

MINUTES
Litchfield Board of Fire Commissioners & EMS
July 11, 2013 Meeting
Northfield Fire House, Knifeshop Road, Northfield CT

Members Present: Chairmen John Campbell, Douglas Hatstat, Francine Spencer, Teresa Berry, Sam Kinkade and Paul Parsons

Also present: Fire Marshal O'Hare

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

Approval of Minutes – A motion was made by T. Berry and seconded by D. Hatstat to approve the minutes of the June 13, 2013 meeting. Passed.

Public Requests / Comments: None

Commission Requests: A motion by P. Parsons and seconded by S. Kinkade to move Old Business to start of meeting. Passed

Old Business: Jack Healy spoke of the bidding process for the roof replacement for the Bantam Firehouse. The amount approved in capital was \$135,000. All bids came in above that amount. The overages were explained by Dan McPhee as the wrong roof size was budgeted, it was originally thought that the roof was 100 square and was actually 160 square which the bids reflected. There are three ways to go forth on this project at this time. 1) Rebid the project as an asphalt roof rather than a metal roof 2) Resubmit to Capital for the difference in the project costs or 3) ask the selectmen to support supplementing the additional costs from Capital Non-recurring account. A motion was made by S. Kinkade and seconded by T. berry to ask for the additional funding to come from the Capital Non-recurring account

Jack Healy also brought up the East Litchfield Firehouse Project which is progressing with step one being the new survey to make the proper land transfer. East Litchfield also needs to submit the engineering bill to the town so they can recoup the monies that the department paid to the engineer.

Budgets – Department and Capital – First Half monies have already been sent to the Departments.

Fire Marshal – FM O'Hare reported that inspections are being completed. Litchfield completed the EPPI drill required by DEMHS Tom thanked all that attended. Fire departments should start discussing COOP plans. FM O'Hare has also been working with the schools on plans for school security.

Physicals – Physicals that are being done outside of Saint Francis need to be addressed. Jeanine Thibault will be asked to come to a meeting to discuss this issue with the Board.

EMS- Bantam has voted to start billing for EMS services. They are now in the process of obtaining a billing agent and begin the process. This should take about 6 months to complete.

New Business: -J. Campbell stated that he has spoken with Leo and the town will be taking advantage of the USDA Loan Grants. The process has just been started and all will be notified when the meetings are scheduled. D. Hatstat spoke of the alarm situation at Touchstone (White School House) these have been continual false alarms. FM O'Hare will look into the matter. FM O'Hare gave sheets to the commissioners that explain the enforcement procedures, if a police officer is called to assist at an open burning matter.

Communications – None

A motion was made by D. Hatstat and seconded by F. Spencer to set a new location schedule for Fire Commission Meetings.

A motion was made by T. Berry and seconded by F. Spencer to adjourn the meeting at 7:35 PM Passed.

The next scheduled meeting is August 8, 2013 at the Bantam Fire House located at 92 Doyle Road in Bantam at 7:00 PM.

Board of Fire Commissioners and EMS _____ Date