

Town of Oxford Board of Fire Commissioners

SB Church Memorial Town Hall
Oxford, Connecticut 06478-1298

The minutes of the regular monthly meeting of the Oxford Board of Fire Commissioners (BOFC), held in the Oxford Town Hall on 486 Oxford Road, Oxford, Connecticut on Monday, August 20, 2012 are as follows:

The meeting was called to order by Commissioner Brian Francione at 19:07.

Roll Call: Those in attendance were Brian Francione, John Downs, Mark Krassner, John Morris, George Hamila, Mike Rubin, Chief Pelletier, AC Coy, James Gies, Dan Gramigna, Victor Noll, George Temple, Temporary Recording Clerk Melissa Morosko.

Minutes: Reading of the minutes by John Morris. Amend Mike Krassner to Mark Krassner. Motion to amend the minutes made by John Downs, 2nd by Mark Krassner. All aye.

Public Session: None

Communications: Scott Dobler's pager needs to be replaced at an approximate cost of \$500.00. E32 scene light was not lowered and subsequently damaged, needing repair at the cost of \$528.34. Motion to have Chief Pelletier handle as necessary made by John Downs, 2nd by Mark Krassner. All aye.

Chief's Reports: T43 tank replacement sent out to bid, approved by Board of Chiefs and sent to Selectman. Leak at weld on T33 repaired and back in service. E54 out of service, sent out to have automatic step replaced.

Unfinished Business:

1. Length of terms to be served by members of BOFC committee members determined by Selectman George Temple; John Downs: 12/31/13, Brian Francione: 12/31/15, Mark Krassner: 12/31/17.
2. Motion to return to Chief's reports due to arrival of Chief Pelletier made by Mark Krassner, 2nd by John Morris. All aye.
3. QF requesting funding for new kitchen. Kitchen Committee to present BOFC with estimates. George Temple feels that kitchen should be updated because the firehouse is used as a shelter.

4. Brian Francione to go to Board of Selectman for funding. Chief Pelletier explained that there is already a line budget.
5. Draft of organizational structure submitted at the meeting. Motion to form a committee to look at the organizational structure of the FD made by John Morris, 2nd by Mike Rubin. Appointed members to form Organizational Structure Committee: John Morris, John Downs.
6. Motion to note Temporary Recording Clerk in minutes as Melissa Morosko made by Mark Krassner, 2nd by John Downs. All aye.
7. Establish budget for BOFC needs to be discussed and submitted to Selectman. Motion to have Secretary approach Selectman with Budget made by John Downs, 2nd by Mark Krassner. Motion rescinded by John Downs.
8. New budget process starts in November. Brian Francione suggests BOFC be involved in new budget. Vic Noll states that it would be too large, suggests picking 2 people as Sub-Committee to represent BOFC. John Downs and Mark Krassner feel that this is a learning process and all members should be involved in budget. Chief Pelletier will notify BOFC when budget process starts.
9. Active firemen roster to be submitted to BOFC by Vic Noll.
10. Brian Francione suggests 2 meetings a month noting that all meetings must be posted 30 days prior to. Committee feels 2 meeting a month are not needed.
11. Purchasing information (PO system) requested by Brian Francione. Lengthy discussion regarding the purchasing process held between Vic Noll and BOFC.
12. John Morris suggest coming up with a policy and procedure manual.
13. Inventory of all fire gear requested by Brian Francione of Vic Noll. Vic Noll suggests Sub-Committee for fire gear inventory. BOFC will be given access to firehouse database for gear inventory to become self-sufficient. Lengthy discussion regarding inventory process had between Vic Noll and BOFC.
14. Commissioner would like to clarify that BOFC is here to work together with FD, not against.

Adjournment: Motion made to adjourn meeting made by John Downs at 20:17, 2nd by Mark Krassner. All aye.

Respectfully Submitted,
Pending approval


Melissa A. Morosko
Temporary Recording Clerk

12 AUG 27 PM 12:54
TOWN CLERK
Melissa A. Morosko