

Minutes
Litchfield Board of Fire Commissioners & EMS
April 13, 2017 7:00 PM
Litchfield Fire House, 258 West St., Litchfield

Chairman Campbell called the meeting to order at 7:04 p.m.

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

Members Absent: Paul Parsons

Approval of Minutes –March 9, 2017 – D. Hatstat moved to approve the minutes, J. Hodges seconded and the motion passed unanimously.

Public Requests/Comments - None

Commission Requests - None

Budgets – Department, Capital & Operating Budgets

The chair noted that the public hearing on the budget will be held April 26 at the Intermediate School with the vote on the budget to be held on May 10.

Fire Marshal Report – The Fire Marshal was not present

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 - None

New Business

There was discussion on non-firefighting activity insurance coverage. The Chairman will get the insurance company to come to a meeting to address.

Jane Golding and Craig Traux of Bantam Fire Company were present to ask questions about physicals. There is some confusion about the requirement for members to go within their “scheduled department month” because some members go for a DOT physical and it does not coincide with their departments scheduled month.

The policy of having each department go within a certain month for physicals was discussed. The written town policy allows for a 3 month grace period beyond the physical month for members to obtain their physical to maintain their compliance.

The Commission will look at the existing policy and have discussions with all involved to see if some tweaks can be made.

John Cattery and Dave Carol were present to discuss new software to replace the Fire House Software that the departments currently use. The program is called Hunt Public Safety. Winsted and Torrington are already using this software. Some of the benefits of this software include easier reporting of incidents and better personnel records retention. It is more user friendly, will save time, and can be accessed through smartphones and tablets and is cloud based. The initial cost for the Hunt product will be around \$12,000 with yearly maintenance fees about 10% of the purchase price. The Hunt Company would work with the town for the funding of this over several years. The Chair was concerned that there is no money earmarked for this in next year's budget. There was discussion regarding using the budgeted \$3,600 for the Firehouse Software for the Hunt product next year. Future budgets would have to be adjusted. The Commission would like to discuss this further with the Fire Marshal at the next meeting. It was noted that the Firehouse contract has been breached by the Firehouse Company because they have failed several times to connect the town to LCD as was included in the contract.

J. Hodges stated that Northfields fire alarm is installed and running. He mentioned that Nystrom Pond needs some repair.

Adjournment – G. Shuhi moved to adjourn at 7:55 p.m. J. Hodges seconded and the motion passed unanimously.



John Campbell, Chairman
Board of Fire Commissioners & EMS

Date 5-11-17