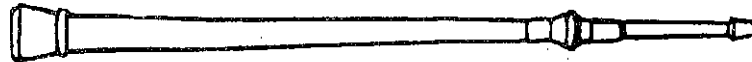




OXFORD FIRE DEPARTMENT



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 in the Oxford Town Hall at 486 Oxford Road, Oxford, Connecticut on Wednesday, **October 9, 2019**, are as follows: The meeting was called to order by Chief Pelletier at 7:31 p.m.

Roll Call: The roll call was taken and placed on file. Those in attendance: Chief Pelletier, AC Downs, Jr., AC Gramigna, Marni Soss, Secretary, Vic Noll, Administrative Assistant and Keith Nelsen, Training Officer. Audience: None.

Minutes: Motion to Table review of the Minutes of the September 11, 2019 regular meeting made by AC Gramigna. Second by AC Downs, Jr. Motion passed unanimously.

Correspondence:

Received

1. Company Reports – Quaker Farms Fire Co. – September 2019
2. Call and Incident Reports from NW CT Public Safety – September 2019
3. 9/18/2019 Agenda for BOS Regular meeting
4. 10/2/2019 Legal Notice for Town Meeting on 10/16/19
5. 10/2/2019 Spill incident reports
6. 10/7/2019 Park & Rec. notice Re: Trick Or Trunk event on 10/31/19
7. 10/9/2019 Email from Naugatuck Valley Council of Governments Re: Stevenson Dam weight restrictions - Oxford

Sent

1. Call notice for October 9, 2019 Board of Fire Chief's Regular Meeting
2. 9/12/2019 2019-064 Memo to BOS Re: Unplanned repairs to TK46
3. 9/16/2019 2019-066 Memo to Captains Re: Long Range Capital Expenditures
4. 9/24/2019 2019-067 Memo to Captains Re: SCBA physicals due Nov. 2019
5. 10/8/2019 2019-068 Memo to BOS Re: Unplanned repairs to R44

Chief's Reports:

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

	Calls	
	Month	Year
Department	30	380

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center						
Quaker Farms	24	134	1	45	4	62
Riverside						

Quaker Farms – AC Gramigna reported the plug for E33 is not working. Service to be done. Dehumidifier for station was repaired and it is working fine. New fuel system tags were distributed and training was done. Everything else is up and running.

Riverside – AC Downs reported new fuel system tags were distributed for vehicles and training was done with drivers. T53 needed service due to wheel cylinders leaking again. Repairs were done and its back in service. Maintenance done on Car 2. It needs a relay. Repair set for 10/15/19. R54/station hose (kusmal) is cracked at fitting. Discussion ensued about plan for repair. Everything else is up and running.

Center – Chief Pelletier reported E42 had trouble starting due to transmission switch issue. Repair was done. Gas system keys were distributed and training done. Open house at the station set for Friday, 10/11/19 from 7 to 9 p.m.

Keith Nelsen arrived at 7:40 p.m.

Membership

1. New members and resignations discussed. AC Gramigna noted Daniel Ray is inactive. Chief Pelletier noted Terrance Brown's probationary period is extended thirty days and that Marc Athanasiou's probationary period is extended for six months.

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 – reviewed.
9. OFD SCBA recertification – reviewed.
10. SCBA Physicals past due – reviewed.
11. Hep B shots due – reviewed.
12. Expired Drivers Med Cards – reviewed.

Committee Reports – Chief Pelletier reviewed budget FY 2019-20.

	Approved Budget	\$441,713.00
	Expended	\$66,335.44
	Planned Expenditures	\$375,377.56
	Remaining	\$0

Training Schedule – Keith Nelsen reviewed training schedule.

September – Rescue Equipment Review

October – Bloodborne, Hazmat and Placards – Instructors: Mark Krassner, Jim Gies

November – Fireground operations

December – SOPs and Christmas Party

Junior training discussed. Discussion ensued about pet masks. Ambulance Corp. should have them because they have the needed oxygen. Need for RIT/fast boards training was discussed.

Computer Committee – Access to the server for all officers is being worked on.

Valley Fire Chiefs Regional Fire School – No report from the monthly meeting was received.

Rally set for 10/10/19 at 4 p.m. on Lancaster Drive, Beacon Falls (site of new fire school).

Discussion ensued about apparatus to be taken to the event.

Standard Operating Procedures –None.

Policies – None.

Unfinished Business

1. Kitchen at RFC – AC Downs reported the gas manifold should be in next week and suppression system should be in the following week. Pancake breakfast planned for 11/3/19.
2. Truck Committee – T33 – AC Gramigna reported the committee will decide on color at their upcoming meeting.
3. Tax Abatement for retired volunteer FF – No movement.
4. Radio maintenance – Chief Pelletier reported testing was done on another product but we cannot use it. Simulcast repeater will be used. Need to meet with Haynes to decide on the location of the 60' tower.
5. Water testing – Due to be scheduled this month.
6. Training for power plant – Additional training was done last week and it went well.
7. Stevenson Dam bridge – Access for emergency vehicles has been authorized. Letter received stating there is a 10 mph limit and one emergency vehicle is allowed on the bridge at a time (due to weight restriction). TK46 is not allowed on the bridge. Monroe and Seymour are to follow the same guidelines for using the bridge and have been informed.

New Business

1. E31 Truck Committee – Proposed option list discussed. Updates are to be made. Deadline for the specifications set for February 2020.
2. Quaker Farms Fire Station – Backing apparatus into station and the hazards of traffic on the roads discussed. Flashing sign discussed and will be considered.
3. First Light – Chief Pelletier attended a meeting where inundation maps were reviewed. Electronic copies of the map to be made available by First Light and will be posted at each station.
4. Helmets – Yellow helmets were received. Helmet fronts will be received soon.
5. Fire extinguisher testing – AC Downs will schedule a day for testing in December. Help is needed at the stations in locating all extinguishers for testing.

Audience of Citizens – None.

Remarks for the Good of the Department – Chief Pelletier spoke of the anticipated big weather change. Leaves will be falling which causes road conditions to change. Dress appropriately and keep up the good work.

Adjournment – AC Downs moved to adjourn the meeting at 8:37 p.m. Second by AC. Gramigna. Motion passed unanimously.

Respectfully submitted, pending approval

Marni Soss

Marni Soss, Secretary
Oxford Fire Department

19 OCT 17 PM 2:17
TOWN OF OXFORD, CT
Gramigna
TOWN CLERK