



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 Regular Meeting of the Oxford Board of Fire Chiefs, held at Center Fire Station, 484 Oxford Road, Oxford, CT on Wednesday, **June 9, 2021**, are as follows:
The meeting was called to order by Chief Pelletier at 7:30 p.m.

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

Audience: None.

Minutes: Motion to approve Minutes of the May 12, 2021 Regular Meeting made by AC Gramigna. Second by Chief Pelletier. Motion passed unanimously.

Correspondence:

Received

1. Company Reports – Center, Quaker Farms and Riverside Fire Companies – May 2021
2. Call and Incident Reports from NW CT Public Safety – May 2021
3. May 2021 Spill Incident Reports
4. 5/17/2021 Copy of letter from Center Fire Company Re: Town's plans for removal of hill behind CFC
5. 5/20/2021 Memo from First Selectman Re: Award Center Fire Co.'s wall relocation project bid
6. 5/20/2021 Memo from First Selectman Re: Fire Dept. Emergency expenditure request for foam replacement
7. 5/20/2021 Copy of letter from First Selectman Re: Approval of peddler permit for Hot Diggity Dog (including Kirk's Pond Area)
8. 5/24/2021 Memo from Tax Abatement Committee Re: Request to update current Tax Abatement Policy
9. 5/27/2021 Email from ESO Re: Upgrade needed to ESO Fire RMS this year
10. 6/9/2021 Email from AC Downs Re: Monthly report/RFC

Sent

1. Minutes of May 12, 2021 Board of Fire Chief's Regular Meeting
2. Call Notice for June 9, 2021 Board of Fire Chief's Regular Meeting
3. 5/14/2021 2021-027 Letter to Cpt. Hellauer Re: SCBA Physicals Final Notice letter

4. 5/17/2021 2021-028 Letter to Board of Selectman Re: Replacement of firefighting foam
5. 5/20/2021 2021-029 Letter to Competitive Power Ventures Re: Ska paks for confined space rescue
6. 5/21/2021 2021-030 Letter to Captains Re: SCBA physicals due July 2021
7. 5/24/2021 Email to Chiefs Re: FY 2021/2022 proposed budget for referendum
8. 6/9/2021 2021-031 Letter to Board of Selectmen Re: Unplanned repairs to compressor at CFC

Chiefs' Reports

Fire Department Calls - Last month and Year to Date -- Reviewed.

	Calls	
	Month	Year
Department	40	136

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center	35	264			8	150
Quaker Farms	27	87			5	89
Riverside						

Quaker Farms – AC Gramigna reported all apparatus is up and running. New hose for T33 is in and will be loaded back on the truck this week; waiting on the tank. Lettering to be done on U35 and also E32. Dates to be determined. Back drain at station still needs attention. Parking lot/driveway will be sealed and will need to be re-lined. Training for new engine was started including driving and pumping.

Riverside – Chief Pelletier read the report from AC Downs. E51 is having an air conditioner issue. New foam was placed into service on E51. T53 cooling fan is still running all the time and needs repair. Oil water separator will be pumped this week.

Center – Chief Pelletier noted all apparatus is up and running. New foam was put on E41 and E42. New foam will be put on TK46 this week. Exhaust brake needs repair on R44. Exhaust brake was fixed on T43. Oil water separator will be pumped this week. Air compressor was repaired at the station. New hydraulic tool was received and placed in service on TK46 in right rear compartment.

Membership

1. New members and resignations – John Yish and Joseph Kondor are new members of Center Fire Co.

Follow up

1. Daily Reminder Reports – Reviewed.
2. Probationary Members – Reviewed.
3. Daily Reminders Notes – Reviewed.
4. Call Attendance – Reviewed.
5. Drill Attendance – Reviewed.
6. Expired Drivers Licenses – Reviewed.
7. Firefighters Missing Minimum Requirements – Reviewed.
8. OFD OSHA recertification – Report reviewed.
9. OFD SCBA recertification – Report reviewed. Fit Testing will begin soon.
10. SCBA Physicals past due – Reviewed.
11. Hep B shots due – Reviewed.
12. Expired Drivers Med Cards – Reviewed.

Committee Reports

FY 2020/21 budget reviewed.

		Approved Budget	\$428,200.00
		Expended	\$386,304.24
		Planned Expenditures	\$ 50,895.76
		Remaining	\$0

Training Schedule

June monthly training drill scheduled for June 27, 2021 was discussed.

Computer Committee – No issues reported.

Valley Fire Chiefs Regional Fire School – No report.

Standard Operating Procedures – None.

Policies – None.

Unfinished Business

1. Tax Abatement for retired volunteer FF – No movement.
2. Truck Committee/E31 – AC Gramigna reported the committee will travel to Wisconsin the week of June 21, 2021 to view the new E31.
3. R44 Truck Committee – AC Gramigna reported the committee will meet next week to plan the layout.
4. Property to the rear of QFC – No movement.
5. Officers – Meeting set for June 24, 2021 at RFC.
6. Marine 2 – Lettering has been ordered.

7. Certificate of Insurance – No movement. 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
8. Proposed budget FY 2021/2022 – Budget was approved at referendum on June 3, 2021. Detailed information was requested from Finance Department.
9. Radios – Issue seems to be corrected at this time. We are looking into a permanent fix to avoid more issues.
10. Foam for firefighting – New firefighting foam was purchased. Funds for purchase were transferred to Fire Department budget to pay the invoice. New foam has been placed on some apparatus and the process will continue.

New Business

1. Tax Abatement – The Committee met and agreed unanimously to adopt Public Act No. 19-36 and forward the recommendation to the Board of Chiefs for approval that the current tax abatement policy amounts of \$500 and \$1,000 be changed to \$1,000 and \$2,000 respectively. Motion made by AC Gramigna to adopt Public Act No. 19-36 and forward a letter to the Board of Selectmen requesting approval to change Firefighter Tax Abatement amounts to \$1,000 and \$2,000. Second by Chief Pelletier. Motion passed unanimously.

Audience of Citizens – None.

Remarks for the Good of the Department – Chief Pelletier noted things are going well. The weather is starting to turn hot and suggested all firefighters drink water regularly and especially before responding to calls. Staying hydrated is very important. Stay safe and keep up the good work.

Adjournment – AC Gramigna moved to adjourn the meeting at 8:15 p.m. Second by AC Chief Pelletier. Motion passed unanimously.

Respectfully submitted, pending approval

Marni Soss

Clerk, Oxford Fire Department

21 JUN 16 PM 4:24
TOWN OF OXFORD, CT
AC Gramigna
TOWN CLERK