



OXFORD FIRE DEPARTMENT

289



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

Andrew Coy, Assistant Chief John A. Downs, Jr., Assistant Chief

The minutes of the regular monthly meeting of the Oxford Board of Fire Chiefs, held in the Oxford Town Hall on 486 Oxford Road, Oxford, Connecticut on Wednesday, April 13th, 2016 are as follows:

The meeting was called to order by Chief Pelletier at 7:32 p.m.

ROLL CALL: The roll call was taken and placed on file. Those in attendance were Chief Pelletier, AC Coy, AC Downs Jr., Secretary Beth Noll and Admin. Assistant Vic Noll.

MINUTES: The reading for the minutes of the March 8, 2016 meeting was waived because the minutes were mailed in advance. AC Coy made a motion to approve, seconded by AC Downs.

CORRESPONDENCE:

Received

1. April Calls from Northwest
2. Company Reports - Center, Quaker Farms and Riverside
3. 03/15/2016 Copy of email to Selectman re: EVPS Equipment
4. 03/14/2016 Copy of letter from CT DPH re: Revised Total Coliform Rule
5. 03/14/2016 Agenda for Board of Selectmen regular meeting
6. 03/14/2016 Agenda for Board of Selectmen Special Meeting
7. 03/15/2016 Email from Bogdan Bodnar re: emergency contact list Woodruff Hill Road
8. 04/04/2016 Agenda for Board of Selectmen regular meeting
9. 04/13/2016 From Heritage Village Water Company re: Quality of Tap Water.
10. 04/13/2016 Fuel Usage Reports

Sent

1. Minutes for March meeting
2. Call for April meeting
3. Chiefs Meeting Package
4. 03/17/2016 16-029 To Heritage Village Water Company re: New Hydrants
5. 03/21/2016 16-030 To Board of Selectmen re: Request for Full Time Clerk
6. 03/22/2016 16-031 To Captains re: SCBA Physicals due in May 2016
7. 03/31/2016 16-032 To Board of Selectmen re: Unplanned repairs on R54
8. 03/29/2016 Fax to Oxford Pharmacy re: Firefighters requiring Hep B
9. 04/07/2016 Fax to Stevenson FC re: tanker shuttle drill

A VOLUNTEER DEPARTMENT PROUDLY SERVING ITS COMMUNITY

"SINCE 1940"

"An Equal Opportunity Employer"

CHIEF'S REPORTS:

Fire Department

	Calls	
	Month	Year
Department	46	135

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center	45	408.98	1	54	3	147
Quaker Farms	35	146.79	1		3	126
Riverside	35	80.21	3	87.58	6	135.53
	<i>* from FireHouse</i>					

TO Nelsen entered the meeting.

Quaker Farms - AC Coy reported all up and running. 31 is having intermittent issues. GK came to the station to check but the issues did not occur.

Riverside - AC Downs reported all up and running. The new boats have been out 2 or 3 times in the past month. Everything seems to be in good working order. There was one small leak in the back where the emergency step was installed - apparently there was no sealant installed in that area. They applied RTV and will water test this weekend. Additionally, there is one screw head that has popped so they will drill that out and repair it. AC Downs will come up with a list of other items that are needed for review. Discussed purchase of potassium chloride for the water systems - was advised to purchase what the budget line will allow. He also reported that during a vehicle check it was found that R54 has a bad strobe. If he provides what kind of unit it is, AC Coy may have a spare unit at Quaker Farms.

Oxford Center - All up and running per Chief Pelletier. The issues from the water main break continue at the fire house.

Equipment Requiring Testing - reviewed.

Follow up

1. Daily Reminder Notes - discussed.
2. Expired Drivers Licenses - were reviewed.
3. SCBA Physicals past due - discussed.

TO Keith Nelsen entered meeting.

COMMITTEE REPORTS:

2015-16 Budget

Approved Budget	\$372,421.00
Expended	\$257,844.55
Planned Expenditures	\$117,552.32
Remaining	(\$2,975.87)

2016-17 Budget - public hearing this coming Monday 4/18 7pm Quaker Farms School.

Training - Keith Nelsen reported the following

1. RIT Recert will be 4/17.
2. April Training is Boats.
3. Tanker Drill May 15th. There are 3 confirmed tankers so far. AC Downs spoke with the chief at Beacon Falls and he reports he will be coming and will send the letter.
4. Schedule for May month will be changing due to the schedule at Daddio's.
5. The two day pump class needs to be scheduled.
6. Driver training booklet - a scenario sheet was handed out for review.

Computer Committee - Everything is up and running. In summer, we will be changing to Firefighter Cloud so updates will be done automatically. Additionally, the server will be upgraded.

Valley Fire Chiefs Regional Fire School - no meeting. Four of the five schools have been cut by the State - we are waiting to see what happens now. Chief Pelletier is still looking for someone to volunteer to be the town's representative to the Fire School. If anyone is interested, please contact your chief.

Membership

1. New Members - none.
2. Probationary Members were discussed.
3. Firefighters Missing Minimum Requirements - A motion was made and seconded to send notices to all active firefighters still on the list for missing HazMat or Bloodborne.

Standard Operating Procedures - none

Policies - none

Keyless Entry System - Scott to get team in place.

UNFINISHED BUSINESS

1. Truck Committee - AC Coy reports the spec is 95% done. Several discrepancies were found at final review. One last meeting should be sufficient to complete.
2. Driveway at Riverside - no movement
3. Facilities Capital Plan - submitted to the Board of Selectmen. Need some more numbers and clean up on facilities plan.
4. Driver Cross Training - discussed - the procedure should be presented at the next officer's meeting.

5. FFI course - in progress. V. Noll reports that he has added students to the monthly training rosters in Firehouse.
6. Mutual Aid tanker drill - discussed under training.
7. Dry Hydrant - Anthony's Pond - no action. Chief Pelletier will discuss with the town. Several are being monitored. Needs a new cap also.
8. Broken Underground Tank - still being monitored, waiting for warmer weather - Hart Court. It will be pumped out and confined space team will go in for some recon.
9. CID and monitoring - it is up and seems to be working well. Chief Pelletier reports it is possible to access via the iPad or a computer but it is not very user friendly. Northwest's changeover to Waterbury is nearly complete.
10. Fire Lane Ordinance - has been presented to the Police Department Sargent for review. Copies will be presented to the Chiefs for review.
11. Interior Firefighter - still need to decide who to visually identify interior firefighters. To be discussed at the officer's meeting. AC Downs notes he brought this up also at his department meeting
12. ID Tags - some need to have new pictures and officer's are being redone.

NEW BUSINESS

1. AC Downs noted that the portables don't work once you lose line of sight. Chief Pelletier noted to switch to repeater when on the boats. AC Downs will mention that when they do training this month.
2. Chief Pelletier reports the turnout gear will ship tomorrow. Issues with Lakeland gear were discussed - boots coming apart, bunker pants ripping during FFI, liners coming apart and turnout gear shrinking when washed per instructions.
3. AC Coy reports he is still having issues with the telephone line at Quaker Farms cutting out at least 2-3 times a week. Chief Pelletier will have dispatch call it in for service.

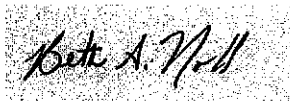
AUDIENCE - none

REMARKS FOR THE GOOD OF THE DEPARTMENT

Its been a busy couple months call volume wise. Stay hydrated and keep up the good work.

ADJOURNMENT - AC Coy moved to adjourn the meeting at 8:50 pm. Seconded by AC Downs. Motion passed unanimously.

Respectfully submitted,
Pending approval,



Beth Noll, Secretary

16 APR 20 AM 9:18
TOWN OF OXFORD, CT
TOWN CLERK
Cheryl A. Noll