

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

Date: 04/08/2025

I. Call to order

The meeting was called to order at 7:00 PM by Chairman Michael Noel.
Committee members present: Michael Noel, David Steel, Katherine Rathbun
Others present: Michael Gale (Fire Chief), Ted Rathjen (Water Company
Superintendent), Charles Chaffee (Fire Marshal), Cindy Steel (Treasurer), Frank Lewis
(Water Company), Nancy Gilmore (NFD Clerk), William Mulholland (ZEO)

II. Public Comments

III. A motion (Noel/Steel) to approve minutes of regular meeting 03/11/2025 as amended passed.

IV. Reports by District Officials

Chief Gale reported for the Fire Department. In March there were 0 fire calls, 17 EMS calls, 1 Hazmat call and 12 Other calls totaling 30 calls. On March 11, the Department held bi-annual CPR refresher training. On March 12, Gale attended CT IAAI meeting and training seminar in Willimantic. On March 14 Fire Marshal Chaffee and Gale had a meeting with a concerned citizen at 46-52 Main Street.

Fire Marshal Chaffee reported for the Fire Marshal's office. The monthly inspections at the firehouse were performed. Chaffee attended an NLCFCA meeting about The Gardner Lake Fire. He attended an EMT-R at MPFD on 03/10-03/13. Main Block violations are actively being worked on. Parking at Main and Pearl Streets is becoming an issue.

There were 8 ZEO permits issued in March.

Ted Rathjen read the report for the Water Company. There were 25 CBYD calls in March. They are continuing with updating Tap Cards for their new ESRI mapping system. Several meetings were held regarding the Elm Street Culvert Project. Several meetings were held with the USDA regarding the Water Grant. Little Gull Lane would be considered a new system and would need to go through the full Environmental Impact Study, Engineering Report and Survey. The Water Company Engineer, Wright and Pierce Engineering, Ted Rathjen, Michael Noel, Greg Hanover and Frank Lewis explored upgrading the water system on Main and Pearl Street as part of the Main Street renovation project. They agreed to move forward with that project for the following reasons.

1. The Grant can be used without restriction for Pipe Replacement
2. The project engineers will provide Survey and Engineering Data and fund the reports other than Water System Design.
3. The renovation project will fund the cost of paving and curbing.

4. No Environmental report is needed.
5. There will not be digging after the renovation.

Michael Noel will send a letter to the Little Gull Association with preliminary cost estimates for the association to determine if they want to proceed. The Elm Street culvert project will require a temporary main below the ground. Alternating lights will be set up on Elm Street. The project is scheduled to be done by October 1.

Cindy Steel provided the Treasurers Reports. The ongoing issues with QB online are still being resolved.

V. Communications

VI. Old Business

Katherine Rathbun will meet with Bill Mulholland to discuss new rates for zoning permits. The budget meeting will be held on April 17 at 6:00PM. David Steel continues to work on the Employee Handbook. He will send a draft to our attorney when it is ready.

VII. New Business

VIII. Other Business

None

IX. Adjournment

A motion to adjourn (Rathbun/Steel) passed at 7:45 PM.

Respectfully Submitted,

Nancy Gilmore
Noank Fire District Clerk