



TOWN OF SUFFIELD

Meeting Minutes
Fire Commission
Regular Meeting

RECEIVED

By Michele Urch at 1:42 pm, Jun 16, 2026

Meeting Date: June 9, 2026

Time: 6:30 p.m.

Location: Hybrid (In-Person and Zoom)
Suffield Police Station, 911 Mountain Road, Suffield CT 06078

In Attendance: Interim Fire Commission Chair, Colin Moll, Commissioner Bucior, Commissioner Christian, Commissioner O'Hurley, Commissioner Prusi, Commissioner Thibedeau, Commissioner Vindigni, Chief Gauthier, Kris Lambert, Executive Assistant to the First Selectman & Director of Public Works

Call to Order

The meeting was called to order at 6:30 p.m. by Chair Moll.

Pledge of Allegiance

Roll Call

Public Comment

None.

Discussion and Approval of May 12, 2026 Regular Meeting

Commissioner Prusi motioned to accept the May 12, 2026 Regular Meeting Minutes. Commissioner Vindigni seconded. The motion passed with a vote of 4-2 in favor (Prusi, O'Hurley, Thibedeau, and Vindigni), and 2 opposed (Bucior and Christian).

Commissioner Thibedeau raised a procedural point of order regarding the pattern of uncontextualized opposition votes on minutes over the past four months, citing Robert's Rules of Order. Commissioner Thibedeau distributed two packets prepared for each Commissioner and Interim Chair Moll, containing the Commission's current Laws and Regulations and a copy of parliamentary procedure, highlighting that under Robert's Rules, a member cannot simply object to minutes without offering a specific correction and the current Laws and Regulations for the Fire Commission adopted Roberts Rules of Order in conducting meetings. Commissioner Thibedeau's research from 2023 to present, only one prior opposition occurred in 2025, whereas the last four months of 2026 have seen a consistent 4-2 vote with opposition by the same 2 Commissioners.

Chair Moll acknowledged the concern and stated he would consult the town attorney on the matter.

Opposing commissioners offered no comment when asked for clarification.

Election of Fire Commission Chair

Chair Moll began the Election of Chairperson.

Nominations for the position of Chairman

Commissioner Thibedeau nominated Nathan Prusi for the position of Chairman. Commissioner Vindigni seconded the nomination.

Commissioner Bucior nominated Paul Christian for the position of Chairman. Commissioner O'Hurley seconded the nomination.

Vote of Nathan Prusi for the position of Chairman

Vote: 3 in favor (Prusi, Thibedeau and Vindigni) and 3 opposed (Bucior, Christian and O'Hurley).

Motion failed.

Vote of Paul Christian for the position of Chairman

Vote: 3 in favor (Bucior, Christian and O'Hurley) and 3 opposed (Prusi, Thibedeau and Vindigni).

Motion failed.

Continued Discussion of Fire House HQ in regard to the Facility Master Plan

Chair Moll opened the discussion of the options presented by Tecton, Colliers, and PBC from the joint meeting at the end of May and invited commissioners to share their preferred option of a new firehouse (Option 2) versus renovation/addition of the existing building.

Commissioner O'Hurley expressed support for a new firehouse (Option 2).

Commissioner Vindigni supported Option 2 from a long-term investment perspective, noting that renovation and addition on the current congested site would be problematic over a 60-year horizon.

Commissioner Prusi expressed support for a new firehouse (Option 2).

Commissioner Thibedeau expressed support for Option 2 and specifically advocated including the training room.

Commissioner Bucior expressed support for a new firehouse (Option 2) with the training room.

Commissioner Christian expressed support for a new firehouse (Option 2) with the training room.

Chief Gauthier expressed support for Option 2 with a training room, noting it would be approximately double the size of the current meeting room.

Chair Moll will communicate the commissions support of support of Option 2 to PBC Chairman Goff. He noted the project cost is estimated at \$15–18 million, alongside a potential \$60–75 million Board of Education project, both potentially going to referendum. He clarified that there is no strict, "blackout date"; factual information can be distributed publicly, but commissioners acting in official capacity cannot advocate for a vote. Mentioned the referendum is now targeted for March rather than November to allow more time for public outreach.

Continued discussion of Fire House HQ in regard to the Facility Master Plan

Updates from Task Forces

Career Recruitment:

No updates provided.

Volunteer Recruitment and Retention:

Commissioner Vindigni met with Commissioner Thibedeau and Chief Gauthier to discuss the draft of policies presented at last month's meeting. Three were prepared for voting tonight by the Commission.

Facilities:

Covered under the Facility Master Plan discussion.

Fire Commission Procedures:

The draft Fire Commission Policies and Procedures remained under review since the previous meeting to allow Commissioners an opportunity to review the document and provide feedback. When asked, no feedback was reported. The subcommittee will proceed with formatting the policies.

Commissioner Prusi questioned whether a conditional offer must precede a background check. Commissioner Thibedeau, Commissioner Bucior and Commissioner Prusi to proceed with the drafting of procedures.

Apparatus:

No updates provided.

Budget:

Commissioner Vindigni deferred to wait until this fiscal year concluded and plan to meet with Commissioner Christian and Chief Gauthier in July or August for next fiscal year.

Bylaws/Rules and Regulations

Commissioner Prusi, Commissioner Bucior, and Commissioner Thibedeau will meet at the end of the month to begin a page-by-page review and will present a draft at a future meeting.

Discussion on Review and Updating of By-Laws

No discussion.

Discussion on Review of Policy and Procedures

Three policies were presented for approval.

Commissioner Thibedeau identified an amendment needed in Policy 1, Training and Stipend Eligibility Policy, and motioned for approval of all three policies pending the correction. Vote: 6-0 in favor. Motion passed unanimously.

Chief Gauthier will present the remaining policies targeted at the September meeting.

Fire Chief's Report**Correspondence:**

- Thank you card and snacks received from the garden club following crew assistance at their May market.
- Suffield Community Aid donated smoke detectors; the department has already deployed several, benefiting both the fire department and Community Aid's inspection process.
- Recognition of service letter received for the retirement of Kevin Seger from State Rep Zawistowski.
- Thank you letter received from Donna and Kevin Rabbett following a structure fire on Spruce Street.
- Swearing-In Ceremony Invitation for June 24, 2026, for Chief Gauthier, Lieutenant Louis, and four new firefighters.

Financials:

Chief Gauthier presented financials.

Commissioner Vindigni commented on overages including facilities, tuition and office supplies and the fire equipment budget's remaining funds. Training budget has remaining funds that may be difficult to spend in the remaining three weeks of the fiscal year; the Chief will sign up for hosted classes to utilize those funds.

Commissioner Christian motioned to accept the financial as presented. Commissioner Bucior seconded. Vote: 6-0 in favor. Motion passed unanimously.

Calls and Activities:

Chief Gauthier reported that the department responded to 47 calls for service during the past month.

Calls of Interest

- Medical call for an unconscious victim on 138 Russell — successful transport.
- Vegetation/grass fire on Spruce Street — handled quickly.
- Mutual aid to Southwick on 48 Point Grove Road — structure fire, ladder truck deployed.
- Motor vehicle accident at Sheldon and Mountain Road — Lieutenant Godin commanded; involved five Suffield Academy students, one transported with minor injuries.
- Potential chimney fire on Mapleton Ave — false alarm; mutual aid from Thompsonville and Enfield.
- Mutual aid to Bloomfield — horse rescue; coordinated by Lieutenant Godin.
- Medical standby on Thrall — lift assist, no action required.

Activities

- Engine 2 crew attended Honor Flight Ceremony at the Air Guard.
- Firefighter Hudson Wang graduated from Firefighter 1 and is now responding as a firefighter.
- Hose testing completed; some hose failed and purchases are needed.
- Observer interview conducted.
- Student talk at Suffield Middle School regarding improper fire alarm use.
- PMC Bike Ride — ladder truck and crew with American flag.
- Garden club tent setup.
- All ladders tested.
- Ride to School event on the 20th.
- PPE sizing for members.
- Interviews for new Part-Time Firefighter.
- Firefighter Corrado attended recruit graduation on May 20, 2026.
- Ladder truck at Doyon 5K with American flag.
- Policy task force meeting.

Apparatus:

- Rescue out of service due to electrical issue (sensor replacement expected — minor fix).
- Station 1 and Station 2: No report.
- Station 3: Final event issue resolved through coordination between DPW and Chief Gauthier.
- Station 4: Floors being ordered; gym equipment to be moved in once floors are installed.

Station and Facilities:

No updates provided.

Equipment:

No updates provided.

Personnel:

No updates provided.

Career:

- Firefighter Corrado started May 25, 2026.

Volunteer:

- Volunteer John Flanagan returned from Air Force basic training and is back on the line.
- David Robles: Physical scheduled.
- Alexander Honey and James Quinn: Physicals complete; to be sized for gear.
- Beau Orłowski: Physical complete, gear issued.
- Jayson Gaugh: Physical still needed.

- Daniel Coleman: Released; pursuing paramedic program in the fall, which conflicts with Firefighter 1 timing — on hold.
- Fire Marshal Eric Vincent: Applied to be a Volunteer Firefighter.

Commissioner Vindigni motioned to accept Eric Vincent as a Volunteer Firefighter. Commissioner Thibedeau seconded. Vote: 6–0 in favor. Motion passed unanimously.

Commissioner Christian and Bucior expressed concern about rehiring previously released members, including John Shelanskas, Chris Swor, and Paul Caginalp.

Discussion continued regarding the need for a written policy. Commissioner Thibedeau stated that a policy is necessary to ensure a fair, consistent, and unbiased process with clearly defined expectations going forward. Commissioner Thibedeau expressed concern that expectations and procedures were being enforced in areas where no written policies existed and stated that written policies are necessary. Commissioner Bucior disagreed, stating that past practice has been sufficient and that not all procedures need to be formally documented.

Interim Chair Moll requested numbers be shared at the next meeting. Chief Gauthier will provide them.

Lieutenant Reports

Lieutenant Louis presented training activities for May.

- Joint training with the Town of East Granby on May 11 (drill at East Granby) and May 18 (live burn at Fire Academy with East Granby joining).
- May 25: No drill due to holiday.
- Cadet training: Ropes and knots on May 14; vent and search, firefighter mayday drags and carries, and training props on May 28.
- Friday daytime drills: Ropes and functional fitness; competitive functional fitness timed event on May 22.
- Drills shifted to Saturday mornings to accommodate volunteers who cannot attend Friday mornings.
- Training program is active and well-attended; functional fitness initiative is generating strong interest and participation.

Chairman and Secretary Reports and Updates

Chairman:

- Swearing-In Ceremony: June 24, 2026 at 5:30 PM.
- Employee, Volunteer, Board and Commission Member Appreciation BBQ: June 18, 2026 at 5:30 PM.

Secretary: No updates; reminded commissioners to include attachments with submissions for inclusion in minutes.

Adjournment

Commissioner Thibedeau made a motion to adjourn the meeting at 6:38 p.m. Commissioner Bucior seconded the motion. Vote: 6–0 in favor. Motion passed unanimously.

Respectfully submitted,
Shannon Foley
Recording Secretary

Amanda Thibedeau
Fire Commission Secretary

Attachments (6):

1. Current Suffield Fire Commission's Laws and Regulations,
2. Parliamentary Procedure,
3. Fire Department Financials,
4. Chief's Report,
5. Calls and Activities,
6. Lieutenant's Report

Town of Suffield
Board of Fire Commissioners
Rules and Regulations

I. BOARD OF FIRE COMMISSIONERS

- A. The Board of Fire Commissioners shall carry out all the duties and responsibilities as granted in Special Act No. 89 and Act establishing a Fire Department in the Town of Suffield and by the Town Charter.
- B. The Board of Fire Commissioners shall have general management, supervision and control of the department, shall have sole power of appointment, promotion and removal of officers and department members and shall establish such policies and procedures as needed for the smooth and efficient operation of the department.
- C. The Chief of the department or his designee, shall be the senior official at the scene of an emergency. Commission members shall have no operational authority on an emergency scene and should not attempt to direct or control an emergency operation or fire.

II. RULES AND REGULATIONS FOR CONDUCT OF MEETINGS

A. TYPES AND SCHEDULE OF MEETINGS

- 1. REGULAR MEETINGS-The commission shall establish its schedule of meeting dates, times, and location at or before the Regular Meeting held in November each year.

Regular Meetings may be suspended by vote of the Commission.

The annual schedule of Regular Meetings shall be posted in the Town Clerk's office by January 1st of each year.

- 2. SPECIAL MEETINGS-Special meetings may be convened either by the Chairmen or, upon the request of a majority of the Commission members.

Special meetings may be called up to 24 hours before the time set for the meeting by posting a notice in the Town Clerk's office. The notice shall state the time, place, and business to be transacted. No other business may be transacted.

Commission members shall be notified no later than 24 hours before the meetings. Notice must be made by verbal contact or via email.

3. EMERGENCY MEETINGS-Emergency Meetings may be convened either by the Chairman, or upon the request of a majority of the Commission members.

Emergency Meetings may be held to address critical matters without complying with the preceding notice requirements. However, minutes, including the reason for the emergency meeting must be filed with the Town Clerk within 72 hours after the meeting.

B. AGENDAS

1. A written agenda shall be made available by the Chairman and posted in the Town clerk's office of all Regular and Special meetings at least 24 hours before the meeting.
2. A copy of the agenda shall be transmitted to Commission members and others who have requested the same prior to the meeting. A fee may be established by the Commission to recover the cost of such individual requests.
3. Any Commission member desiring to have a topic listed on the agenda shall contact the Chairman at least 9 days prior to the meeting.
4. Any item can be added to the agenda at any Regular Meeting by 2/3 vote of the Commission members present and voting.
5. The order of the agenda may be modified, if necessary, by vote of the members present and voting.
6. Relevant public input regarding agenda items shall be allowed under the direction of the Chairman.

C. ORDER OF BUSINESS

1. Call to Order
2. Pledge of Allegiance
3. Roll Call (silent)
4. Introduction of New Members
5. Secretary's Report
6. Minutes:
7. Financials:
8. Correspondence:
9. Calls & Activities:
10. Public Comment:
11. Old Business:
12. New Business:
13. Chief's Report:
 - Fire Apparatus:
 - Fire Stations:
 - Equipment:
 - Personnel:
 - Applications:
 - New Recruit Status:
 - Change in Member's Status:
 - Training:
14. Incident-Commander's Report:
15. Chairperson's Report
16. Adjournment:

D. MINUTES:

1. Minutes shall be taken by the Commission secretary or such individual as designated.
2. The secretary or their designate shall prepare type-written minutes and file them with the town Clerk within 7 days following the meeting.
3. The minutes must contain the record of each member's vote upon any issue and be made available to the public on request within 48 hours, excluding weekends and holidays.

E. PARLIAMENTARY PROCEDURE:

1. The Commission shall follow "Roberts Rules of Order" in conducting its meetings.
2. A majority of the members of the Board shall constitute a quorum.
3. The Chairman shall rule on points of order, and such ruling shall be final.
4. Meetings shall be held in accordance with the "Connecticut Freedom of Information Act."

F. CORRESPONDENCE:

1. Correspondence shall be handled by the Chairman or in his absence a Commission member as designated by vote of the Commission.

G. FINANCIAL:

1. The Commission members, with the assistance of the Chief, shall formulate an annual operating budget for each fiscal year.
2. The proposed budget shall be submitted in accordance with procedures and times specified by the Board of Selectmen, but not later than January 1st for the year.
3. The Chief of the Department shall be authorized to approve and expend funds within the approved budget as required in the daily operation of the department.
4. All policies and procedures adopted by the Town Treasurer and the Board of Fire Commissioners relative to expenditures shall be strictly adhered to.
5. The allocated budget shall not be exceeded except with approval by the Board of Fire Commissioners and the Board of Finance.

6. In the Absence of the Chief, the chief, with prior approval of the Commissioner Chairman may delegate some or all of his administrative duties to other department personnel, or the commission Chairman may assume the administrative duties of the Chief.

III. AMENDMENTS

- A. Any proposed amendment to the rules and regulations in Article I and/or II shall be submitted in writing at a Regular Meeting of the commission. Such proposed amendment shall thereupon be read and without further action shall be laid upon the table until the next Regular Meeting of the Commission when the same may be considered and acted upon, and such proposed amendment shall become part of these rules and regulations when adopted by vote of 2/3 of active members of the commission. All members shall receive a copy of the proposed change (s) before voting thereon.

Revised: June 2024

Approved: July 2024

Paul Christian, Chairman

Board of Fire Commissioners

If you've adopted Robert's Rules, much of your meeting planning is done for you. This order of business framework is really all you need to develop your meeting agenda.

Approving the minutes

In the years before word processors and copy machines, the secretary wrote the minutes of meetings in a book kept for that purpose. When the next meeting rolled around, the secretary read the minutes, the chairman asked for any corrections, and the secretary made notations in the margins of the minutes being corrected.

Today technology has made its mark on meeting minutes. The secretary can now draft the minutes and easily send copies to the members for them to read before the meeting; then members can come to the meeting prepared with any corrections. You can still read the minutes aloud to the members in the meeting, if you want to, but if time is precious, distribute the draft of the minutes in advance.



WARNING

You need to be mindful that minutes drafted ahead of time aren't the official minutes *until the members approve them*. Because changes may be made in the minutes before they're approved, it's good practice for the secretary to note somewhere on the distribution copy that it's a "draft for approval" at the next regular meeting. Flip to Chapter 17 for the complete breakdown of how to write good minutes.

Members who make notes of any corrections to meeting minutes are able to keep accurate records if they keep their copies of the draft minutes on file (if a final version isn't automatically distributed to them at a later date).

Handling the approval of your minutes

Contrary to popular belief, a motion to approve minutes is unnecessary and a waste of time.

The process for approving minutes (as opposed to their correction after having been approved) involves only taking and

disposing of proposed corrections followed by the presiding officer's declaration that the minutes are approved.

The presiding officer says, "The minutes have been [read/distributed] to you. Are there any corrections?" If corrections are offered, the chair handles each by offering the correction to the membership, just to be sure everyone agrees that the correction is accurate. When no (further) corrections are offered, the presiding officer says, "If there are no (further) corrections . . . (pause) . . . the minutes are approved as [read/distributed/corrected]."

That's all there is to it.



WARNING

It's never in order for a member to simply object to the approval of minutes. If a member has some objection to the content of the minutes, they must offer a correction. If disagreement arises about the correction, the correction can be amended using the rules for amendments. Check out Chapter 9 for details on procedures for handling amendments.

Approving minutes by committee

If the assembly isn't meeting again for a long time (if at all), such as in annual membership meetings, conventions of delegates, or the last meeting before a periodic change of some or all of the assembly's members, such as in a board or other elected body, the process of approving the minutes is delegated to a special committee or an executive board. This practice produces an approved and legal record of the meeting shortly after the meeting closes but before memories of what occurred in the meeting fade.



WARNING

If yours is a group that customarily deals with minutes by a motion to "dispense with the reading of the minutes," you need to make a change. Your intent is probably to approve them with that motion, but you don't actually approve anything. You just agree not to read them at that time. If you've adopted a motion to dispense with the reading of the minutes, you've not foregone their reading. You've delayed it.

TOWN OF SUFFIELD

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0151011 FIRE COMMISSION							
50160 PAYROLL							
0151011 50160 PAYROLL	882,693	882,693	743,803.99	.00	.00	138,889.01	84.3%
50210 EMPLOYEE BENEFITS							
0151011 50210 EMP BEN	67,526	67,526	54,280.75	.00	.00	13,245.25	80.4%
50310 CONTRACTED SERVICE							
0151011 50310 CONTR SVC	0	0	4,065.00	.00	.00	-4,065.00	100.0%
50344 HEALTH SERVICES							
0151011 50344 MEDICAL EX	5,500	5,500	5,909.24	.00	.00	-409.24	107.4%
50384 UNIFORMS AND CLEANING							
0151011 50384 UNIFORMS A	7,000	7,000	15,975.79	.00	.00	-8,975.79	228.2%
50419 MTNCE FIRE RADIOS							
0151011 50419 MTCE RADIO	1,500	1,500	.00	.00	.00	1,500.00	.0%
50433 REPAIRS AND MAINTENANCE EQUIPM							
0151011 50433 REPAIRS AN	14,000	14,000	12,445.25	.00	1,080.00	474.75	96.6%
50435 REPAIRS AND MAINTENANCE BUILDI							
0151011 50435 RM - BLDG	6,000	6,000	44,954.59	.00	.00	-38,954.59	749.2%
50436 REPAIRS AND MAINTENANCE VEHICL							
0151011 50436 RM VEH	55,000	55,000	56,692.43	.00	.00	-1,692.43	103.1%

TOWN OF SUFFIELD



YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR:		ORIGINAL	REVISED	YTD	MTD	ENCUMBRANCES	AVAILABLE	PCT
0151011	FIRE COMMISSION	APPROP	BUDGET	EXPENDED	EXPENDED		BUDGET	USED
50439 SERVICE MAINTENANCE CONTRACTS								
0151011	50439 SERV MAINT	30,000	30,000	29,443.60	.00	.00	556.40	98.1%
50520 PROPERTY INSURANCE								
0151011	50520 PROP INS	300	300	.00	.00	.00	300.00	.0%
50530 POSTAGE								
0151011	50530 POSTAGE	50	50	37.01	.00	.00	12.99	74.0%
50560 TUITION								
0151011	50560 TUITION	0	0	8,285.00	.00	.00	-8,285.00	100.0%
50581 MILEAGE/CAR ALLOWANCE								
0151011	50581 MILEAGE/CA	50	50	3.25	.00	.00	46.75	6.5%
50610 OFFICE SUPPLIES								
0151011	50610 OFF SUPP	850	850	1,817.77	.00	.00	-967.77	213.9%
50621 NATURAL GAS AND PROPANE								
0151011	50621 NAT GAS	1,132	1,132	.00	.00	.00	1,132.00	.0%
50626 GASOLINE								
0151011	50626 GASOLINE	3,900	3,900	2,514.23	.00	.00	1,385.77	64.5%
50628 DIESEL FUEL								
0151011	50628 DIESEL FUE	10,000	10,000	11,270.36	.00	.00	-1,270.36	112.7%

TOWN OF SUFFIELD



YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0151011 FIRE COMMISSION							
50690 OTHER SUPPLIES							
0151011 50690 OTHER SUPP	1,000	1,000	1,958.25	.00	.00	-958.25	195.8%
50693 FOOD SUPPLIES							
0151011 50693 FOOD SUPPL	2,000	2,000	3,445.67	.00	.00	-1,445.67	172.3%
50725 EQUIPMENT FIREFIGHTING							
0151011 50725 EQ FIRE	40,000	40,000	2,134.87	.00	.00	37,865.13	5.3%
50726 FIRE EQUIP RADIOS							
0151011 50726 FIRE RADIO	3,400	3,400	.00	.00	.00	3,400.00	.0%
50733 FURNITURE, FIXTURES AND EQUIPM							
0151011 50733 FURNITURE,	4,500	4,500	362.00	.00	3,626.95	511.05	88.6%
50810 DUES AND FEES							
0151011 50810 DUES AND F	2,000	2,000	979.67	.00	.00	1,020.33	49.0%
50812 TRAINING							
0151011 50812 TRAINING	28,000	28,000	8,132.01	.00	.00	19,867.99	29.0%
TOTAL FIRE COMMISSION	1,166,401	1,166,401	1,008,510.73	.00	4,706.95	153,183.32	86.9%
TOTAL EXPENSES	1,166,401	1,166,401	1,008,510.73	.00	4,706.95	153,183.32	

TOWN OF SUFFIELD

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	1,166,401	1,166,401	1,008,510.73	.00	4,706.95	153,183.32	86.9%

** END OF REPORT - Generated by BRIAN GAUTHIER **

TOWN OF SUFFIELD

YEAR-TO-DATE BUDGET REPORT



REPORT OPTIONS

Sequence	Field #	Total	Page Break
Sequence 1	9	Y	Y
Sequence 2	11	N	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:
YEAR-TO-DATE BUDGET REPORT

Print Full or Short description: S
Print MTD Version: Y
Print Revenues-Version headings: N
Format type: 1
Print revenue budgets as zero: N
Include Fund Balance: N
Include requisition amount: N
Multiyear view: F

Year/Period: 2026/13
Print revenue as credit: Y
Print totals only: N
Suppress zero bal accts: Y
Print full GL account: N
Double space: N
Roll projects to object: N

Carry forward code: 1
Print journal detail: N
From Yr/Per: 2022/1
To Yr/Per: 2022/12
Include budget entries: Y
Incl encumb/liq entries: Y
Sort by JE # or PO #: J
Detail format option: 1

Find Criteria

Field Name	Field Value
Org	0151011
Object	
Project	
Rollup code	
Account type	
Account status	

TOWN OF SUFFIELD



FIRE DEPARTMENT

DATE: 06/9/2026

TO: Town of Suffield Fire Commission and Suffield First Selectman Colin Moll

FROM: Brian Gauthier, Fire Chief, Suffield Fire Department

RE: Fire Chief's Report

Policy/Procedure: 1) Shift Program Policy
2) Training and Abatement Policy
3) Recruitment and Onboarding Policy
Approval

Correspondence: Thank You card and snacks from Garden Club
Community Aid Donation of Smoke Detectors
Recognition of Service Letter to Kevin Seger from State Rep Zawistowski
Thank you letter from Donna and Kevin Rabbitt-Spruce Street Fire
Swearing In Invite 6/24/26

Financials: See Attached

Calls and Activities: Calls: TBD
Mutual Aid Given: TBD
Mutual Aid Received: TBD

Honor Flight Ceremony: 5/2/26
FF Whang FFI Graduation: 5/5/26
Hose Testing: 5/6,5/7/26
Observer Interview: 5/8/26
SMS Student talk about Fire Safety: 5/8/26
PMC Bike Ride: 5/9/26
Set up tents for Garden Club: 5/13/26
Ladder Testing: 5/18/26
Ride to School: 5/20/26
PPE Sizing: 5/20/26

PT FF Interview: 5/22/26
FF Corrado Recruit Graduation: 5/20/26
Doyon 5k: 5/23/26
Policy Task Force Met: 5/28/26

Apparatus: Rescue: OOS

Stations and Facilities: Station 1- N/A
 Station 2- N/A
 Station 3- Plymo Vent has been fixed
 Station 4- Work in Progress-Showers and Sinks done-next is flooring

Equipment: Hose Testing
 Ladder Testing
 Helmets/Boots/Gloves/Coats/Pants ordered

Personnel:
 Career: FF Corrado started 5/25/26

Volunteer:
 John Flanagan-Returned from Basic
 David Robles- Physical Scheduled
 Alex Honey- Physical Complete
 James Quinn- Physical Scheduled
 Beau Ohowski- Physical Complete/Gear Issued
 Jayson Gaugh- Needs Physical
 Danielle Coleman- Released
 Eric Vincent- Commission Approval

Reached Out to Return:
 John Shelanskas
 Chris Swor
 Paul Caginalp

Primary Incident Types (by month)

Primary Incident Type	Incidents	
	05/2026	Grand Total
Accidental alarm	4	4
Backcountry rescue	1	1
CO alarm	2	2
Chimney fire	1	1
Citizen assist / service call	5	5
Confined cooking / appliance fire	1	1
Controlled burning (Authorized)	1	1
Dumpster / other outdoor container fire	1	1
Electrical power line down / arching / malfunction	2	2
Fire / smoke alarm	7	7
Gas leak / gas odor	3	3
Law enforcement support	1	1
Malfunctioning alarm	2	2
Motor vehicle collision	2	2
Other false call	1	1
Other outside fire	4	4
Person in distress	1	1
Smoke from non-hostile source (Smoke scare)	1	1
Smoke investigation	2	2
Standby request (medical)	1	1
Structural involvement	2	2
Unconscious victim	1	1
Vegetation / grass fire	1	1
Grand Total	47	47

Incident Details

Incident Number	Onset Date	Onset Time	Street Address	Incident Type	Additional Incident Type(s)
26-0000174	5/1/26	14:52	211 N MAIN Street	Fire / smoke alarm	N/A
26-0000177	5/4/26	15:51	1 EMILY Way	Citizen assist / service call	N/A
26-0000179	5/7/26	11:40	54 DEVINE Road	Malfunctioning alarm	N/A
26-0000180	5/7/26	20:16	7 EMILY Way	Accidental alarm	N/A
26-0000178	5/6/26	06:25	133 BRIDGE Street	Fire / smoke alarm	N/A
26-0000182	5/8/26	13:56	390 BOSTON NECK Road	Law enforcement support	N/A
26-0000186	5/12/26	10:25	138 RUSSELL Avenue	Unconscious victim	N/A
26-0000187	5/12/26	14:50	1490 SUFFIELD Street	Other outside fire	N/A
26-0000188	5/12/26	15:34	460 HALE Street	Gas leak / gas odor	N/A
26-0000183	5/10/26	01:17	1221 HARVEY Lane	Smoke investigation	N/A
26-0000189	5/12/26	21:02	1056 N GRAND Street	Other outside fire	N/A
26-0000195	5/16/26	22:21	219 N MAIN Street	Accidental alarm	N/A
26-0000190	5/13/26	14:26	449 MAPLETON Avenue	Other false call	N/A
26-0000196	5/17/26	14:22	241 N MAIN Street	Confined cooking / appliance fire	N/A
26-0000197	5/17/26	15:34	1117 EAST Street S	Other outside fire	N/A
26-0000194	5/16/26	11:21	480 THOMPSONVILLE Road	Accidental alarm	N/A
26-0000192	5/15/26	12:52	311 N MAIN Street	Citizen assist / service call	N/A
26-0000193	5/15/26	16:04	720 THOMPSONVILLE Road	Smoke from non-hostile source (Smoke scare)	N/A

Incident Details

Incident Number	Onset Date	Onset Time	Street Address	Incident Type	Additional Incident Type(s)
26-0000200	5/19/26	15:40	1260 Spruce Street	Vegetation / grass fire	NVA
26-0000203	5/20/26	12:16	30 HARBOURSIDE Drive	Accidental alarm	NVA
26-0000191	5/14/26	00:00	148 POINT GROVE R Court	Structural involvement	NVA
26-0000201	5/20/26	00:36	4 STILES Lane	Fire / smoke alarm	NVA
26-0000202	5/20/26	09:18	1153 EAST Street S	Dumpster / other outdoor container fire	NVA
26-0000204	5/20/26	19:47	725 SHELTON Street	Motor vehicle collision	Vehicle fire - passenger
26-0000205	5/21/26	10:30	964 RUSSELL Avenue	Citizen assist / service call	NVA
26-0000210	5/23/26	12:52	1381 NORTH Street	Other outside fire	Smoke investigation
26-0000211	5/24/26	15:29	41 SUNNY VIEW Drive	Gas leak / gas odor	NVA
26-0000198	5/17/26	16:15	1680 MAPLETON Avenue	Structural involvement	NVA
26-0000215	5/27/26	21:38	183 S MAIN Street	CO alarm	NVA
26-0000214	5/26/26	22:01	1760 MAPLETON Avenue	Fire / smoke alarm	NVA
26-0000206	5/21/26	13:12	7 EMILY Way	Fire / smoke alarm	NVA
26-0000207	5/21/26	18:46	1760 MAPLETON Avenue	Fire / smoke alarm	NVA
26-0000217	5/30/26	11:36	200 DUSKY Lane	Gas leak / gas odor	NVA
26-0000218	5/30/26	17:17	2 HARMON Drive	Citizen assist / service call	NVA
26-0000219	5/30/26	20:30	912 MAPLETON Avenue	Chimney fire	NVA

Incident Details

Incident Number	Onset Date	Onset Time	Street Address	Incident Type	Additional Incident Type(s)
26-0000216	5/28/26	17:09	MOUNTAIN Road	Motor vehicle collision	N/A
26-0000175	5/2/26	07:32	4 GALE Road	Backcountry rescue	N/A
26-0000220	5/31/26	23:52	55 HIGHLAND RIDGE Drive	Malfunctioning alarm	N/A
26-0000213	5/25/26	22:10	1760 MAPLETON Avenue	Fire / smoke alarm	Hazardous material release (Chemical from fixed facility)
26-0000212	5/24/26	20:13	200 KENT Avenue	Electrical power line down / arching / malfunction	N/A
26-0000209	5/22/26	15:51	157 MOUNTAIN Road	Citizen assist / service call	N/A
26-0000208	5/22/26	15:17	935 RATLEY Road	CO alarm	N/A
26-0000199	5/18/26	10:52	43 CHESTNUT Circle	Smoke investigation	N/A
26-0000185	5/10/26	19:15	424 THRALL Avenue	Standby request (medical)	N/A
26-0000184	5/10/26	13:25	65 RANDALL Drive	Controlled burning (Authorized)	N/A
26-0000181	5/8/26	13:57	1060 SHELDON Street	Electrical power line down / arching / malfunction	N/A
26-0000176	5/2/26	20:22	1060 SHELDON Street	Person in distress	N/A

Lieutenant's report for May 2026

Training:

5/11- Drill in East Granby

5/18- Live Burn at CFA

5/25- Memorial Day (no drill)

Cadet Training:

5/14- Ropes and knots review

5/28- VES review, FF Mayday/drag, Training props

Friday Daytime Drills:

5/8- Ropes and Functional Fitness

5/22- Functional Fitness (timed)

Member Spotlight:

-Hudson Whang graduated Firefighter 1 on May 5th

-Zack Corrado graduated recruit school May 25th

-Erick Muniz completed his EMT-B certification