

**Minutes**  
**Litchfield Board of Fire Commissioners & EMS**  
**May 13, 2021 7:00 PM**  
**Litchfield Fire House, 258 West St., Litchfield**

Chairman John Campbell opened the meeting at 7:00 p.m..

**Members Present:** John Campbell, Gary Shuhi, Sean Fogerty, Jeff Zullo , Jack Hodges

**Members Absent:** Michael Castelli

**Public Requests/Comments - None**

**Commission Requests - None**

**Approval of Minutes – April 8, 2021**

A motion was made to approve the minutes, J. Hodges seconded and the motion passed unanimously

**Budgets – Department, Capital & Operating Budgets**

It was noted that the town meeting to vote on the budgets will be held on May 20 at the Town Hall Annex.

**Discussion with Chiefs – 10 year Capital Plan for buildings, truck replacement list, Firehouse Software and current insurance**

The Chair stated that he has not received any information from chiefs. A discussion ensued regarding replacement of SCBA replacement. A discussion on updating Firehouse Software and funding a software replacement for all departments ensued.

A discussion on supplemental insurance for non-firefighting activities was discussed. The board reviewed a proposal from VFIS dated April 28, 2021 that was submitted. Zullo will invite the selectman's assistant to attend a meeting to discuss.

**Fire Marshal Report**

The Fire Marshal summarized his monthly report as submitted to the commission. He explained the need to eventually bring the Fire Marshal position back to full time. The Fire Marshal should not take on the Emergency Management position as the workload is such that the Emergency Management would take the Fire Marshal away from statutory obligations and the local duties the office has assumed. Additional funding should also be included for Deputy Fire Marshal coverage.

Update on Department Physicals - Review updated department rosters

- 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**

**Old Business**

**New Business –**

A question was asked regarding reimbursement to departments from COVID funding being received by the town. Zullo explained that this is all infrastructure based. The town will be receiving \$400,000 now and another \$400,000 in the fall. This is Federal aid. Then there is also a county disbursement of around \$1.5M which needs to be used within a year. The selectmen have been rolling in different capital road improvements so that the town will not need to bond so much. So with a \$4M capital plan and taking into consideration grants, and using fund balance money, etc. they are thinking of only bonding \$2.2M. With the availability of this federal funding they will be able to bond considerably less.

The departments would like to know how and if they can be reimbursed for costs associated with PPE and other COVID related expenses. Zullo will ask the Finance Director to address these questions and send a memo out to all departments.

**Communications - None**

**Adjournment**

A motion was made to adjourn and seconded. The meeting adjourned at 7:44 p.m.



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

**Date**

8-12-2021