MOODUS FIREHOUSE BUILDING COMMITTEE
MUNICIPAL OFFICE COMPLEX
MEETING ROOM 2
October 15, 2026
6:00 P.M.
SPECIAL MEETING MINUTES
Draft

1. CALL TO ORDER

Craig Mansfield, Chairman, called the meeting to order at 6:06 PM

2. ATTENDANCE

Regular Members Present: Craig Mansfield, Kevin Rutty
Alternate Members Present: Brad Park
Absent: Edward Blaschik**,** Irene Haines, Walter Parkus
Guests: David Stein (Silver Petrucelli), Ben Stoner (Downes), Ryan Patrick (Downes) on Zoom, Scott Scholl (Downes) in person

Brad Park was seated as a voting member in place of Irene Haines.

3. APPROVAL OF MEETING MINUTES

Motion: Kevin Rutty moved, seconded by Brad Park, to approve the September 30, 2026, minutes as presented.
Discussion: None
In favor: C. Mansfield, B. Park, K. Rutty
Opposed: None, Abstained: None, Motion passed.

Motion: Kevin Rutty moved, seconded by Brad Park, to approve the July 23, 2026, minutes as presented.
Discussion: None
In favor: C. Mansfield, B. Park, K. Rutty
Opposed: None, Abstained: None, Motion passed.

4. OLD BUSINESS

A. Continued review of DD Estimate /VE Options – no discussion
B. Silver Petrucelli & Associates – See General Discussion
C. Bills and Invoices - none

5. GENERAL DISCUSSION

A. Discuss Board of Finance meeting and create a path forward.

Craig Mansfield discussed seeking placement on the upcoming Board of Finance agenda to correct misconceptions and answer questions. If the committee is not on the agenda, Craig will speak during public comment.

ISO Rating and Five-Mile-Road Coverage

The committee reviewed an ISO letter dated April 21, 2025. Craig Mansfield noted that properties more than five road miles from a recognized fire station may receive a Class 10 rating and discussed the potential insurance implications. A five-mile-road map from the Town Street station is needed

because a straight-line radius does not reflect actual road access, especially in portions of Moodus.

Call Volume and Station Location

A call-volume map compared 1.5-mile areas around the Moodus firehouse and the Harris property on Mt. Parnassus. The analysis identified 1,428 calls near the Moodus firehouse and 301 near the Harris property. The difference supports retaining a fire station in Moodus and avoiding added travel time by volunteers, fire trucks, and ambulances.

Proposed Space Program

The committee reviewed the approximately 450 square feet of proposed office and shared workspace; 200 square feet of that space is required office space for the Chief and Deputy Chief. The other rooms would support confidential personnel matters, records storage, career staff and union work, officer functions, private testing, study, and continuing education.

Most other spaces—including apparatus bays, laundry, decontamination, locker rooms, a day room, kitchen, bathrooms, mechanical and electrical rooms, telecommunications, EMS storage, and a janitor closet are required for operational support.

Potential Reductions and Phasing

The bunk rooms are the best option for cost reduction, although removal is shortsighted for a facility intended to serve the town for 30 to 50 years. Eliminating such a small area would not reduce fixed costs such as site work, fire protection, electrical service, mechanical systems, and utilities. Phased construction is impractical because the apparatus area depends on bathrooms, kitchen, mechanical systems, and other support functions.

Renovating the Existing Station

The existing station would require substantial renovation which would trigger a Level 3 alteration and require major code, accessibility, fire-protection, mechanical, generator, decontamination, and site-work upgrades. The existing second-floor offices are not ADA-compliant, and the apparatus bays have inadequate spacing and obstructing columns. The committee discussed preparing a comparison of the cost to renovate and expand the existing building with new construction. The costs are expected to be close, and renovation would provide substantially less functionality.

Apparatus Bays and EMS

All proposed bays were described as being in use as soon as the new Firehouse is finished. The design uses five double bays with improved clearances and 14-foot doors; the preferred 20-foot center-to-center spacing was reduced to about 18 feet to control building size. EMS service, and ambulance operations are distinct, but the facility must continue to house two ambulances and provide space for EMS supplies regardless of who operates the ambulance service.

Cost, Design Progress, and Financing

About $400,000 has already been spent on design and the package is nearly ready for bidding. Substantial redesign would require additional fees, take about six months, and escalate construction costs. Craig Mansfield recommended describing annual debt-service and taxpayer impact rather than treating the full project principal as a single-year expense.

The committee decided to:

- Continue advocating for the current fire station plan and frame the case around documented operational need.
- Retain a fire station presence in Moodus as the preferred service model.
- Maintain capacity for two ambulances and required EMS storage regardless of ambulance-service governance.
- Present realistic savings from any reduction, including the fixed costs that would not change.

Seek Board of Finance action in November to advance the resolution toward a town meeting and a possible January referendum.

Action Items:
Craig Mansfield will confirm placement on the October 19 Board of Finance agenda and will attend the meeting even if limited to public comment.
Kevin Rutty will use the website provided by Ryan to map five-road-mile coverage from Town Street and identify uncovered Moodus areas.
Scott Scholl will estimate savings from removing bunk rooms and reducing office area, separating fixed from variable costs.
David Stein will prepare an official renovation-versus-new-construction document and outline the functionality lost under renovation for review by the Board of Finance.
Eric Cantar will create a side-by-side or overlay comparison of the original and current floor plans for a presentation.
The Finance Department will provide annual debt service and taxpayer-impact figures for review by the Board of Finance.
The Recording Secretary will correct the tank capacity in the prior minutes from 150,000 gallons to 15,000 gallons.

6. AUDIENCE OF CITIZENS

A. Public comments: None

B. Next Meeting is TBD

C. Other

7. ADJOURNMENT

Motion: Kevin Rutty moved, seconded by Brad Park, to adjourn the meeting at 6:47 pm. Motion passed unanimously

Respectfully submitted
Martha Hansen,
Recording Secretary