

MINUTES
Litchfield Board of Fire Commissioners & EMS
April 14, 2022 – 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, Sean Fogerty, Jack Hodges, Gary Shuhi, Michael Castelli, Fire Marshal Sam Kinkade, Jon Tarrant was welcomed as new BOS liaison.

Members Absent: None

Public Requests/Comments -None

Commission Requests - None

Approval of Minutes – March 10, 2022

S. Fogarty moved to approve the minutes, J. Hodges seconded and the motion passed unanimously.

Budgets – Department, Capital & Operating Budgets

J. Tarrant stated town budget hearing is April 28 and he's not expecting any issues. Board of Selectman approved the 4.8% increase. He commended S. Kinkade for addressing need for a full time fire marshal at the end of 2021 and for the excellent job he's done. J. Campbell would like return of pre Covid invitations to Board of Selectman and Board of Finance for checks and balances and to prevent any budget misunderstandings. J. Hodges inquired about access to available Covid money and questioned if requests should go through Public Works. J. Tarrant noted there is already \$911,000.00 available in the account with another \$911,000.00 coming July 1. Departments have until 2026 to use. J. Hodges stated Northfield is to receive \$50,000.00, East Litchfield is using their \$25,000.00 to repair the inner bay ceiling and ductwork. J. Campbell asked that grants be looked into first to save limited funds for other uses. J. Tarrant is getting form to augment revenue/fundraising losses due to Covid from Jodi Tenney. J. Campbell will forward form to all members. J. Tarrant noted there was approximately \$150,000.00 set aside for nonprofits and people that lost money.

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

From J. Campbell - Ten year Capital Plan for building meeting has not happened yet. The chiefs should be working on the truck replacement list. Firehouse software has been taken care of and should be removed from this list. There are some discrepancies with current insurance on what's covered by workman's comp or VFIS insurance for volunteer fire fighters and EMS working in buildings or driving to and from calls in own vehicles. J. Zullo started working on and J. Hodges and Elizabeth Callahan are helping to correct duplicate insurance and possible not covered insurance issues with volunteers.

Fire Marshal Report

S. Kinkade has been training for previous 2 weeks and did not have a full report. He attended BOF meeting on Mon to discuss why a full time fire marshal is needed and answered members' questions. He is attending the April 28 budget meeting to answer any questions.

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

J. Campbell stated he and the chiefs are getting email updates. All documents for updated sheets will be turned over to the soon to be hired assistant. Bantam physicals are due now. E. Litchfield just got their packets.

Any EMS Business that needs to be discussed - None

Old Business -

Work to second floor of Northfield firehouse is progressing well with most of plumbing and electrical in. Sheetrock is next.

New Business -

It was unanimously agreed that the May 12 meeting time would be changed to 6 pm.

A new chairman could not be elected until next month as all members have not been sworn in.

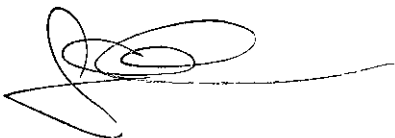
At 7:18 pm, S. Fogarty moved for meeting to go into executive session. G. Shuhi seconded and motion passed unanimously. Regular meeting resumed at 7:31 pm.

There was discussion on having retention recruitment from 1 pm – 3pm at the Litchfield High School's April 23 Earth Day as there is still a need for day coverage. There will be a table and a truck sent to the event.

Adjournment

J. Hodges moved to adjourn, M. Castelli seconded and the meeting adjourned at 7:33 p.m.

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



Date 5-24-2022