

**Minutes – SPECIAL MEETING**  
**Litchfield Board of Fire Commissioners & EMS**  
**July 28, 2016 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, Francine Spencer, Gary Shuhi, Paul Parsons, Teresa Berry

**Members Absent:** Douglas Hatstat

**Approval of Minutes –May 2, and June 9, 2016**

T. Berry moved to accept the May 2 corrected minutes, G. Shuhi seconded and the motion passed unanimously. T. Berry moved to accept the June 9 minutes, F. Spencer seconded and the motion passed unanimously.

**Review Bids (3) and select vendor for fire pond repair at 66 E. Chestnut Hill Rd.**

Acting Fire Marshal Sam Kinkade was present and explained that there is \$7,500 in the current budget for repairing fire ponds. He submitted three bids for repair of the fire pond located at 66 East Chestnut Hill Rd. Sam stated that he was asked by the Public Works department to get these bids. The lowest bid was \$5,900 from HLC Excavation, LLC. Because even the lowest bid would eat up most of the money in the budget, there was discussion on other fire ponds that also need repair. The pond on Scenic View Drive, Sam stated, is the most critical because there is no other source of water in the immediate area. The Commission discussed requesting funds from non-recurring capital in order to repair the most critical ponds this year as the weather conditions are good for work to be done now. Sam will get bids for repairing the Scenic View Drive pond.

T. Berry moved to accept the lowest bid from HLC Excavation in the amount of \$5,900, G. Shuhi seconded and the motion passed unanimously.

**Review Bids and select vendor for SCBA replacement**

Ryan Litwin was present to explain the two bids that were received for the SCBA replacement. The bidders were Firematic Supply at \$597,167.44 and Shipmans Fire Equipment at \$604,939.26. Both companies offered incentives: Scott offered 10 Thermal Imaging Camera masks at no charge, a value of approximately \$18,000. MSA offered 24 rechargeable batteries and 4 chargers. Shipmans is offering 3 years of SCBA flow testing and first Hydrostatic test included in the prices and Firematic if offering 3 years of SCBA flow testing but did not offer hydrostatic test (\$8,100 upgrade).

Ryan stated that the SCBA committee made and accepted a motion to accept the Shipmans bid proposal in its entirety. This proposal was not only the cheapest, but it gave the Town 10 additional Thermal Imaging Cameras and is \$22,832.56 under the approved \$620,000 budget.

T. Berry moved to approve Shipmans bid for \$597,167.33, F. Spencer seconded and the motion passed unanimously.

F. Spencer moved to adjourn at 7:16 p.m., T. Berry seconded and the motion passed unanimously.

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

**Date**