

**EXECUTIVE COMMITTEE MEETING MINUTES**  
**NOANK FIRE DISTRICT**  
**10 WARD AVENUE**

Date: 11/11/2025

**I. Call to order**

The meeting was called to order at 7:01 PM by Chairman Michael Noel.  
Committee members present: Michael Noel, Katherine Rathbun, David Steel  
Others present: Michael Gale (Fire Chief), Ted Rathjen (Water Company Superintendent), Frank Lewis (Water Company), Charlie Chaffee (Fire Marshal), Cindy Steel (Treasurer), Bill Mullholland (ZEO), Nancy Gilmore (NFD Clerk)

**II. Public Comments**

- III.** A motion (DS/KR) to approve the October 14, 2025 meeting minutes as amended passed.  
A motion (KR/DS) to approve the October 28, 2025 Special Meeting as amended passed.

**IV. Reports by District Officials**

Michael Gale reported for the Fire Department. There were 0 Fire calls, 41 EMS calls, 1 Hazmat call, 26 Other calls totaling 68 calls. On October 1, Chaffee and Gale attended the NLCFC meeting at MES Shipman's in Waterford. On October 8, Gale attended training in Saratoga Springs NY on the upgraded reporting system. On October 11, the Department provided coverage to Groton City Fire Department while they were operating at a 3<sup>rd</sup> alarm fire. On October 16, the Department held its Annual Open House. It was well attended and Chief Gale would like to thank the Volunteers who made it possible, and the public for sharing their day with us. On October 16, MES Shipman performed maintenance on G42 pump packing. On October 27, Gale moved the Fire Alarm wires to their permanent poles on the Elm Street Culvert Project. On October 28, Chaffee and Gale attended the Special Meeting of the Noank Fire District about the proposed Fire Engine purchase. On October 29, Gale hosted the Groton Fire Officers User Committee in the Company Room. Also on October 29, PlymoVent performed annual maintenance on the vehicle exhaust system. On October 30, Kinsley Power installed the upgraded Transfer Switching Gear for the station generator.

Chaffee reported for the Fire Marshal. All systems were tested. Inspections were performed at 205 Elm Street (50 Apartments) and 937 Groton Long Point Road. The fire prevention Open House went very well. Chaffee attended NLCFCA at MES Shipman, NEFCA Fire Expo in Uncasville, and OEDM at Mohegan Sun. G-4 and G-40 lights were installed. 94 Brook Street had an above ground tank removed.

Bill Mulholland gave the ZEO Report. There were 6 permits issued in October. They are doing well with STRs.

Ted Rathjen reported for the Water Company. There were 12 CBYD calls. Rathjen has had several meetings with TOG GIS office to discuss upgrading our GPS ability to record information accurately. Currently their accuracy is 1-2 meters. New technology will improve accuracy to under 6 inches. Rathjen is investigating the best system to work with our tablets and phones. Karl Acimovic has been retained by NWC to design Main Street Repaving Project. Rathjen has alerted TOG Facility Director of our plan. Rathjen is also discussing plans to eliminate the north end of the system's dead end. This will improve water quality, especially to the Congregate, improve fire suppression and back up source of water supply to the Northside of our system. Karl Acimovic and Rathjen have had several meetings discussing the two bridge replacements on Rte 215. They provided our rates and time estimates for the Amtrak Bridge. They are now formally keeping records of time for reimbursement. The Elm Street Culvert is complete and they are calculating their hours for reimbursement. Rathjen attended the Annual CTRWWA meeting. Rathjen received the 2025 Small Water System Manager of the year award.

Cindy Steel presented the Treasurer's Reports.

**V. Communications**

**VI. Old Business**

**VII. New Business**

**VIII. Other Business**

A discussion on Zoning Fees occurred. Rick Smith and Bill Mulholland will get together on finalizing the fees. Noel is looking for a business to do snowplowing for the Firehouse, Noank Historical Society and Water Company driveway. Ted Rathjen has asked the Executive Committee to finalize a \$250,000 loan for the Water Company as soon as possible. Rathjen would like to see a five year plan instituted in 2026.

A water budget meeting will be held on December 4, 2025 at 6 PM.

**VIII. Adjournment**

A motion to adjourn (Rathbun/Steel) passed. The meeting was adjourned at 8:00 PM

Respectfully Submitted,  
Nancy Gilmore  
Noank Fire District Clerk