

MINUTES
Litchfield Board of Fire Commissioners & EMS
December 15, 2011 7:00 PM
Town Hall Annex, 80 Doyle Road Bantam, CT

Members Present: Chairman John Campbell, Francine Spencer, Teresa Berry
Sam Kinkade, Doug Hatstat
Commissioner Paul parsons was Absent.

Also present: Fire Marshal Thomas O'Hare

Chairman J. Campbell called the meeting to order at 7:00 p.m.

Approval of Minutes – A motion was made by D. Hatstat and seconded by T. Berry to approve the minutes of the November 17, 2011 meeting. Passed

Public Requests/Comments – None

Commission Requests – D. Hatstat reported that he has been seeing some of the hydrants have been marked for winter and he wanted to know if all had been marked. He also wanted to know the status of the hydrants that belonged to the Torrington Water Company that are located in Litchfield. FM O'Hare will check on the status of the remaining hydrants that belong to the Aquarian water company and will contact The Torrington Water Company to have theirs done.

Budgets – Department and Capital – No date has been established for the submittal of operating budgets from the first selectman, but Chairman Campbell would like to have all budgets submitted in January. If necessary he will call a special meeting to approve the budgets. East Litchfield has already submitted their budget to the commission. A tentative Capital budget has been approved for the Fire and EMS Commission. The items approved at this time include the balance of the truck for Litchfield in the amount of \$250,000; The money requested for the Bantam Ambulance in the amount of \$85,000; The roof replacement for Bantam in the amount of \$135,000; The Fire Pond Sinking Fund in the amount of \$2,500; Monies were approved for repairs to the East Litchfield Fire house in the amount of \$70,000 (This will be adjusted when East Litchfield brings in firm estimates); Established was an apparatus sinking fund in the amount of \$28,000, this will be used to offset the necessary town share if the Northfield FD receives the FEMA grant for the truck that they submitted. If the FEMA grant is not approved it will be applied to future truck purchases.

Fire Marshal

Fire Marshal O'Hare reported that all is going well in the office.

Department Physicals

Fire Marshal O'Hare reported the Chiefs of Service have received emails as to who in their department is close to losing their medical certification. It is the policy of the Commission that anyone not in medical compliance be removed from active service. Any fire or EMS member can use their own physician or the one supplied by the Town, but either way paperwork has to be supplied.

EMS Business – The town will now utilize a TOWNWIDE communication radio channel. The Chiefs of Service will draft a policy for its use. This use was approved by the LVA Board of Directors.

Communications –The Chiefs of Service will be meeting to appoint a member to the LCD Board of Directors.

With no other business to bring before the Board a motion was made by T. Berry seconded by F. Spencer to adjourn the meeting at 7:20. Passed

Board of Fire Commissioners & EMS

Date

DRAFT