

**MINUTES**  
**Litchfield Board of Fire Commissioners & EMS**  
**November 14, 2013**  
**Northfield Fire Company, Knifeshop Road, Northfield, Connecticut**

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

**Also present:** Fire Marshal O'Hare

Chairman John Campbell called the meeting to order at 7:02 p.m.

**Approval of Minutes** – A motion was made by T. Berry and seconded by F. Spencer to approve the minutes of the October 14, 2013 meeting. Passed.

**Public Requests / Comments: None**

**Commission Requests: None**

**Budgets – Department and Capital** – The Chair asked for a motion to appoint E. Evers as the Commission Liaison to the Capital Committee for a period of two years, T. Berry moved and F. Spencer seconded and the motion passed unanimously.

The Fire Marshal explained that any requests for new equipment will be submitted as a Commission request as opposed to each department submitting separately as Capital requests. Vehicles will go into the apparatus fund.

Discussion on renovations to E. Litchfield Fire House were discussed. After discussion with the Town Engineer, it was decided that to make the building ADA compliant, an elevator should be installed. It was suggested that the Fire Company come up with some drawings justifying what would be required to make the building ADA compliant and what the costs will be for the elevator and other improvements. P. Parsons moved to submit the capital budget with the following changes/additions; \$110K addition for Bantam Fire Department roof replacement, \$236K into apparatus sinking fund; \$75k for East Litchfield Fire department building improvements; \$100 town wide SCBA's and \$2500 for fire ponds, D. Hatstat, seconded and the motion passed unanimously.

There was discussion on establishing a truck tire replacement program and how to fund it. The Chiefs will be asked to submit a report listing their trucks and the age and status of existing tires.

**Fire Marshal** – FM O'Hare reported that all is going well in the office he has been busy with budgets.

**Physicals** – Discussion on physical procedures ensued F. Spencer moved as discussed last month to have all new members drug screened and base line chest x-ray, all interior

will have to have their physicals done at St. Francis, D. Hatstat seconded and the motion passed unanimously.

**EMS-** Chairman Campbell read an email regarding an update on the progress of billing for ambulance service from Bantam Fire Co. He stated that he was informed that billing will begin by late spring early summer of next year.

**Old Business** The Commission discussed the DOT inspections for trucks and special laws that require all trucks that are overweight to get a special exception to these laws on a yearly basis. Ed Evers will research more on these issues.

**New Business:** Ed Evers stated that since the resignation of Sam Kinkade from the Fire Commission, Litchfield Fire Department has been working on getting a replacement for him. They had some issues with the first nominee, but will continue to pursue this and hopefully will have someone in place for the December or January meeting.

**Communications** – None

A motion was made by T. Berry and seconded by D. Hatstat to adjourn the meeting at 7:40 PM Passed.



Board of Fire Commissioners and EMS

1-9-2014

Date