

Draft

Litchfield Board of Fire Commissioners & EMS
Meeting Minutes
Town Hall Annex, 80 Doyle Rd, Bantam, CT
March 10, 2016 7:00 PM

Members Present: Chairman John Campbell, Francine Spencer, Teresa Berry, Douglas Hatstat, Paul Parsons

Members Absent: Gary Shuhi

Also Present: David Rogers

Call to Order: John Campbell, Chair called the meeting to order at 7:03 p.m.

Approval of Minutes:

T. Berry moved to approve the minutes of the February 11, 2016 meeting as read, second by F. Spencer. Motion passed unanimously.

Public Requests/Comments: None

Commissioners Request: None

Budgets: J. Campbell advised an adjustment to the Fire Marshal's budget, to a reflex change due to a reduction in the part time help is being worked out between P. Parsons and L. Paul. P. Parsons will advise of the numbers when available.

The Special Board of Finance meeting is on March 21st at LIS and any member can attend. BOF have asked about the tire replacement policy and upcoming SCBA replacement. J. Campbell advised that the tire replacement should remain as is. DOT requirement for tire replacement is 10 years and NFPA is 7 years, therefore, if we continue the Town could see 3 years of use from the tires turned over to them. D. Rogers suggested consider changing us to a 5 year program which would give the Town an additional 2 years of use. The SCBA replacement is due this year as packs are 15 years old and most of the bottles must be removed from service this year. Also, there are many new life safety features in the new packs, and compatibility and training issues with the existing equipment. John will review both issues at BOF meeting on March 21st.

Fire Marshal: D. Rogers advised he is making progress, doing inspections along Route 202 and the center of Town. Some older violations are submitting modifications to the state and are actually getting some back and starting repairs. One building, the old Electric Switch building, (931 Bantam Rd), is making lots of code improvements to the building. Process may slow down going forward if we get resistance from building/home owners for compliance and we may have to take people to court to get compliance.

Update of Department Physicals: Bantam starts next month, Northfield is good, Litchfield recently received many of the paid Torrington firefighters' paperwork so only a few are left. J. Campbell reminded all to review rosters and notify those that are still in need of a physical.

EMS Business: None

Communications: None

Old Business: D. Hatstat advised there is a committee currently working on the brush truck replacement as well as the compressor replacement. Chair would like a status report at all future meetings on the East Litchfield building repairs, compressor, and information on the brush truck in preparation of next year's capital request. D. Hatstat explained for the compressor and building repairs, the question now is if a 3-phase will be necessary because instead of fixing the driveway there is a discussion about the installation of an elevator which requires a 3-phase. Chair will contact Ryan Litwin about SCBA monthly updates.

New Business: Chair received and read into the record a letter received from David Rogers, Fire Marshal regarding his resignation. The resignation includes the Fire Marshal position for both The Town of Litchfield and the Borough of Bantam, as Emergency Management Director, and the Open Burning Official. He will resign as of March 26, 2016 at noon, and is willing to stay on as a Deputy Fire Marshal.

T. Berry made a motion to accept the resignation of David Rogers as Fire Marshal as of March 26, 2016 at noon, with regret. Second D. Hatstat. Discussion: P. Parsons asked if there was any chance not needing to accept this letter? D. Rogers' reply was no. Vote taken: all ayes, motion passed. J. Campbell advised he has spoken with Dick Sheldon, Bantam Borough Warden and appraised him of the situation and that when a new Fire Marshal is selected he will be notified for their approval.

J. Campbell and D. Rogers have both spoken with Samuel Kinkade and he has agreed to act as a temporary Fire Marshal for six months. F. Spencer made a motion to appoint Samuel Kinkade as a Temporary Fire Marshal starting on March 26, 2016 at 12:00 noon for six months (180 days). T. Berry seconded, vote: all ayes, motion passed.

Discussion for representation for the interviewing/hiring committee. J. Campbell offered to represent the Commission. Members on the previous hiring committee were Paul Gibb, Aaron Lanthier, Tim Tharau, P. Parsons and Leo Paul. D. Rogers suggested Paul Makuc, if he is available as he was not the last time. F. Spencer made a motion for John Campbell to represent the Fire Commission on the interviewing/hiring team, seconded by P. Parsons, vote: all ayes, motion passed.

J. Campbell advised future meetings may be held in a fire house because of access availability to the annex building he will advise before then next meeting.

Adjournment: T. Berry made a motion to adjourn the meeting at 7:35 p.m. F. Spencer second, motion passed unanimously.

Transcribed by L. Bauer

Date: _____

John Campbell, Chairman