

Minutes
Litchfield Board of Fire Commissioners & EMS
January 12, 2017 7:00 PM
Litchfield Fire House, 258 West St., Litchfield

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

Members Present: Chairman John Campbell, Douglas Hatstat, Gary Shuhi, Francine Spencer and Jack Hodges

Members Absent: Paul Parsons

Approval of Minutes –December 8, 2016

D. Hatsat moved to approve the minutes, G. Shuhi seconded and the motion passed unanimously.

Public Requests/Comments

None

Commission Requests

None

Budgets – Department, Capital & Operating Budgets

Ed Evers of the Capital Committee was present to explain that the Capital budgets are all done. Everything the Fire Commission requested was approved with the exception of pushing the air conditioning phase of the Litchfield FD project out to next year and hold funding for the roof in the current funding.

Art. Schmidt updated the Commission on E. Litchfield projects. The SCBA upgrade has been completed. The building updates are about 80% complete. Because of unexpected expenses the well portion of the project is over budget, the Chair will sit down with the First Selectman to discuss.

The Chair noted the budget requests are as follows: Northfield and increase of 3.3% or \$2733, Litchfield FD is 3.28% or \$3000, E. Litchfield FD is 3.47 or \$1600 and Bantam is 2.1% or \$2200. On the medical side; LVA is 12.19% or \$2667, Northfield is 11% or \$1060 and Bantam and Litchfield are 0%. There is \$21,400 for turnout gear in 17/18.

J. Hodges moved to present the Fire Commission budget in the amount of \$527,227 for approval, D. Hatstat seconded and the motion passed unanimously.

Fire Marshal

• **Report from Acting Fire Marshal**

Sam Kinkade explained items mentioned in his monthly report to the Commission. He stated that Ryan Litwin will be attending the next class for Fire Marshal certification in the spring.

NFIRs for all departments have been submitted to the state. Each department will need to complete NFIRs using the Firehouse Cloud for submittal starting in January.

He presented a form for the commission to review to submit to all departments to update and verify member information that will be used to update departments in Firehouse Cloud in connection with physicals.

Inspections on buildings was discussed.

Vets explosive would like to have a training session with all fire departments, especially East Litchfield FD, so that in the event that there is ever an incident, emergency responders will be aware of what is there and where everything is located.

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

G. Shuhi explained that the Litchfield Chief has received the information from LVA and the Town to complete the application for becoming Supplemental First Responders but also needs insurance information from the town and would like the commission's blessing to pursue this with the town. F. Spencer moved to approve the Chief of Litchfield Fire Department to obtain insurance information from the town to complete the application for Supplemental First Responder, D. Hatstat seconded and the motion passed unanimously.

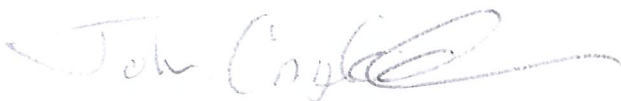
New Business

The Chair mentioned, with sadness, the passing of Dick Dauphinais. Dick was a long time fire fighter and an outstanding member of the community and will be missed.

Jack Hodges stated that the Board of Selectmen approved the amount of \$13,000 for the repair of the alarm system in Northfield Fire House. There is some confusion regarding the rules for replacement versus repair of the alarm system. Sam will talk with the building inspector and get the correct information.

Adjournment

F. Spencer moved to adjourn at 7:53 p.m. D. Hatstat seconded and the motion passed unanimously.



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

Date 3-9-17