

**Minutes**  
**Litchfield Board of Fire Commissioners & EMS**  
**March 9, 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, Francine Spencer

**Approval of Minutes –January 12 2017**

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**

The Chair noted that the Capital Budget has been forwarded to town meeting after being approved by the Board of Finance.

**Fire Marshal - Report from Acting Fire Marshal**

Sam Kinkade distributed and reviewed his monthly report. He stated that Ryan Litwin of the Bantam Fire Department will be attending the Fire Marshal Certification Class in April. He stated that Ethan Walker told him that he will be retiring when his certification is up next year. There was a brief discussion on fire ponds. NFIRS are due the end of March. Sam will bring the ID system to each fire house so ID's can be done for each member.

There was a brief discussion about inspections at 700 Bantam Rd. and a discussion on underground tank removals.

J. Hodges explained that the replacement alarm system for Northfield Fire House has been awarded to Berkshire Alarm and work will begin in the next few weeks. Parts that can be reused from the previous system will be used where possible.

**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**

The Chair noted, with sadness, the submission of Fran Spencer's resignation from the Fire & EMS Commission. J. Hodges moved to accept Fran's resignation, G. Shuhi seconded and the motion passed unanimously.

**Old Business**

D. Hatstat explained that work on E. Litchfield fire house has slowed because of the weather. Doors and railings have been installed; some issues involving the propane connections are being worked on.

**New Business**

D. Hatstat moved to appoint Sam Kinkade as Fire Marshal for the Town of Litchfield, J. Hodges seconded and the motion passed unanimously.

There was a discussion on a town wide turn out gear purchase program. The departments have been working on tweaking the differences between the departments to formulate a plan to buy at bulk to realize a savings.

**Adjournment** – G. Shuhi moved to adjourn at 7:41, D. Hatstat seconded and the motion passed unanimously.



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

**Date** 4-13-17