

**Minutes of the Special Meeting of the Board of Fire Commissioners on Thursday,
January 9, 2023.**

Present: Lynn Spencer, Kim Bennett, Brittany Cusano, Bill Cummings, John Giannini, Bill Cusson and John Flaherty via Zoom.

1. Call to Order: 7:28pm.

2. WFD Proposed Budget: The Chief reviewed his proposed budget for FY23/24. No increases were proposed aside from those directly related to increased costs such as utilities. Motion made by Kim B./2nd Bill C. to approve the Westbrook Fire Department FY23/24 proposed budget as presented. All approved.

3. Fire Marshall Proposed Budget: The Fire Marshall reviewed his proposed budget for FY23/24. The Chairman suggested adding a line item for Vehicle Maintenance now that the FM has a town vehicle. The FM also requested funding for office furnishings, as the Fire Marshall's office was originally furnished with hand-me-down items located in storage and is quite outdated and/or broken. A \$2500 value was suggested for this line. Motion made by Kim B./2nd Bill C to approve the Fire Marshall's FY23/24 proposed budget as presented with an additional line item for vehicle maintenance with \$500 and an increase to office supplies of \$2500 for office furnishings. All approved.

4. Fire Commission Proposed Budget: The Chairman reviewed the BOFC proposed budget for FY23/24 with a suggested increase of \$200 to allow for formal letterhead and letter supplies. Motion made by Lynn S./2nd Brittany C. to approve the Fire Commission's FY23/24 proposed budget as presented. All approved.

5. Action items:

- a) Approval of bills – none submitted at this time.
- b) Set date/time for next meeting – next regularly scheduled meeting will be held on January 19th at 6:30pm.

Meeting adjourned at 7:47pm by a unanimous approval of a motion made by Lynn S./2nd Kim B.

Sincerely submitted by Kimberly Bennett, BOFC Secretary

CC: Board Members