

Litchfield Board of Fire Commissioners & EMS
January 11, 2018 7:00 PM
Litchfield Fire House, 258 West St., Litchfield

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

Members Present: Chairman John Campbell, Jack Hodges, Paul Parsons, Douglas Hatstat, Gary Shuhi

Members Absent: Heather Karpa

Approval of Minutes –December 14, 2017

J. Hodges moved to correct the minutes to adjust Northfields requested budget increase from 3.42% to 3.06%, D. Hatstat seconded and the motion passed unanimously.

Public Requests/Comments - None

Commission Requests - None

Budgets – Department, Capital & Operating Budgets

E. Evers was present to explain that the Fire Commission has been approved by the Capital Committee for everything that was requested. The next step for the budget is to go to the Board of Selectmen for their approval. J. Hodges moved to approve the increase of 3.24% for a total dollar amount of \$10,854 for the fire side of the Fire Commission budget totaling \$345,530, D. Hatstat seconded and the motion passed unanimously. J. Hodges moved to approve a 0% increase for the Fire Commission budget for a total dollar amount of \$45,500, D. Hatstat seconded and the motion passed unanimously. J. Hodges moved to approve a 0% increase for the Fire Marshal budget for a total dollar amount of \$65,484, G. Shuhi seconded and the motion passed unanimously. J. Hodges moved to approve a 0% increase for Emergency Management for a total amount of \$17,763, seconded by G. Shuhi and the motion passed unanimously.

The Chair explained that he called the Chief of LVA to request a representative be present at this meeting to present and discuss a proposed LVA budget, however, no one is here. P. Parsons moved to submit a 0 dollar increase for LVA because there has been no input from LVA, D. Hatsat seconded and the motion passed unanimously. J. Hodges moved to present a dollar amount budget for EMS of \$34,670 which is a -41% decrease, G. Shuhi seconded and the motion passed unanimously. The total budget for Emergency Management is \$508,947 a decrease of \$13,690 for a total decrease of -2.60%.

Fire Marshal Report

S. Kinkade was present and distributed copies of a monthly report he formulated. The needs of the Fire Marshal department were discussed. As the Fire Marshal position has been moved to part time and cannot work more than 1000 hours per year more Deputy Fire Marshal hours will be needed. Sam would like to have the two DFMs share more of the duties.

He reviewed an incident report for all calls for the town for the year 2017. There was discussion on keeping the Fire House software program because the deal with Hunt Software fell through. A discussion ensued about getting tablets for members to use in the field. Verizon has offered the fire marshal a program through their service. The chairman would like to invite the chiefs to a meeting to discuss a tablet program and any house issues.

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

No one was here to discuss.

Discuss insurance coverage for non-firefighting duties

J. Hodges stated that he spoke with Liz in the First Selectman's office and she indicated that she can call the representative to attend the next meeting. The Chair would like to have the chiefs present for this meeting. Everyone should formulate questions for the representative.

Discuss software to replace Firehouse Software program

See above

Communications

None

Old Business

None

New Business

The town wide repeater has been having problems. Ed Evers stated that he was there over the weekend and met with the repair representative to discuss the repairs necessary. The Chair suggested that a budget line be established to cover the cost of repairs and perhaps a capital line item be established for replacement of this as it is aging.

A discussion on the repair of the hydrant at the Intermediate School was discussed. Sam will meet with public works to begin this.

Adjournment

P. Parsons moved to adjourn at 8:34, D. Hatstat seconded and the motion passed unanimously.



John Campbell, Chairman
Board of Fire Commissioners & EMS

Date 2-8-2018