



OXFORD FIRE DEPARTMENT



SB CHURCH MEMORIAL TOWN HALL
OXFORD, CONNECTICUT 06478-1298

Office of the Fire Commission

OXFORD CENTER VOL. FIRE CO.
QUAKER FARMS VOL. FIRE CO.
RIVERSIDE VOL. FIRE CO.

The minutes of the regular monthly meeting of the Oxford Board of Fire Commissioners (BOFC) held in the Oxford Town Hall at 486 Oxford Road, Oxford, CT on Monday, Jan. 27, 2014 are as follows:

The meeting was called to order by Chairman Brian Francione at 7:04 pm with Pledge of Allegiance.

Roll Call:

In attendance: Chairman Brian Francione, John Downs Sr., Mike Rubin, George Hamila, and Chief Scott Pelletier. Absent: Mark Krassner, Asst. Chief Andy Coy and Asst. Chief Ron Prajer.

MOTION made to accept the minutes of Nov. 18, 2013 meeting was made by George Hamila and seconded by Mike Rubin. All were in favor. MOTION carried.

Public Session:

Chairman Francione then opened the meeting to the Public. The Chairman asked three (3) times if anyone from the Public would like to speak. After no response, Public Session was closed.

Communication:

Correspondence was received from the following:

1. Nov. 22, 2013: Letter from Quaker Farms re: Nomination and election of Fire Chief
2. Dec. 2, 2013: Letter from Board of Fire Chiefs to Captains re: Blue Light Permit Updates
3. Dec. 4, 2013: Letter from Board of Fire Chiefs to Captains re: Budget Requests for FY 2014-15
4. Dec. 4, 2013: Letter from Board of Fire Chiefs to Oxford Town Clerk re: Chiefs meeting schedule
5. Dec. 11, 2013: Letter from Riverside Vol. Fire Co to Fire Commissioners re: Recommendation of John Downs Sr. as Fire Commissioner for another term
6. Dec. 11, 2013: Letter from Riverside Fire Company to Board of Selectmen re: Appointments for Fire Police for 2014
7. Dec. 18, 2013: Letter from Board of Fire Chiefs to Board of Selectmen re: Unplanned repairs for R54
8. Dec. 18, 2013: Letter from Board of Fire Chiefs to Board of Selectmen re: Unplanned repairs for Car 1
9. Jan. 6, 2014: Letter from Oxford Center to Board of Selectmen re: 2014 Fire Police

10. Jan. 6, 2014: Letter from Oxford Center to Board of Fire Chiefs re: 2014 Center Fire Company #1 Officers
11. Jan. 8, 2014: Letter from Board of Fire Chiefs to Board of Selectmen re: Chief of the Department
12. Jan. 8, 2014: Letter from Board of Fire Chiefs to Valley Fire Chiefs Training School re: OFD Representative on the Board of Directors
13. Jan. 8, 2014: Letter from Board of Fire Chiefs to Oxford Fire Commission re: Recall list for 2014
14. Jan. 8, 2014: Letter from Board of Fire Chiefs to Oxford Chiefs and Captains re: Radio Call Signs, Signals, and Codes revised for 2014
15. Jan. 21, 2014: Letter from Board of Fire Chiefs to Board of Selectmen re: Capital Budget Request for FY2014-15
16. Jan. 21, 2014: Letter from Board of Fire Chiefs to Board of Selectmen re: General Fund Budget Request for FY2014-15
17. Jan. 23, 2014: Letter from Board of Fire Chiefs to Board of Selectmen re: Transfer for 5325-517-0052-0110, Fire Commission Recording Clerk

Committees/Workshops:

Organizational Structure: On hold pending Ordinance

Ordinance: Brian Francione stated that update of draft Ordinance was very successful with the help of all of the Company Representatives. Thanks to the Representatives for their assistance. MOTION made to accept the current draft Ordinance as a final draft with distribution to each Fire Company for review with return date for comments no later than February 20, 2014 by Mike Rubin, seconded by George Hamila. All in favor. MOTION carried. Recording Clerk to mail draft ordinance and cover page to Company Captains.

Policy and Procedures: On hold awaiting Ordinance

Chiefs/Department Report: Chief Pelletier shared the following:

1. All Apparatus DOT inspection completed
2. Have completed 2014-2015 preliminary budget
3. Have provided copy of Bids for engine specs, the push is to possibly do financing package to update vehicles is currently being reviewed. 51 and the potential of 41 being replaced at the same time. Next engine would not be due for 4 ½ years if done this way with significant savings. John Downs, Sr. asked about the Bid specification process with discussion ensuing.
4. New Chiefs car ordered and due in any day, old Asst. Chief car traded in, radios will be removed and provided back to Dept.
5. Radio site on Rimmon Hill – outside box in, in the process of getting lift in to get antennae mounted. Hopeful by end of Feb. will be up and running.

6. Training: Ice rescue drill to be held tomorrow at Colonial Tavern at 7pm with group discussion on dive teams, Oxford is host for New Haven County Fire Chiefs, Public Information speaking class for Fire Departments

Unfinished Business:

Discussion amongst Commission in regards to prior Commissioner and return of Fire Dept. equipment, request made by Commission to Chief that the name be removed from distribution list on Chiefs correspondence. Brian Francione to follow up on return of equipment and Chief Pelletier will follow up with him as well if he sees him.

New Business:

John Downs, Sr. provided Selectmen George Temple a potential civilian interested in sitting on the Board of Fire Commissioners. Brian Francione will follow up with Selectmen Temple. Group discussion on Election of Chairs for 2014. MOTION made to move the election to next month made by John Downs, Sr. and seconded by Mike Rubin. All in favor. MOTION carried.

Good of the Commission:

Reminder provided by Brian Francione of next monthly meeting to be held on Feb. 24, 2014 due to Presidents Day Holiday.


MOTION made to adjourn meeting made by John Downs, Sr. and seconded by George Hamila. All in favor. MOTION carried. Meeting adjourned at 7:41 pm.

Respectfully submitted,



Nancy Caruso, Recording Clerk

Board of Fire Commissioners

RECEIVED 1/31/2014
AT 12:20 PM
TOWN OF OXFORD

TOWN CLERK