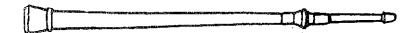


## OXFORD FIRE DEPARTMENT



# SB CHURCH MEMORIAL TOWN HALL OXFORD, CONNECTICUT 06478-1298

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

Scott J. Pelletier, Chief

John A. Downs, Jr., Assistant Chief Daniel R. Gramigna, Assistant Chief

The minutes of the Special Meeting of the Oxford Board of Fire Chiefs, held at Center Fire Station, 484 Oxford Road, Oxford, Connecticut on Wednesday, November 11, 2020, are as follows:

The meeting was called to order by Chief Pelletier at 7:48 p.m.

Roll Call: The roll call was taken and placed on file. Those in attendance: Chief Pelletier, AC Downs, Jr., AC Gramigna, Keith Nelsen Training Officer, Vic Noll. Absent: Marni Soss.

Minutes: Motion to Table review of the Minutes of the October 10, 2020 regular meeting made by Chief Pelletier. Second by AC Gramigna. Motion passed unanimously.

## Correspondence:

#### Received

- Company Reports Center and Riverside Fire Companies September 2020 & Quaker Farms and Riverside Fire Companies - October 2020
- Call and Incident Reports from NW CT Public Safety October 2020 2.
- Spill Incident Reports October 2020 3.
- Email from James Vincent, Valley Fire Chiefs Regional Training 11/8/2020 4. School Re: John Carroll

### Sent

Call Notice for November 11, 2020 Board of Fire Chief's Regular Meeting

No other correspondence reviewed.

### **Chief's Reports:**

Fire Department Calls - Last month and Year to Date - Not reviewed.

	Calls			
	Month	Year		
Department	30	418		

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center	29	105				
Quaker Farms	20	47	0	0	3	75
Riverside	18	48	10	140	5	73

**Quaker Farms** – Nothing to report.

**Riverside** – Nothing to report.

**Center** – Nothing to report.

### **Membership**

1. New members and resignations discussed.

### Follow up

- 1. Daily Reminder Reports not reviewed.
- 2. Probationary Members not reviewed.
- 3. Daily Reminders Notes not reviewed.
- 4. Call Attendance not reviewed.
- 5. Drill Attendance not reviewed.
- 6. Expired Drivers Licenses not reviewed.
- 7. Firefighters Missing Minimum Requirements not reviewed.
- 8. OFD OSHA recertification Fit Testing needs to be completed by all interior firefighters. Other requirements cannot be completed in 2020 due to COVID-19.
- 9. OFD SCBA recertification Cannot be completed in 2020 due to COVID-19.
- 10. SCBA Physicals past due not reviewed.
- 11. Hep B shots due not reviewed.
- 12. Expired Drivers Med Cards not reviewed.

#### **Committee Reports**

Budget / FY 2020/21 (Data as of 10/14/20 – not reviewed)

Approved Budget	\$428,200.00
Expended	\$ 49,420.42
Planned Expenditures	\$378,779.58
Remaining	\$0

<u>Training Schedule</u> – Keith Nelsen reviewed the training schedule. Discussion ensued about training.

July – Ropes/Rescue Location: CFC
August – Power tools & Operation Location: CFC
September – Auto extrication Location: CFC
October – Power tools & Operation
November – Ladders Location: TBD

Computer Committee - Car 2 iPad issue was fixed. U35 iPad installed.

Valley Fire Chiefs Regional Fire School - No report.

<u>Standard Operating Procedures</u> – SOP101 and SOP102 – updates to be made.

Policies – None.

#### **Unfinished Business**

- 1. <u>Truck Committee/T33</u> To be delivered next week. Equipment appointment to be scheduled.
- 2. Tax Abatement for retired volunteer FF No movement.
- 3. <u>Truck Committee/E31</u> Preconstruction meeting set for 12/2/2020.
- 5. <u>Property to the rear of QFC</u> No movement. Meeting with owners of property and First Selectmen to be scheduled.
- 6. Officers Meeting Set for 12/17/2020 at 7:30 p.m. at Center Fire Company.

## New Business

- 1. Marine 3 (M3) Need to get pricing.
- 2. <u>Insurance for Firefighters</u> Discussion ensued on the topic.
- 3. <u>Certificate of Insurance</u> Homeowner on Roosevelt Drive who allows OFD to use her property to access the river asked for insurance certificate. Car 2 will obtain her information for the document.

4. New thermal imaging camera for U35 – Motion to purchase new thermal imaging camera for U35 made by Chief Pelletier. Second by AC Gramigna. Discussion: Need to talk to company captains. Motion passed unanimously.

<u>Audience of Citizens</u> – None.

Remarks for the Good of the Department – Chief Pelletier reported the Fire Department is still following temporary policy for COVID-19 including wearing masks and following social distancing. He noted a reminder to respond with caution and keep up the good work.

<u>Adjournment</u> – AC Gramigna moved to adjourn the meeting at 8:54 p.m. Second by AC Downs, Jr. Motion passed unanimously.

Respectfully submitted, pending approval

Marni Soss, Clerk

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