



ANDOVER FIRE COMMISSION
11 SCHOOL ROAD
ANDOVER CT 06232

April 3, 2017 Meeting

In Attendance: M. Williams, S. Yeomans, W. Barton, C. Dowling
Guests: R. Mike, Jr.

- 1 Call Meeting to Order: 7:00 p.m.
- 2 Quorum: YES
- 3 Pledge of Allegiance: DONE
- 4 Additions / Deletions to Agenda: Add 8B – Septic System Add 12C – Clerks Computer
- 5 Correspondence: Town sent letter to State – stating facet has been installed on water tank
- 6 Approval of March 6, 2017 Minutes: **Motion to accept the March 6, 2017 minutes as presented**
Motioned by M. Williams 2nd W. Barton 1 – Abstained REST APPROVED
- 7 Financial Report: **A) Treasurers Report** - \$24,289.22 in check book. Last installment of 2016-2017 budget of \$32,362.50 has been provided as of 4/3/2017

Motion to accept Treasurers Report as presented.

Motioned by M. Williams 2nd by C. Dowling APPROVED BY ALL

Additional discussion on the CIP work to convert to propane - it was suggested by Commissioner Williams that we discontinue to fill the oil tank. This would mean there would be less oil to remove when the tank is removed. Right now there is 1,450/gallons in the tank (3/4 full). It was decided that if tank goes under 500/gallons then additional oil would be purchased.

Motioned to cancel future automatic oil delivery to the Fire House.

Motioned by S. Yeomans 2nd by M. Williams APPROVED BY ALL

B) 2017-2018 Budget – At the Finance Board meeting on 3/29/2017 they asked the Fire Commission to reduce their proposed 2017-2018 budget by \$8,000. They also asked about the ESIP insurance policy.

- Discussion:**
- 1) The ESIP policy is under the Selectmen's budget. Chief Mike advised he is checking with Insurance company to get an estimated cost. He will provide as soon as he receives it.
 - 2) Commission Chair Barton provided Commissioners with a list of accounts that could be reduced from the proposed 2017-2018 budget – if Commissioners agreed. After more discussion a motion was presented and approved.

Motion to reduce the proposed 2017-2018 by \$8,000 as requested by the Finance Board and the Fire Commission will decide what accounts reductions will come out of.

Motioned by S. Yeomans 2nd by C. Dowling APPROVED BY ALL

2017-2018 budget goes from \$132,250 to \$124,250 that is \$3,700 below the 2016-2017 budget.

- 8 Building and Grounds: **A) Facet Installation** – Facet has been installed on water tank. Chief Mike is still working on the protection required.

B) Septic Tank – Week of 3/27/2017 an alarm went off and Commissioner Williams found out that the septic tank has an issue. Pumps were burned out, control panel was in tank and had rotted out and the tank need to be pumped out. The control panel need to be installed in Quarter Masters room and a trench and electrical work is need to do this. Replacement of the pumps from a 1/4 horsepower to a 1/3 horsepower will also be done. Cost to this is \$4,000 – which includes pumping tank out and installing 2" electrical conduit from pump chamber to building – includes control panel and floats required to operate the pumps. Also included is material and labor.

Motioned to authorize \$4,000 from Building and Grounds - account 301 – for affluent discharge repairs.

Motioned by W. Barton 2nd by C. Dowling APPROVED BY ALL

8 Building and Grounds..... Continued

Commissioner Dowling requested Chairman Barton to discuss with the Finance Board that we have been having expensive emergency building and ground repairs and may have to come to them for additional funds if any more issues come up – with building, grounds, or vehicles.

9 Apparatus: Everything is OK

- 10 Chief's Report: Netting Bill – Firematic advised that they add a \$25 charge to bills when their employees pick-up vehicles since they then take on insurance to protect their employees. If you deliver the vehicle to their building they do not add this charge. We advised them that they need to include this \$25 charge in their estimate bill so departments know this.
Overhead Door – They completed all work

SPENDING REQUESTS

<u>ITEM</u>	<u>REQUEST FOR</u>	<u>COST</u>	<u>ACCOUNT</u>
1	Six (6) pairs of Boots	\$3,161.45	252
2	Vehicle odd and ends	\$ 100.00	360

TOTAL: \$3,261.45

Motioned to approve \$3,261.45 on the above two (2) items.

Motioned by C. Dowling 2nd by M. Williams APPROVED BY ALL

- 11 Old Business: A) CIP – Someone needs to “spec-out” items needed to be done to comply with the conversion to propane. Crest / Nutmeg / B&G are three companies able to do the conversion work.
B) Contracts – Chief Mike and Commissioner Dowling will work together to get quotes on both Lawn Care and Cleaning Services and will provide them at the May meeting.
Furnace and HVAC Maint and Apparatus Servicing will be discussed at the May meeting

- 12 New Business: A) May Meeting – The May meeting is the same day as the Town Elections (5/1/2017) and the Chairman has to work the elections as Registrar of Voter. He would like to change the meeting date if agreed with Commissioners. They agreed and meeting will be Monday, May 8, 2017
B) Insurance Policy – See Item 7B
C) Clerks Computer – Clerks computer is having a battery issue – it is not fully charging. Commissioner Yeomans said he will check E-Bay and see about purchasing another battery and then install it.

- 13 Other Business: NONE
14 Items for Future Agendas: NONE ADDED
15 Public Comment: NO PUBLIC PRESENT

- 16 Adjournment: **Motion to adjourn at 8:10p.m.**
Motioned by M. Williams 2nd by W. Barton APPROVED BY ALL

Submitted by

Carol Barton

Carol Barton
Clerk

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

RECEIVED FOR RECORD
04-04-2017 @ 2:29 PM
Mildred Powers
ASST. TOWN CLERK