

EAST LYME BOARD OF SELECTMEN  
SPECIAL MEETING OF MARCH 2, 2026  
MINUTES

PRESENT: Dan Cunningham, Ann Cicchiello, Rose Ann Hardy, Candice Carlson and Jason Deeble. Ms. Hardy left the meeting early.

EXCUSED: Cindy Collins

ALSO PRESENT: Finance Director Kevin Gervais and Fire Chief Bill Bundy

Mr. Cunningham called the special meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

2. Budget Review

225 East Lyme Fire Service

Chief Bundy spoke on this budget; his presentation is attached hereto as Exhibit #1.

- The goal is to have 18 full-time firefighters on staff.
- They are requesting six additional firefighters be added in this budget in order to successfully man each of the three fire stations with two fire fighters 24/7.
- As with the Police budget, it is suggested that three firefighters start on July 1, 2026, and the additional three start on January 1, 2027.
- Should only three firefighters be hired, the overtime budget will be high again; having a full staff of firefighters will bring the overtime line down.
- There was discussion on boosting the volunteer program; currently there is not a lot of interest. There is an incredible amount of time and resources that go into training volunteers, for both the town and the individual.
- The Appendix 13 Recommendations from the 2017 Fire Study were discussed and are attached hereto as Exhibit #2.
- They currently have only one part-time firefighter; part-time firefighters cannot be forced to take a shift.
- Chief Bundy reported that he has a number of applications for volunteers, but that only one has all of the necessary certifications.
- It was asked if the town could only staff two of the three firehouses; the answer is no because through the lease we have with the State for that property, the firehouse must be staffed.
- Under the current contract which would need to be re-negotiated to change this, every Saturday is a Kelly Day. A Kelly Day is a designated day off, in this case Saturday, that firefighters receive as part of their work schedule to serve as a crucial component in managing work-life balance.
- The full cost of each firefighter is \$135,000; \$40k for health insurance, \$8k for retirement, \$6k for FICA and \$81k salary.

The Board took a short break and returned at 7:13 p.m. to begin budget deliberations.

**MOTION (1)**

Mr. Deeble MOVED to reduce line 1054801 58790 GOB19 in the General Fund Expenditures \$340,000; from \$1,085,000 to \$745,000.

Seconded by Ms. Cicchiello. Motion passed 4-0.

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MARCH 4 2026  
COUNCIL CLERK

**MOTION (2)**

Ms. Cicchiello MOVED to reduce line 1054803 58320 GOB19 in the General Fund Expenditures \$70,346; from \$370,506 to \$300,159.  
Seconded by Ms. Carlson. Motion passed 4-0.

105411 First Selectman

Because the First Selectman's salary is in this line item, it was decided to table this vote until the full board is present.

1054118 Board of Finance

No changes.

1054120 Finance Department

No changes.

1054131 Assessor

No changes.

1054132 Board of Assessment Appeals

No changes.

1054135 Tax Collector

No changes.

1054141 Human Resources

No changes.

1054142 Personnel

No changes.

1054139 Legal Services

It was discussed that the contract for the former town attorney has not only expired, but that the firm Waller Smith and Palmer has been bought out by a larger firm, Carmody Torrance et al and that the rates were raised. The Town will go out to RFP for the Town Attorney assignment. No changes.

1054143 IT

It was discussed that the IT department is working with the Board of Education to find savings in equipment and resources. It was also suggested that we might look into regional collaboration of GIS services.

**MOTION (3)**

Ms. Cicchiello MOVED to reduce line 53525 Police/EMD/FMO IT Support by \$9,000; from \$259,073 to \$250,073.

Seconded by Mr. Deeble. IN FAVOR; Cunningham, Cicchiello and Deeble. OPPOSED; Carlson. Motion passed 3-1.

**MOTION (4)**

Mr. Cunningham MOVED to reduce the line for NovaTime by \$3,863.  
Seconded by Ms. Carlson. Motion passed 4-0.

1054147 Town Clerk  
No changes.

1054149 Registrars  
No changes.

1054151 Building  
No changes.

1054153 Planning  
No changes.

1054155 Zoning  
No changes.

1054159 Historic Properties  
No changes.

1054160 Brookside Farm Museum  
No changes.

1054161 Probate  
No changes.

1054163 Inland Wetlands Agency  
No changes.

To watch a recording of this meeting, pull a full transcript of the meeting, or to view full budget information, please visit [www.eltownhall.com](http://www.eltownhall.com).

3. Adjourn

**MOTION (5)**

Ms. Cicchiello MOVED to adjourn the March 2, 2026, special budget meeting of the Board of Selectmen at 8:44 p.m.  
Seconded by Ms. Carlson. Motion passed 4-0.

Respectfully Submitted By:



Sandra Anderson  
Recording Secretary

Exhibit #1

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## East Lyme Fire Service



Fire Chief/ Fire Marshal  
William Bundy III

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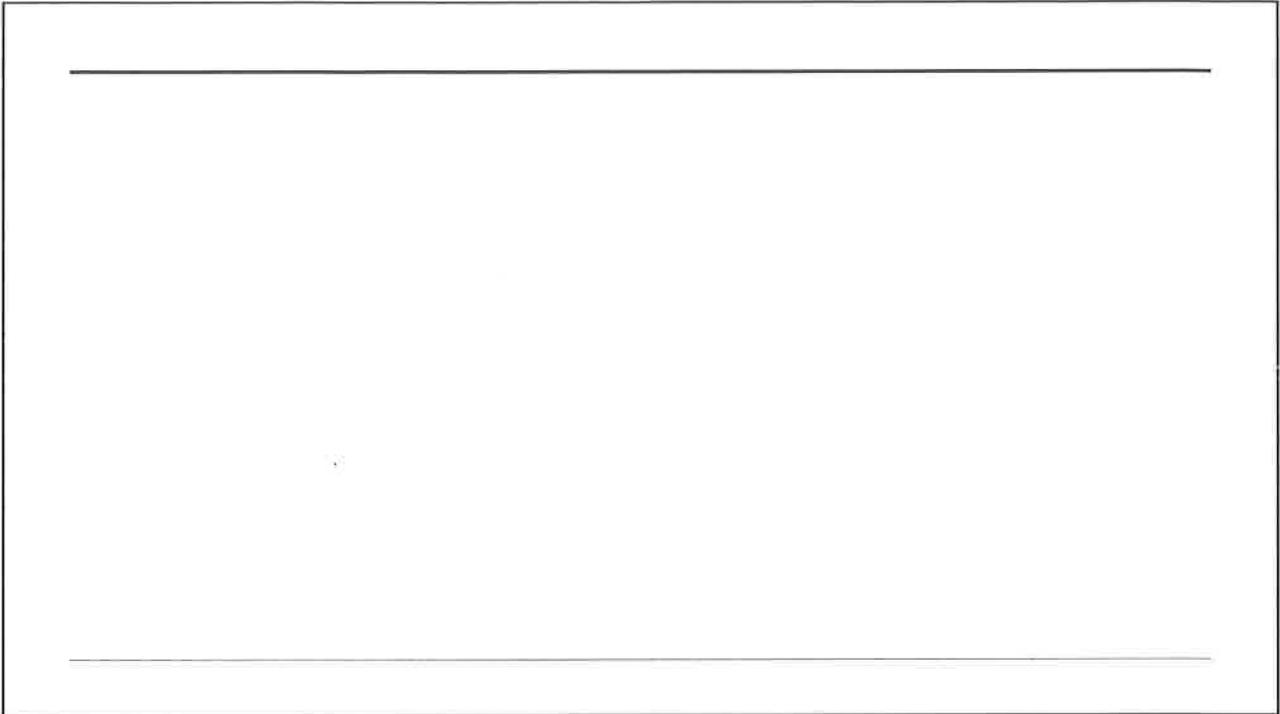
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## Message from Chief Bundy

- The East Lyme Fire Service is committed to providing world-class structural, wildland, and emergency services, including rescue, emergency medical response, hazardous materials response, fire inspections, code enforcement, and public fire & life safety education.
  - Every single day, the men and women of our organization wake to serve and protect over 18,929 residents, visitors, and travelers who live and work in this fantastic town.
  - Every firefighter does their best to live by our mission to provide the services necessary to minimize the loss of life and/or property threatened by the hazards of fire, explosions, medical, chemical, and rescue-related emergencies. The East Lyme Fire Service has a tremendous and rich history, dating back to the 1800s, and is committed to helping one's neighbor.
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## Fire Stations

- Station 1: Niantic HQ 8 Grand Street. Two buildings with built dates of 1923 and 1957.
- Station 2: Niantic Station 2 227 West Main Street. Built in 1976.
- Station 3: Flanders Fire Station Built 1979.

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# Fleet

## Engine Companies

- Engine 1, Manufactured 2024, Call Sign B11, located at Station 1 NHQ. Due for a refurb in 2041.
- Engine 2, Manufactured 2016, Call Sign B22, located at Station 3 FFD. Due for a refurb in 2031.
- Engine 3, Manufactured 2011, Call Sign B13, located at Station 1 NSt2. Due for a refurb in 2028.
- Engine 4, Manufactured 2021, Call Sign B21, located at Station 3 FFD. Due for a refurb in 2037.
- Engine 5, Manufactured 2007, Call Sign B12, located at Station 1 NHQ. To be retired at end of life.

## Ladders Companies

- Ladder 1, Manufactured 2005, Call Sign B15, located at Station 1 NHQ. Due for a refurb in 2027.
- Tower 2, Manufactured 2015, Call Sign B25, located at Station 3 FFD. Due for a replacement 2031.

## Rescue Companies

- Rescue 1, Manufactured 2009, Call Sign B27, located at Station 3 FFD. Due for a refurb in 2029.
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# Fleet Continued

## Specialty Equipment

- Chief Vehicle, Manufactured 2025, Call Sign Car 1, assigned to the Fire Chief.
  - Deputy FM Vehicle, Manufactured 2024, Call Sign Q63, assigned to the Deputy FM
  - Boat 1, Manufactured 1969, Call Sign B91, located at Station 1 NHQ.
  - Boat 2, Manufactured 2021, Call Sign B92, located at Station 1 NHQ
  - Forestry 1, Manufactured 2003, Call Sign B23, located at Station 3 FFD. Due for a refurb in 2030
  - Service 2, Manufactured 2020, Call Sign B16, Located at Station 1 NHQ
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## Fire District

### Response Area Square Miles

- Land: 34 square miles
  - Water: 8 square miles
  - Total: 42 square miles
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## Staffing

- Currently, Full-time firefighters work a 24/48 schedule with a Saturday Kelly Day. This means a Full-time firefighter works a 24-hour shift, 7 a.m. to 7 a.m., and when their shift starts at 7 a.m. on a Saturday, they have the day off. Saturdays are filled with Part-time Firefighters. In the absence of an available part-time firefighter (s), a full-timer (s) will work overtime on Saturday.
  - Currently, two (2) firefighters are always on duty 24/7 at Station 1 NHQ and Station 3 Flanders, giving the East Lyme Fire Service a minimum of four (4) firefighters. Additional Station 2 NST2 is filled with a Part-time Firefighter 14 hours a day from 8 a.m. to 10 p.m..
  - Presently there are two (2) Firefighter/EMT's on military deployment. There is one (1) on workers compensation and one on FMLA. (Operation with eight (8) Firefighter/EMT)
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## Volunteers Continued

Before appointments in 2024, the number of Volunteers who actually responded to calls decreased by 73%.

Between January 1 of 2025 and June 30, 2025, only 1 Volunteer responded to a total of 1 call.

Between June 30, 2025, and present there is no record of any volunteer response.

Year	Active Volunteers
2014	84
2015	88
2016	78
2017	82
2018	82
2019	72
2020	48
2021	40
2022	43
2023	23
2024	12
2025	1



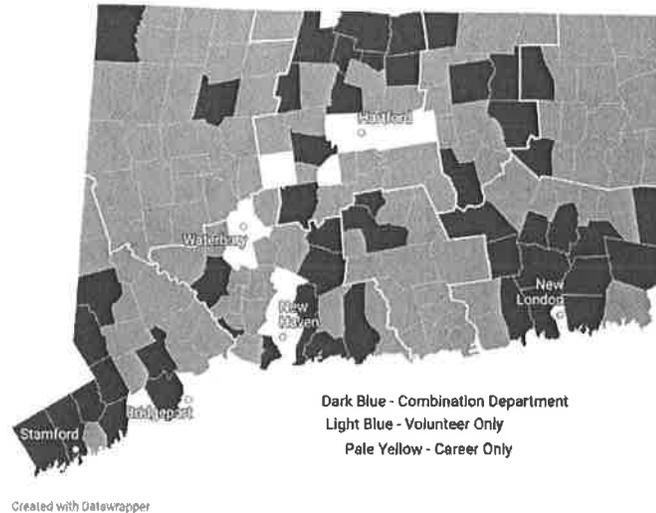
## 2024 Firefighter Census and Department Mapping Project

Brandon Young

## Fire Departments by Type

- 154 municipalities have a volunteer department (88 volunteer only)
- 66 municipalities have both types
- 15 municipalities fully career

CT Distribution of Fire Departments by Type



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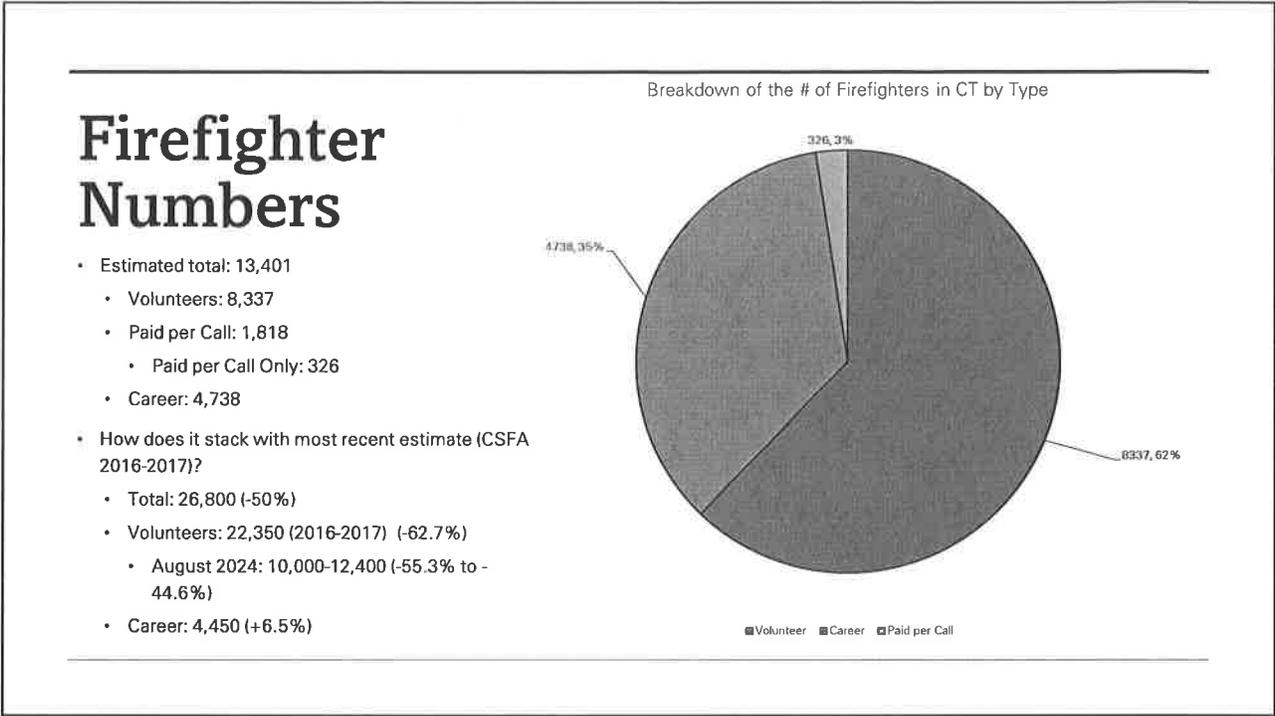
### **Comptroller Sean Scanlon Releases Special Examination on Firefighters in Connecticut May 6, 2025**

The report outlines an extensive survey conducted by OSC to assess the number of fire departments and firefighter – both career and volunteer in Connecticut.

OSC's survey found the number of firefighter in Connecticut has decreased by 50%, with an alarming decline of 62.7% among volunteer forces.

Report states “ Connecticut is facing a firefighter recruitment and retention crisis, and this impacts every city and town in our state”. “This report is meant to be a call to action”.

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## Volunteers Continued

- **“The nation’s volunteer fire service has shed an average of 12,000 firefighter per year falling from about 827,000 members to 635,000 in 2023”** (NFPA Feb 6, 2026)
- **“The number of call for service to U.S. fire departments has increased about 70 % since 2008, from roughly 25 million to 42 million”** (NFPA Feb 6, 2026)
- **“The dire shortage of volunteer firefighters in the US”** (BBC January 25, 2024)
- **“Is Volunteerism Dying or Has Your Marketing Flatlined”** (National Volunteer Fire Council March 12, 2024)
- **“Volunteer firefighters are getting older. It could be a life-or-death issue”** (NPR June 13, 2023)

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## Call Volume

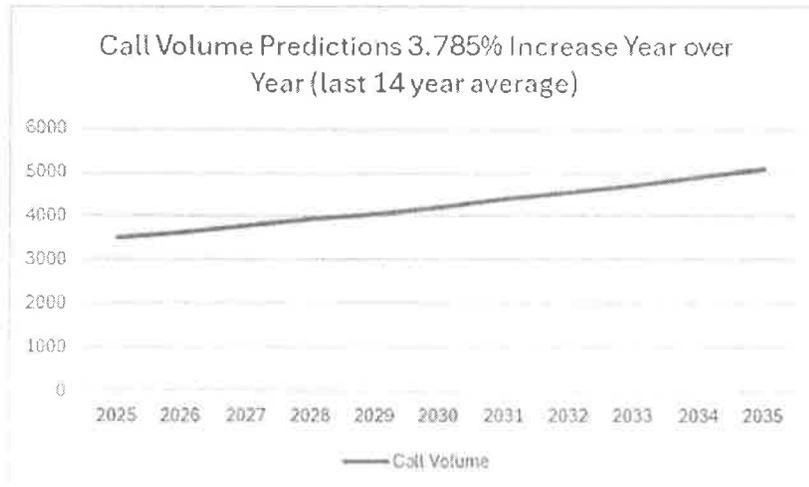
Year	Call Volume	% Increase 1yr	% Increase 3yr	% Increase 5yr	% Increase 10yr	
7/1/2009	6/30/2010	2127				
7/1/2010	6/30/2011	2326	9.36%			
7/1/2011	6/30/2012	2274	-2.24%	6.91%		
7/1/2012	6/30/2013	2468	8.53%	6.10%		
7/1/2013	6/30/2014	2448	-0.81%	7.65%	15.09%	
7/1/2014	6/30/2015	2388	-2.45%	-3.24%	2.67%	
7/1/2015	6/30/2016	2041	10.59%	7.88%	10.14%	
7/1/2016	6/30/2017	2718	2.92%	13.82%	10.13%	
7/1/2017	6/30/2018	2719	0.04%	2.95%	11.07%	
7/1/2018	6/30/2019	2755	1.32%	1.36%	15.37%	29.53%
7/1/2019	6/30/2020	3053	10.82%	12.28%	15.60%	31.25%
7/1/2020	6/30/2021	2937	-3.80%	6.61%	8.06%	29.16%
7/1/2021	6/30/2022	3055	4.02%	0.07%	12.36%	23.78%
7/1/2022	6/30/2023	3110	1.80%	5.89%	12.89%	27.04%
7/1/2023	6/30/2024	3511	12.89%	14.93%	15.00%	47.03%
7/1/2024	12/31/2024	1963	A 10% increase over the same period last year.			

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## Call Volume Predictions

Year	Call Volume
2025	3644
2026	3782
2027	3925
2028	4074
2029	4228
2030	4388
2031	4554
2032	4726
2033	4905
2034	5091

**Year 2025  
Total 3756**



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<b>Call Volume 7/1/2024 - 6/30/2025</b>		<b>Call Volume 7/1/2025 - 2/28/2026</b>	
<b>Calls for Service</b>	<b>Total</b>	<b>Call for Service</b>	<b>Total</b>
<b>Fires</b>	<b>73</b>	<b>Fires</b>	<b>19</b>
<b>Explosion Type</b>	<b>3</b>	<b>Explosion Type</b>	<b>3</b>
<b>Rescue/EMS</b>	<b>2760</b>	<b>Rescue/EMS</b>	<b>1473</b>
<b>HazMat</b>	<b>144</b>	<b>HazMat</b>	<b>109</b>
<b>Service Call</b>	<b>175</b>	<b>Service Call</b>	<b>83</b>
<b>Good Intent Call</b>	<b>121</b>	<b>Good Intent Call</b>	<b>64</b>
<b>False Alarm</b>	<b>294</b>	<b>False Alarm</b>	<b>156</b>
<b>Special Incident</b>	<b>12</b>	<b>Special Incident</b>	<b>5</b>
<b>Other</b>	<b>174</b>	<b>Weather</b>	<b>12</b>
<b>Total</b>	<b>3756</b>	<b>Total</b>	<b>1924</b>

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## Highlights

- Thanksgiving Day – Cardiac Arrest Save
  - Main Street – Cardiac Arrest Save
- Maternity Call – Delivered a baby boy at a residence

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**40 Appendix 13 Recommendation List**

**RECOMMENDATION #1: UPDATES ON MAJOR CONSTRUCTION PROJECTS SHOULD BE SHARED WITH BOTH DEPARTMENTS AND THE CAREER STAFF ON A TIMELY BASIS. .... 21**

**RECOMMENDATION #2: WHEN POSSIBLE, CAREER STAFF AND AVAILABLE VOLUNTEER PERSONNEL SHOULD ACCOMPANY FIRE MARSHAL STAFF DURING CERTIFICATE OF OCCUPANCY INSPECTIONS. .... 21**

**RECOMMENDATION #3: REGULARLY SCHEDULED JOINT TRAINING OPPORTUNITIES NEED TO BE ESTABLISHED BETWEEN THE NIAN TIC AND FLANDERS FIRE DEPARTMENTS, PRACTICING THE VARIOUS TASKS IDENTIFIED IN THE TOWN EMERGENCY PLAN AND INDIVIDUAL RESPONSE GUIDES. .... 65**

**RECOMMENDATION #4: CARREER STAFF TRAINING, THAT IS NOT ACCOMPLISHED WITHIN THE DEPARTMENT ACTIVITIES, SHOULD BE ESTABLISHED WHERE THE EAST LYME FIRE FIGHTERS PRACTICE THE SKILLS AND PROCESSES THEY WILL DEPLOY WHEN RESPONDING TOGETHER..... 66**

**RECOMMENDATION #5: THE TOWN OF EAST LYME SHOULD FORMALLY RECOGNIZE AND DESIGNATE THE FIRE AND EMERGENCY MEDICAL RESPONDERS FOR THE COMMUNITY. ... 73**

**RECOMMENDATION #6: A BULK PURCHASING PROGRAM FOR THE EMERGENCY SERVICES SHOULD BE CREATED TO ACHIEVE ECONOMIES OF SCALE. .... 75**

**RECOMMENDATION #7: A FULL-TIME CAREER FIRE CHIEF SHOULD BE HIRED AND PUT IN CHARGE OF BOTH VOLUNTEER DEPARTMENTS, THE EMS SERVICE, THE FIRE MARSHALS' OFFICE, AND EMERGENCY MANAGEMENT. .... 88**



**RECOMMENDATION #8: A NEW COMMAND STRUCTURE SHOULD BE CREATED TO SUPPORT THE CREATION OF THE EAST LYME FIRE AND EMS DISTRICT. THE STRUCTURE SHOULD REFLECT ONE FIRE CHIEF/FIRE MARSHAL AND THREE DEPUTY CHIEFS (ONE FOR EACH DEPARTMENT AND ONE FOR THE DEPUTY FIRE MARSHAL/EMD). IN ADDITION, CONSIDERATION SHOULD BE GIVEN TO CREATING A CAREER OFFICER TO ASSIST WITH PAID SHIFT CONTINUITY..... 88**

**RECOMMENDATION #9: STANDARD MINIMUM QUALIFICATIONS SHOULD BE DEVELOPED FOR ALL OFFICER POSITIONS. .... 88**

**RECOMMENDATION #10: EXISTING STANDARD OPERATING GUIDELINES SHOULD BE REVIEWED AND A UNIFORM SET OF PROCEDURES SHOULD BE CREATED FOR BOTH DEPARTMENTS. .... 88**

**RECOMMENDATION #11: AN AGREEMENT NEEDS TO BE NEGOTIATED BETWEEN THE EAST LYME AMBULANCE AND THE TOWN OF EAST LYME TO DETERMINE THE PARAMETERS OF COMMUNITY RESOURCES USED AND FINANCIAL REIMBURSEMENT. .... 88**

**RECOMMENDATION #12: THE EMERGENCY DISPATCH PROCESS SHOULD BE AS AUTOMATED AS POSSIBLE. THE USE OF THE 'RED PHONE' SYSTEM SHOULD BE DISCONTINUED AND THE COMPUTER AIDED DISPATCH (CAD) SYSTEM SHOULD BE UTILIZED TO ITS UTMOST POTENTIAL. .... 90**

**RECOMMENDATION #13: A VOLUNTEER RECRUITMENT PROGRAM SHOULD BE CREATED AND FUNDED. TO MAKE THIS POSSIBLE, A COMMITTEE SHOULD BE CREATED FROM BOTH DEPARTMENTS, THE COMMUNITY AND ELECTED OFFICIALS. .... 94**

**RECOMMENDATION #14: A STANDARD SUPPORT PACKAGE SHOULD BE DEVELOPED FOR THE VOLUNTEER MEMBERS. A WIDE VARIETY OF OPTIONS SHOULD BE CONSIDERED TO DEVELOP THE BEST SOLUTION. .... 94**

**RECOMMENDATION #15: A COMMITTEE SHOULD BE CREATED TO ADDRESS VARIOUS NEEDS WITHIN THE STATIONS. (I.E. TOWER B-25's GARAGE BAY IS NOT HEATED). .... 106**



**RECOMMENDATION #16: A FOCUSED PUBLIC SAFETY FACILITY MANAGEMENT CAPITAL PLAN NEEDS TO BE DEVELOPED TO ENSURE FUNDING FOR BUILDING REPAIR AND REPLACEMENT PROJECTS SO THAT THESE DOLLARS DON'T COMPETE WITH THE FUNDING OF EMERGENCY OPERATIONS.....106**

**RECOMMENDATION #17: AN ORGANIZATIONAL STATEMENT SHOULD BE DEVELOPED FOR THE OVERALL FIRE/EMS SYSTEM. .... 107**

**RECOMMENDATION #18: DEVELOP A RURAL WATER POLICY WITH THE PLANNING, WETLANDS, AND ZONING COMMISSIONS TO ENSURE PROVISIONS FOR FIRE WATER ARE INCLUDED IN NEW DEVELOPMENT PROJECTS OUTSIDE OF HYDRANTED AREAS. .... 118**

**RECOMMENDATION #19: PREPARE A PLAN FOR PUMPING AROUND THE MUNICIPAL BOOSTER PUMP STATIONS. IT WAS IDENTIFIED BY THE WATER DEPARTMENT THAT NOT ALL BOOSTER PUMP STATIONS HAVE THE VOLUME CAPABILITY FOR FIRE SUPPRESSION. .... 118**

**RECOMMENDATION #20: ESTABLISH A WORKING COMMITTEE WITH THE FIRE CHIEFS, SELECTMAN, AND BOARD OF FINANCE TO REVIEW CAPITAL PLANNING NEEDS FOR THE EMERGENCY SERVICES. THIS WILL IMPROVE COMMUNICATIONS AND REDUCE THE NEED FOR ARBITRARY AND UNSUBSTANTIATED CHANGES TO CAPITAL PLANS..... 134**

**RECOMMENDATION #21: EAST LYME SHOULD PREPARE AN EQUATION THAT TAKES INTO ACCOUNT THE NUMBER OF CALLS ANSWERED BY TOWN EMPLOYEES, THE USE OF THE BUILDING, PORTION OF UTILITIES, AND OTHER COSTS THAT WOULD DETERMINE PERIODIC PAYMENTS FROM THE AMBULANCE SERVICE TO THE TOWN. .... 199**

