

MINUTES
Board of Fire Commissioners & EMS
April 9, 2026 – 5:00 PM
Litchfield Fire Department
258 West St ▪ Litchfield CT

Members Present: John Campbell, Michael Castelli, Sean Fogarty, Jack Hodges, James Koser, Jon Tarrant, Fire Marshal Dave Rogers.

Members Absent: None.

1. Call Meeting to Order

Chairman J. Campbell opened the meeting at 5:04 pm.

2. Approval of Minutes – March 11, 2026

J. Koser motioned to approve the 03/11 minutes, M. Castelli seconded and approval was unanimous.

J. Hodges moved to report on agenda items **6. Budgets** prior to starting the Fire Marshal's report and continuing with the rest of the meeting, J. Tarrant seconded and approval was unanimous.

Chairman Campbell noted a commission chairman needed to be appointed first. J. Hodges moved to appoint J. Campbell as chairman, M. Castelli seconded and vote was unanimous.

6. Budgets – Department, Capital & Operating Budgets

a. Capital – Guest speaker - Chief R. Litwin

BFC Chief R. Litwin - Part 1 - The 2001 Engine 35 is in decent condition but is scheduled to be replaced in 2028-29. After this, the intended plan is for the next replacement to be a combined engine tanker. Recently, it was discovered the 2009 Engine 36 has rust jacking on the frame and will need an approximately \$175,000 body off frame repair. Part 2 - The oldest truck has never been kept and not been replaced first. With astronomical inflation costs for new trucks and a 2-3 year lead time, which engine do they replace? If Engine 36 is unprecedently kept, capital costs will include a new \$1,300,000 fire truck plus the \$175,000 or more repair. J. Tarrant noted, the body off frame repair can not be sent out to bid if project is not already in the budget. Chairman Campbell suggested meeting with the First Selectman and a member of the BOF to discuss in June. In order to get proposal to Capital by September, decisions need to be made soon. J. Tarrant moved to arrange a meeting with the BOS and BOF regarding Engines 35 and 36 in June, M. Castelli seconded and vote for a meeting was unanimous.

3. Fire Marshal Report

For March - There were 31 inspections, 15 Open Burning permits issued and 2 smoke detectors installed. No blasting or firework permits were issued. There were no fire incidents, fire investigations or fire prevention. There is a purchase order in to install a dry hydrant at 262 Milton Road. The departments are now fully operational on the NERIS system. A new water-resistant camera was purchased to complete a fire investigation kit for L1. Additional kits are already in the

FM vehicle and on E4. J. Tarrant moved to accept the March FM report, S. Fogarty seconded and approval was unanimous.

4. Committee Reports

- a. Board member term length, extend from 1 year to 2 years.

Current term length requires Commissioners to be sworn in every April 1st. J. Hodges moved to extend existing term length from one year to two with board members' terms now expiring on 04/01/28, J. Tarrant second and vote to extend was unanimous. Commission term lengths will now expire every even year.

5. Pensions

- a. Proposed Merit Service Pension Update
- b. Pension Retention Review Process – Pay Per Call – 12/01/25 – 05/31/26

A recent count has 39 out of 176 potential or almost 125 actual volunteers enrolled in the PPC program. Commissioners will be sent a reminder email for the June 8 deadline. Eligible calls to date for BFC – 83, LFC – 106 and ELFD – 44.

6. Budgets – Department, Capital & Operating Budgets

- a. Capital – Guest speaker - Chief R. Litwin

See above.

7. Update on Department Physicals

Bantam FD, E. Litchfield FD, Litchfield FD, Northfield FD, LVA

All Commissioners received an updated list. S. Fogarty left meeting at 5:25 pm.

8. EMS Business Report

None.

9. Old Business Report

None.

10. New Business Report

The next meeting is 05/14 and is the day of the town budget meeting. There will be no 05/14 FC & EMS meeting but Commissioners are encouraged to attend the budget meeting.

11. Adjournment

J. Tarrant moved to adjourn at 5:33 pm, M. Castelli seconded and vote was unanimous

John Campbell, Chairman
Board of Fire Commissioners & EMS

Date