



OXFORD FIRE DEPARTMENT



SB CHURCH MEMORIAL TOWN HALL
OXFORD, CONNECTICUT 06478-1298

Scott J. Pelletier, Chief

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

Ron W. Prajer, Assistant Chief Andrew Coy, 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, January 8th, 2014 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 Prajer, AC Coy, Vic Noll, Beth Noll, Gary Pelletier, Brian Francione, Keith Nelsen arrived late.

MINUTES: The reading for the minutes of the December meeting was waived because the minutes were mailed in advance. AC Prajer made a motion to approve, seconded by AC Coy. The motion carried. No corrections.

CORRESPONDENCE:

Received

1. 12/01/2013 December Calls from Northwest
2. Company Reports - Center, Quaker Farms & Riverside
3. Fuel Usage Reports
4. Rental Contract for use of Great Oak School for OSHA Sunday.
5. 12/05/2013 From Selectmen's Office re: Town and Land Use Engineer
6. 12/15/2013 From Quaker Farms re: officers for 2014
7. 12/15/2013 From Quaker Farms re: fire police for 2014
8. 12/16/2013 Agenda for the Board of Selectmen regular meeting
9. 12/20/2013 From Finance Director re: 2014-2015 budget
10. Bids for Pumper
11. 12/30/2013 From Truck Committee re: Approval of the Pierce bid for E51

Sent

1. Minutes for December meeting
2. Call for January meeting
3. January Chiefs Meeting Package
4. 12/17/2013 2013-072 to Captains re: SCBA physicals due in February
5. 12/18/2013 2013-073 to Board of Selectmen re: Unplanned repairs for Car 1
6. 12/18/2013 2013-074 to Board of Selectmen re: Unplanned repairs for R54
7. 12/19/2013 2013-075 to Board of Selectmen re: Budget Line Item Transfer
8. 12/27/2013 2013-076 to Fernando Pires re: Dry Hydrant at 212-214 Hogsback Road.
9. 12/30/2013 2013-077 to Captains re: Final SOP Revision for 2013
10. 12/30/2013 2013-078 to Captains re: 2014 Personal Gear Inventory

A VOLUNTEER DEPARTMENT PROUDLY SERVING ITS COMMUNITY

"SINCE 1940"

"An Equal Opportunity Employer"

11. 01/07/2014 2014-008 to Board of Selectmen re: Oxford Emergency Communications General Fund Budget Request for FY2014-2015

CHIEF'S REPORTS:

Fire Department

	Calls	
	Month	Year
Department	38	422

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center *	38	216	0	0	0	0
Quaker Farms *	28	98	0	0	4	195
Riverside	90	55	0	0	7	106
	<i>* from FireHouse</i>					

All apparatus have completed their DOT inspections for this year.

Quaker Farms - AC Coy reported everything is up and running. They had a problem with 32 hitting one of the doors. They have made the door serviceable and are waiting an estimate for repairs.

Riverside - AC Prajer and reported everything up & running.

Oxford Center - Chief Pelletier reported that everything is up & running.

Equipment Testing - Equipment requiring testing was discussed.

Follow up

1. Drivers Licenses - Jim Gies needs to send a copy of his new license.
2. SCBA Physicals Past Due - Several are more than 2 months past due. Have ten days to get on the schedule or a letter will be sent.
3. The fit testing machine is up and running. Fit tests should be scheduled.

COMMITTEE REPORTS:

2013-14 Budget

Approved Budget	\$317,178.00
Expended	\$162,767.88
Planned Expenditures	\$167,666.61
Remaining	(\$13,256.49)

Training - Training Officer Nelsen reported

1. OSHA Sunday to be Sunday 1/12/2014 at 8 am at Great Oak School
2. Ice Rescue is the drill this month. Scott will find out if Colonial Tavern will allow us to use their pond.
3. There will be a trainer's meeting before ice rescue to try to set up a calendar of training. Please direct any suggestions for training topics to Keith.

Computer Committee – everything is up and running. Training and access for new officers has been ongoing. Everything seems to be going well.

Valley Fire Chiefs Regional Fire School - No meeting

Membership

1. No new members
2. 3 probationary members were discussed.
3. Members missing hepatitis B shots or waivers were discussed.

Standard Operating Procedures - none

Policies - none

Keyless Entry System - no movement.

UNFINISHED BUSINESS -

1. Salamander System - Quaker Farms has submitted what they have and are waiting for cards.
2. Truck Committee - The truck committee proposes we accept the Firematic/Pierce bid for \$660,315 with medium block motor. AC Coy made a motion to accept, AC Prajer seconded. All aye. Scott noted the price will decrease when they go with the 3 payment plan (a \$17,000 decrease). Need to know the paint codes, logo design and other appearance details, especially where you're going to break the white and the red. Need to add a note that we need four copies of the bids when they are returned. Chief Pelletier will send a letter to the Board of Selectmen.
3. Driveway at Riverside - AC Prajer is questioning the way the rails are installed as they don't appear to be installed to print.
4. Turnout Gear for 2014 - will get people measured and fitted probably next week.
5. Voting site - All underground work is done. Waiting on the outside cabinet box to come in then the install can continue.

6. Tax Abatement Committee - they met yesterday. They are working in finalizing the wording to bring it to company meetings so they will have something to present to the Chiefs possibly next month.
7. SCBA bottles - SCBA bottles received and in service. All remaining bottles to be painted yellow for training.

NEW BUSINESS

1. AC Prajer made a motion, AC Coy seconded to waive drill requirement for tax abatement for Louis Luskay III due to shift work. All aye. A letter will be sent.
2. AC Coy made a motion, AC Prajer seconded to keep the structure of the Board of Fire Chiefs as is. All aye. A letter will be sent.
3. A motion was made to nominate Vic Noll as Valley Fire School representative with Keith Nelsen as secondary. AC Coy made a motion, AC Prajer seconded. All aye. A letter will be sent.
4. The 2014 Recall List was reviewed. Corrections were noted. AC Prajer made a motion to approve with corrections, AC Coy seconded. All aye. Motion carried.
5. The 2014 Radio Call Signs for 2014 was reviewed. Corrections were noted.
6. Lighting to illuminate the fire police better was discussed. Reflective lights, LED blue lights were discussed. Also if they feel they need more lighting, notify the on scene officer and request more lighting and/or detour signs. There is a fire police program offered at the fire school - perhaps we can have that scheduled for one of our monthly drills.

AUDIENCE

Fire Commissioner reports they are still working on the ordinance. Should have a draft soon to be able to present to the companies soon.

REMARKS FOR THE GOOD OF THE DEPARTMENT

Everyone keep up the good work. We will strive to provide solid leadership and keep everyone moving forward.

Please remember OSHA Sunday is this weekend and encourage all members to attend..

Blue Lights are courtesy lights - it is not authorization to ignore traffic laws.

Dress appropriately for the weather and drive carefully.

ADJOURNMENT - AC Coy moved to adjourn the meeting at 8:43 pm. Seconded by AC Prajer. All Aye.

Respectfully submitted,
Pending approval,

Beth A. Noll

Beth A. Noll
Secretary

RECEIVED 1/15 2014

[Signature]
TOWN CLERK