

MINUTES
Litchfield Board of Fire Commissioners & EMS
November 9, 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, Gary Shuhi, Paul Parsons, Jack Hodges,

Members Absent: Heather Karpa, Douglas Hatstat,

Approval of Minutes –October 12, 2017

P. Parsons 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

Capital budgets have been submitted to the Capital Committee. Operating budgets are due next month for discussion, the chairman asked Paul to update the e-form and send to all departments to begin working on.

Jonathan E. Cattey from E. Litchfield FD was present to explain bids that were received for replacement of their Engine 25. The bids were opened on October 20, 2107. Only 1 bid was received (Toyne), and 2 letters were received from manufacturers declining to bid (4-Guys & Danko).

The initial bid came in \$9,362.54 over budget. They met with the manufacturer and came up with some options to reduce the cost. The options included sending 1 person for the final inspection instead of 3 people, which saved \$3,000, and removal of 600' of 3" hose for a savings of \$2,050.

Three options selected by the committee as must haves which would be cost prohibitive to add after the truck is built include: a Hose tray right and left pump panel at \$850, deck gun discharge plumbing at \$1,500 and a 2.5" rear discharge in lieu of crosslay at \$1,075. Making changes/clarifications after a meeting with the manufacturer resulted in a \$1,953 net change. Final total for the truck came out to \$244,231, which is \$4,231 over the already appropriated \$240,000 capital investment.

Jon stated that he approached his company with the figures and it was decided that they could supplement \$5,500 to allow purchase of the truck as was bid. In discussion, the Board suggested going back to the Town for the additional funds and not to have the Fire

Company cover the additional cost. The actual overage would be \$9,246 with a savings of \$5000 for special financing. Jon will revise the written figures and send to John and Paul to review and send to the Board of Selectmen recommending the Town cover the whole amount of the truck purchase.

J. Hodges moved to support the bid from Toyne and to approach the Board of Selectmen to ask for an additional \$9,362.54 in addition to the \$240,000 already in the Capital budget to purchase E. Litchfield's truck, for a total amount of \$249,362.54, G. Shuhi seconded and the motion passed unanimously. P. Parsons will present this to the Board of Selectmen at their next meeting.

Fire Marshal Report

S. Kinkade would like to reduce his hours to 19 a week and have the deputies pick up the extra hours. Sam noted that R. Litwin will soon be certified to join as a fire marshal.

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

Nothing new to report.

Discuss insurance coverage for non-firefighting duties.

Nothing new to report

Communications

None

Old Business

None

New Business

None

Adjournment

P. Parsons moved to adjourn at 7:29 p.m., G. Shuhi seconded and the motion passed unanimously.



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

Date

12/14/2017