

**MINUTES**  
**Litchfield Board of Fire Commissioners & EMS**  
**January 10, 2013 Meeting**  
**Town Hall Annex, 80 Doyle Road Bantam, CT**

**Members Present:** Chairmen John Campbell, Paul Parsons, Doug Hatstat, Francine Spencer and Sam Kinkade

**Also present:** Fire marshal O'Hare

**Absent:** Teresa Berry

Chairmen John Campbell called the meeting to order at 7:00 p.m.

**Approval of Minutes** – A motion was made by D. Hatstat and seconded by P. Parsons to approve the minutes of the December 13, 2012 meeting. Passed

**Budgets – Department and Capital** – Capital committee has sent the Fire/EMS Capital requests on to the Board of Selectmen and the Finance Board for their approval. The Fire Marshal distributed the operating budgets for 2013/2014 as approved at the December 2012 Commission meeting. Chairman Campbell made a note of appreciation for the amount of time the Capital Committee spent with him at their meeting to put the budget in a new order. Chairman Campbell stated that he was requested by the Capital Committee to present for the 2014/2015 FY to have a 10 Year Capital request budget in place. The Commission will start on this project in August 2013.

**Fire Marshal** – FM O'Hare reported on the request of the Finance office to get the actual bills for FY 2012/2013 to them before they issue the second half check. He reported on some construction that has started in Litchfield along with a few businesses that are moving to different buildings. Litchfield has started the process of working with FEMA to recoup some of the costs incurred by the town for Storm Sandy in October 2012. FM O'Hare will be contacting the Fire Companies that set up shelters to get their costs for doing the setup and operations. Chairman Campbell asked that some kind of form be set up to help the Fire Companies easily track their expenses for these kinds of events. The FM will get together with the Chiefs in the future do this.

**Physicals** – No Report

**EMS**- No report

**Communications** - Chairman Campbell was advised that Litchfield has rebid their truck and those bids are due back next week. Litchfield has silenced their siren located on the green for the time being will a solution to the noise issue with the courts is addressed. Chairman Campbell will ask the Chiefs to develop a hold harmless document with the assistance of the town attorney to cover assisted burnings of brush or property.

A motion was made by F. Spencer and seconded by P. parsons to adjourn the meeting at 7:10 PM

Board of Fire Commissioners and EMS

Date

DRAFT