREASE
201	Electricity	\$8,700.00	\$7,500.00		\$1,200.00		14%
210	Telecommunication	\$3,300.00	\$3,300.00	None	None		
220	Fuel Oil	\$2,500.00	\$2,000.00		\$500.00		20%
221	Propane	\$7,800.00	\$8,500.00	\$700.00		9%	
276	Gasoline & Diesel	\$5,500.00	\$5,500.00	None	None		
301	Building Maint.	\$16,000.00	\$17,000.00	\$1,000.00		6%	
360	Vehicle Maint.	\$19,000.00	\$17,000.00		\$2,000.00		
325	Equipment Maint.	\$2,000.00	\$3,000.00	\$1,000.00		33%	
881	Testing	\$6,500.00	\$6,500.00	None	None		
878	Radio Repair	\$3,500.00	\$3,500.00	None	None		
826	Protective Clothing	\$23,000.00	\$23,000.00	None	None		
264	Office Supplies	\$1,700.00	\$1,800.00	\$1,000.00		6%	
252	Firefighting Supplies	\$13,600.00	\$13,600.00	None	None		
505	Hazmat	\$550.00	\$550.00	None	None		
455	Training	\$9,000.00	\$9,000.00	None	None		
879	Cost Recovery	\$14,000.00	\$14,000.00	None	None		
	TOTAL	\$136,650.00	\$136,650.00			0%	

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