

**SPECIAL MEETING- MINUTES**  
**Litchfield Board of Fire Commissioners & EMS**  
**September 25, 2014 5:30 PM**  
**Town Hall Annex, 80 Doyle Rd. Bantam**

**Members Present:** Chairman John Campbell, Douglas Hatstat, Francine Spencer, Teresa Berry. Paul Parsons

**Members Absent:** Aaron Lanthier.

Chairman John Campbell called the meeting to order at 5:31 p.m.

Discussion of clarification of bid numbers for Northfield truck replacement and recommendation to Board of Selectmen.

The Chair explained that the reason for the special meeting was to explain the discrepancies between numbers submitted on each bid and the numbers that Northfield Fire Department provided. The Board of Selectman would like clarification. He noted that each commissioner has received a "Engine 2 Bid work sheet" that Chief Berry formulated showing the breakdown of each of the four bidders with the cost of each component.

Paul Parsons explained that the Board of Selectmen received two sheets of paper to review, one was the original bid openings and the other was the recommendation of this board, and the two sets of numbers did not correspond. Chief Berry explained the breakdown of each bid as shown on the worksheet. Mr. Parsons indicated that everyone is very supportive of the truck and the grant that was received. The Board of Selectmen need the numbers to reconcile to feel comfortable in making their recommendation to spend the money for the new truck.

P. Parsons moved that the fire commission has reviewed additional documentation provided by Northfield Fire Department which reconciles the base bid prices as provided to the recommendation by the commission on September 11, 21014 and that the commission feels comfortable that this documentation is adequate to provide a full explanation to support the full recommendation as made by Mr. Hatstat, F. Spencer seconded and the motion passed unanimously.

Adjournment – D. Hatstat moved to adjourn, T. Berry seconded the meeting adjourned at 5:53 p.m.



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

**Date** 10/9/2014