



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, June 11th, 2014 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 were Chief Pelletier, AC Prajer, AC Coy, Secretary Beth Noll, Vic Noll, R. Stebar.

MINUTES: The reading for the minutes of the May meeting was waived because the minutes were mailed in advance. AC Coy made a motion to approve, seconded by AC Prajer. The motion carried. No corrections. A motion was made by AC Coy to suspend the order in order to introduce the Department Chaplain.

AC Coy left 7:35 to respond to a fire call on Heather Lane.

A motion to resume agenda - AC Prajer and seconded by Chief Pelletier at 7:57

CORRESPONDENCE:

Received

1. May Calls from Northwest
2. Company Reports - Center, Quaker Farms and Riverside
3. 05/19/2014 Copy of a letter from Nafis & Young to Rick Dalton re: Driveway at Riverside Firehouse
4. 05/21/2014 Agenda for Board of Selectmen regular meeting
5. 05/22/2014 From Board of Selectmen re: E-51 approval
6. 05/19/2014 From ECN re: new address
7. From Heritage Village Water Company re: 2013 Water Quality report
8. 05/14/2014 Public Notice of Annual Meeting Reconvened.
9. 06/05/2014 CTDOE re: Emergency Incident Report Osbornedale State Park
10. 06/03/2014 From RFC re: parade request.
11. 06/09/2014 From QFFC re: parade request.

Sent

1. Minutes for May meeting
2. Call for June meeting
3. June Chiefs Meeting Package
4. 05/14/2014 2014-040 to CFC re: Parade Request
5. 05/21/2014 2014-041 to company captains re: SOP Revision 2014.01

A VOLUNTEER DEPARTMENT PROUDLY SERVING ITS COMMUNITY

"SINCE 1940"

"An Equal Opportunity Employer"

6. 05/22/2014 2014-042 to company captains re: SCBA physicals due in July
7. 05/29/2014 2014-043 to Steve Savage Northwest re: SOP 913
8. 05/29/2014 2014-044 to Board of Selectmen re: budget line item transfer
9. 06/02/2014 email to Jessica Pennell re: Oxford Town Center

CHIEF'S REPORTS:

Fire Department

	Calls	
	Month	Year
Department	38	174

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center *	34	144	1	44	7	457
Quaker Farms *	25	82	1	33	5	133
Riverside	23	76.85	3	58.2	5	97
	* from FireHouse					

Quaker Farms - AC Coy returned. AC Coy reported that everything is up & running.

Riverside - AC Prajer reported that everything is up & running.

Oxford Center - Chief Pelletier reported that everything is up & running. Ladder truck was out for its mid-year service. Everything is fine.

Equipment Testing - Generator testing is done. Ladder testing will be next week. Aerial mid year service has been completed.

Follow up

1. Inactive Ffs with Gear not returned - discussed. Two juniors have outstanding gear items.
2. Drivers Licenses - none due.
3. SCBA Physicals past due - 3 members past due were reviewed. Chief Pelletier made a recommendation to send everyone still on the list a 30-day notice. AC Prajer made a motion, AC Coy seconded. All aye. The motion carried. Chiefs were reminded to ensure that their members on the SCBA Physicals Now Due list schedule and complete their physical on time.

COMMITTEE REPORTS:

2013-14 Budget

Approved Budget	\$319,858.00
Expended	\$288,102.49
Planned Expenditures	\$56,955.72
Remaining	\$25,200.21

Training -

1. Chief Pelletier requested a 2Q class be scheduled for September. Date TBD.
2. Two UTV training classes scheduled for October 5 and 26. Each class will consist of 2 Firefighters from each company.. An email will be sent with information to company captains.
3. This month's training TBD.

Computer Committee – Everything is up and running. Request to Neil to do an update to Firehouse. Chief Pelletier to follow up.

Valley Fire Chiefs Regional Fire School - not in attendance.

Membership

1. Members currently on probation were discussed.
2. Members who have not completed their 2014 OFD OSHA Recert Status were discussed. AC Prajer made a motion to send the 30 day letter to all names on the list. Seconded by AC Coy. All aye. The motion carried.
3. Fit testing - AC Coy made a motion to send the 30 day letter. Seconded by AC Prajer. All aye. The motion carried.

Standard Operating Procedures - None

Policies - Tax Abatement or Exemption Criteria. AC Coy made a motion to send this on to the Board of Selectmen for final approval. AC Prajer seconded. All aye. A letter will be sent to the Board of Selectmen.

Keyless Entry System - Chief Prajer is investigating newer, more cost-effective systems.

UNFINISHED BUSINESS

1. Salamander System - still a few more members that need to be done.
2. Truck Committee - Board of Selectmen have approved the purchase for E51 and have sent the request to the Board of Finance for funding. Chief Pelletier is waiting to see if it will be on the agenda for the next Board of Finance meeting.
3. Driveway at Riverside - met with the contractor and the town engineer after one of the outriggers from the ladder truck sank more than 6" into the driveway. This matter is in the hands of the town engineer.
4. Turnout Gear for 2014 - Waiting for ship date.

5. Voting site - Everything is in just waiting for the phone company to come in and complete the installation. One circuit is up from Oxford to the site. Waiting for the line crew to come in and hook up more pairs. The phone lines should be in by the 20th.
6. Emergency contact with power company - document all calls to the emergency contact.
7. Driver Physicals - will meet with Griffin to discuss the criteria. Will also meet with the doctor to discuss several issues that have been raised, including fasting and Keith's issues.
8. WiFi at Riverside - it is up and running. Tech to add passwords.
9. Driver Cross-Training - Chiefs to come up with ideas for implementation and guidelines.
10. Quaker Farms Carnival will be the 6/25 - 28. The fireworks will be the 25th and 27th.

NEW BUSINESS

1. Parade Requests:
 - a. Riverside T53 Beacon Falls June 14.
 - b. Quaker Farms E31 and U35 Beacon Falls June 14.
 - c. Center requested to take ladder truck as well.
 - d. AC Prajer made a motion to approve. AC Prajer seconded. All aye. The motion carried. A letter will be sent.
2. Keith Michael Pratt (former chief of Beacon Hose) - testimonial dinner will be the 27th.
3. Paging list updates - AC Coy requests the list be reviewed and updated.
4. Quaker Farms will take a truck or two to Oxford Day.

AUDIENCE - none

REMARKS FOR THE GOOD OF THE DEPARTMENT

Great team effort during the rain out/cook out at the last department drill.

Stay hydrated!

ADJOURNMENT - AC Coy moved to adjourn the meeting at 8:55 pm. Seconded by AC Prajer. Motion passes unanimously.

Respectfully submitted,
Pending approval,



Beth Noll, Secretary

14 JUN 18 AM 10:50
 TOWN OF OXFORD, CT
 Margaret A. West
 TOWN CLERK