

**MINUTES**  
**Litchfield Board of Fire Commissioners & EMS**  
**October 20, 2011 7:00 PM**  
**Town Hall Annex, 80 Doyle Road Bantam, CT**

**Members Present:** Chairman John Campbell, Sam Kinkade, Doug Hatstat, Teresa Berry  
**Members Absent:** Francine Spencer, Paul Parsons  
**Also present:** Fire Marshal Thomas O'Hare,

Chairman J. Campbell called the meeting to order at 7:06 p.m.

Chairman Campbell made note of the passing of Joseph Weir retired chief of the Litchfield Fire Company who remained active with the department till his passing. Joe was a valued member of the department as well as an asset to the Town serving as a director on the Litchfield County Dispatch Board. Joe will surely be missed.

**Approval of Minutes** – A motion was made by S Kinkade and seconded by D. Hatstat to approve the minutes of the September 15, 2011 meeting. Passed

**Public Requests/Comments** – None

**Commission Requests** – Chairman Campbell requested that all commissioners seek a person from their respective departments to apply for the open position on the LCD Board of Directors. The Board will select one of those applying to fill the position.

**Budgets – Department and Capital** – Capital projects for the 2012-2013 Budget Year were discussed. Bantam will have to increase the budget request for their ambulance \$35,000 to \$85,000 due to the fact that the chassis that they would normally purchase is not available anymore. Litchfield needs the second half of the Tanker money in the amount of \$250,000 along with the roof for Bantam at \$130,000, the bathrooms for Litchfield at \$130,000 and the as well as the Fire Ponds for \$2,500 and the SCBA program for \$15,000. A motion was made by T. Berry and seconded by D. Hatstat to send to capital the above items with the priority to be #1 Litchfield Tanker, #2 Bantam Ambulance, #3 Bantam Roof Repair, #4 Litchfield Bathrooms, #5 Air Pack Program and #6 Fire Pond funding. East Litchfield requested that the Board add a line item of \$40,000 to the 2014-2015 capital requests and Bantam is anticipating an increase in their parking lot request in the 2015-2016 budgets due to the addition of guard rails to the project. They do not have an increase amount as of this meeting. There was discussion on how the splitting of the funding for truck purchases will affect the 20 year plan for future purchases. Chairman Campbell requested that East Litchfield provide the Board a detailed request for their building issues. Depending on the severity of the problem the board may have to move the request forward sooner.

**Fire Marshal**

Fire Marshal O'Hare reported that the office is working on Fire prevention. East Litchfield, Northfield and Litchfield Fire Companies did an outstanding job at the center school. This past Wednesday's program was cancelled due to the weather and rescheduled for October 26<sup>th</sup>. The Public Works department will be putting out bids requests for work on the Fire ponds at Hemlock Hill and Headquarters Roads.

**Department Physicals**

Fire Marshal O'Hare reported that Litchfield Fire has scheduled their physicals.

**EMS Business** – Nothing to report

**Communications** – Nothing to report.

With no other business to bring before the Board a motion was made by FT. Berry seconded by D. Hatstat to adjourn the meeting at 7:26. Passed

**Board of Fire Commissioners & EMS**

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

**Date**

11-17-11