

Minutes
Litchfield Board of Fire Commissioners & EMS
September 8, 2016 7:00 PM
Litchfield Fire House, 258 West St., Litchfield

Chairman Campbell called the meeting to order at 7:04 p.m.

Members Present: Chairman John Campbell, Douglas Hatstat, Gary Shuhi, Paul Parsons, Francine Spencer, Teresa Berry

Members Absent: None

Approval of Minutes – August 31, 2016

D. Hatstat moved to approve the minutes, P. Parsons seconded and the motion passed unanimously.

Public Requests/Comments - None

Commission Requests - None

Budgets – Department, Capital & Operating Budgets

There was a general discussion on Capital Requests. The replacement of the Fire Marshal vehicle was discussed. The Chair asked each department to submit a more detailed request for next month. The Commission will discuss replacement of pagers/radios next month as well.

Art Schmidt was present to discuss the Breathing Air Station bid for E. Litchfield. F. Spencer moved to approve the bid received from Fire Tech & Safety of New England, Inc. in the amount of \$40,430. D. Hatstat seconded and the motion passed unanimously. F. Spencer moved to approve a capital amount of \$8,900 for electrical work to be performed to accommodate the new air station at E. Litchfield Fire Station, G. Shuhi seconded and the motion passed unanimously. The total amount of the project will be \$49,330 which comes in \$7,070. Under the SCBA replacement capital item approved for \$56,400.

John Cattet summarized the request for the Brush Truck for E. Litchfield. They are still pursuing a mini pumper truck based on what they use the current truck for. They are running more non brush fire calls than other calls, the majority of calls being motor vehicle accidents. They have been asked by LVA to respond to certain medical calls, so they currently have all their medical equipment on Engine 25. Anything smaller than that size vehicle would not be able to transport the equipment they have. Perhaps the capital line item should be changed from a "brush truck" to a mini pumper because that is the true equipment that is needed. The Chair asked the request be more detailed next month.

Fire Marshal

- Report from Acting Fire Marshal

Sam Kinkade, Acting Fire Marshal was present to explain his report submitted to the commission dated 8/11/16.

The Chair asked if more money needs to be added to the budget to insure that Fire Marshal duties are being performed. Sam stated that he could use another person to help out with inspections, etc. so that he could spend more time doing plan reviews, etc. He has been putting in an average of 26 hours per week, but feels that a minimum of 28 hours is needed. The Emergency Management position was also discussed. A discussion on a fee schedule for Fire Marshal services was discussed because of the large construction projects going on in town (Stop & Shop, Jailhouse, Forman School). The Chairman would like to ask the Selectmen their thoughts on a proposed fee ordinance.

Update on Department Physicals -

- a) Bantam FD due in April
- b) E. Litchfield FD due in May
- c) Northfield FD due in June
- d) Litchfield FD due in November
- e) LVA due in November

Any EMS Business that needs to be discussed - None

Communications - None

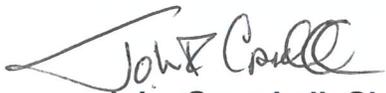
Old Business – None

New Business – G. Shuhi submitted a letter from Chief Rogers from Litchfield Fire Company requesting removing Litchfield Engine 1 from the Town-Wide Apparatus Replacement List.

The Commission thanked Teresa Berry for her service on the Commission as she has decided to resign from the Commission.

Adjournment

T. Berry moved to adjourn at 8:06 p.m. D. Hatstat seconded and the motion passed unanimously.



**John Campbell, Chairman
Board of Fire Commissioners & EMS**

10-13-2016

September 6, 2016

