

MINUTES
Litchfield Board of Fire Commissioners & EMS
September 14, 2023 – 5:00 PM
Litchfield Fire Department
258 West St ▪ Litchfield CT

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

1. Call Meeting to Order

Chairman J. Campbell opened the meeting at 5:02 pm.

2. Public Requests/Comments

None.

3. Commission Requests

None.

4. Approval of Minutes – Special Meeting July 12, 2023

J. Tarrant moved to approve the 07/12/23 minutes, M. Castelli seconded, there was no discussion and approval was unanimous.

5. Budgets – Department, Capital & Operating Budgets

Operating Budgets – New sheets for next year's budgets will be handed out next month and will be due by the beginning of December.

Capital - S. Fogarty will contact Chief Cattey regarding \$1,500,000.00 for new radio equipment going out 5 years. The town will apply for a grant. If grant is awarded, the cost to the town for the radios would be a matching 5% at \$75,000.00 and \$1,500.00 for the grant writer's fee. Older radios work with minimal repairs now but frequency for every town is going to change and system must be replaced. J. Tarrant will bring request to BOS. Town funding would be needed within two months. Grant will be applied for through the fire commission. S. Fogarty will provide a 5 year and a 10 year spreadsheet list for ELFD at the Oct. meeting.

Department – S. Fogarty needs a truck list by mid Oct to get everything organized for Nov. 14 Capital Improvements Committee. List is for existing trucks. Some trucks are privately owned and are not on replacement list. He is looking to standardize list for replacement dates for town owner department trucks. Last study of trucks was 1988-89.

J. Campbell requested a tire list. Currently, there is a placeholder for Litchfield's outside generator for \$50,000.00. Litchfield has two other projects they do not have the funds for and East Litchfield has a radio tower project. SCBA replacement is scheduled for 2030-31 and has a placeholder of \$1,000,000.00. After the recent basement flood at LVAC, a backflow preventer valve is needed for the floor drain.

6. Committee Reports

None.

7. Fire Marshal Report

For the month of August - 66 inspections and 1 fire investigation were performed, all schools were inspected, 2 detectors were given out and 18 open burning permits were issued. There were no blasting or fire work permits. Some dry hydrants are being repaired. All July and August NFIRS numbers were sent to FEMA. Materials for Fire Prevention Week are ordered. Since not many inspections were needed in September, time has been used getting acclimated to working parttime in fire marshal office. D. Roger will be taking the Fire Marshal position as of 11/13/23 and the appointment will be an agenda item for the October meeting.

8. 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

No update.

9. Any EMS Business that needs to be discussed

None.

10. Old Business

P. Scully needs a letter from the Commission authorizing him to take the state challenge test in order to regain his fire marshal certification. Upon completion, he will be appointed deputy fire marshal. S. Fogarty stated D. Morosani gave a Pension Committee presentation to the BOS and will bring a presentation to this commission soon. East Litchfield's truck under construction from Capital will be brought to a fire show at the casino in the fall. Truck is unique as they had to fit it to our smaller historic firehouse. Truck delivery is expected after the show by November. Current firetruck is 32 years old and will be retired. Northfield Engine One bids will be opened at the First Selectman's Office on 09/28/23 at 2:00 pm and will be discussed at next month's meeting.

11. New Business

None.

12. Adjournment

J. Tarrant moved to adjourn at 5:27 pm, J. Hodges seconded and vote was unanimous.

John Campbell, Chairman
Board of Fire Commissioners & EMS

Date