**Thompson Fire Protection Advisory Committee**

**Wednesday, January 28, 2015 at 7 p.m.**

**East Thompson Fire Department**

**MINUTES**

* Present: Hogan Krohn, Mike Rivers, John Sharpe, Steve Bodreau, Jeff Sheldon, Kerstin Forrester
* Meeting called to order at 7 p.m. by Chair, Kerstin Forrester
* Mike Rivers made a motion to accept the Minutes of December 10, 2014 Special Meeting; 2nd John Sharpe; accepted unanimously.
* Citizens Comments - None
* Committee Member Comments:
	+ Hogan asked about reimbursement to Kerstin from TFA; John Sharpe stated that he had spoken to them and will make sure that the payment is made this week.
	+ Hogan handed out NFPA guidelines highlighting tire life and replacement; a recommendation to change the 7-year requirement has again been proposed. Hogan encouraged everyone to call to voice their support of the change.
	+ Kerstin brought up email that had been sent by a citizen regarding use of fire trucks to put up decorations at a private home; Steve guessed that it was one of his trucks that had been used for training and the department received a donation from the citizen.
* Correspondence:
	+ Mike handed out a letter from State of Connecticut DMV regarding the “Q” program.
* Continue discussion of creating awareness and buy-in:
	+ Work on presentation during budget season
		- **Financial data –***current year and proposed 2015 budgets* were provided by 3 of the departments; detailed discussions of what is required; discussion for Community and East on how to handle Speedway income and expenses – they need to be clearly defined but need to be included in financials as separate line items. Allocation of cost of equipment used at the Speedway must be fully loaded, i.e. include equipment (depreciation), insurance, maintenance, and fuel. Labor costs should also be fully loaded – wages plus benefits including FICA, Federal and State Unemployment, and insurance. Community needs to separate Ambulance from Fire Department and provide two sets of financials, making sure that allocations are proportionate to use of building.
		- **Inventory of Personal Protective Equipment** – provided by 3 of the departments; costs were reviewed for all
		- **Inventory of all other equipment** – data providedby 3 departments.
		- Any missing data will be provided to Kerstin no later than Wednesday, February 4, 2015 for preparation of a compiled report.
	+ We will have a Special Meeting on February 12, 2015 at 7 p.m. to review the compiled report before budgets are presented to the Board of Selectmen later in February. Meeting will be held at the Town Hall in the Norm Babbitt Veterans Conference Room.
* Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Kerstin Forrester, Chair