



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, July 9th, 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, J. Downs Sr.

MINUTES: The reading for the minutes of the June 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.

CORRESPONDENCE:

Received

1. June Calls from Northwest
2. Company Reports - Center, Quaker Farms and Riverside
3. 06/05/2014 From Sandy Hook Volunteer Fire and Rescue re: Line officers
4. 06/16/2014 Cancellation notice for Board of Selectmen regular meeting
5. 06/13/2014 Copy of a letter from Nafis & Young to Mark Oulette re: Riverside Firehouse Driveway
6. 06/17/2014 Copy of an email from Jane Richards to Board of Selectmen re: power letter
7. 06/25/2014 Copy of a letter to the Town of Oxford re: Fire Marshal's inspection at Center
8. 06/30/2014 Agenda for Board of Selectmen July meeting
9. 06/30/2014 From Monroe Volunteer Fire Department #1 re: Line officers
10. 07/03/2014 From Board of Selectmen re: Engine 51 forwarded to Town Meeting
11. 07/03/2014 Legal Notice of Town Meeting for 7/14/2014

Sent

1. Minutes for June meeting
2. Call for July meeting
3. Chiefs Meeting Package for July
4. 06/16/2014 Email to Sandra F requesting background check for M Pratt
5. 06/11/2014 2014-045 To Riverside re: Parade Request
6. 06/11/2014 2014-046 To Quaker Farms re: Parade Request
7. 06/11/2014 2014-047 To Company Captains re: SCBA Physicals 30 day notice
8. 06/11/2014 2014-048 To Company Captains re: OSHA Recert 30 day notice
9. 06/11/2014 2014-049 To Company Captains re: SCBA Recert 30 day notice
10. 06/17/2014 2014-050 To Company Captains re: SCBA physicals due in August
11. 07/01/2014 2014-051 To New England Testing re: Repairs to ladder
12. 07/08/2014 2014-052 To Board of Selectmen re: Revision of Tax Abatement Criteria

A VOLUNTEER DEPARTMENT PROUDLY SERVING ITS COMMUNITY

"SINCE 1940"

"An Equal Opportunity Employer"

13. 07/09/2013 2014-053 To Chiefs and Captains re: General Fund Budget Approved for FY 2014-15

CHIEF'S REPORTS:

Fire Department

	Calls	
	Month	Year
Department	25	199

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center *	24	167	2	39	2	77
Quaker Farms *	14	47	1	18	9	177
Riverside	17	97	2	42	9	145
	<i>* from FireHouse</i>					

Quaker Farms - AC Coy reported that everything is up & running. Window on 35 was broken at the carnival - it has been replaced. Need a brake light bulb - gave information to Scott.

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

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

Equipment Testing - Generator testing is done. Still missing a fire extinguisher off 44. V. Noll to follow up.

Follow up

1. Inactive Ffs with Gear not returned - discussed.
2. Drivers Licenses - none due.
3. SCBA Physicals past due - 30 day notices were sent. AC Coy made a motion to send the remaining member a 30 day notice. Seconded AC Prajer. All Aye. Motion Carried.

COMMITTEE REPORTS:

2014-15 Budget

Approved Budget	\$358,648.00
Expended	\$1,675.00
Planned Expenditures	\$357,068.00
Remaining	(\$95.00)

Training -

1. This month's training Water Rescue Jackson's Cove, 7/22/2014.
2. Next Month - Ropes
3. September - Water Supply
4. Gator Training - on October 5th and November 1st. Attendees' names to be provided to AC Coy.
5. Q Class for September - not yet scheduled.
6. Information on solar panels in town - a list will be compiled and kept in each truck containing shut off information.
7. AC Coy brought up the driver training policy and the difficulty in accomplishing the required number of emergency responses for a driver to be certified.

Computer Committee – Everything is up and running. Neil looking at doing an update to Firehouse and increasing the number of users. Wireless now 100% at Riverside and everything is password protected. V. Noll spoke with John yesterday and will meet with the Riverside officers and review. Will provide passwords to Chiefs for documentation purposes. The equipment for Center has been ordered.

Valley Fire Chiefs Regional Fire School - new school seems to be moving forward now. The Board has noted that new students don't seem to be doing homework, studying, etc. TO Nelsen recommended that the training officers should be notified of student's status so they can offer assistance and training as needed. FF2 scheduled starting September 3, 2014. Schedule to be sent out shortly.

Membership

1. New Member at Riverside plus a few new applicants discussed.
2. Members currently on probation were discussed.
3. Hepatitis B Waiver or Shot - discussed.
4. Juniors membership - discussed.

Standard Operating Procedures - None. Chief Pelletier spoke with the First Selectman and wants to revisit the underground suppression tank SOP. Fiddlehead Lane should also be looked at again. Also potential for installation of standpipe for swimming pool.

AC Coy noted the SOP for SCBA needs to be updated to state that OFD instructors teaching for the Oxford Fire Department must be clean shaven.

Policies - Tax Abatement or Exemption Criteria sent to the Board of Selectmen for implementation.

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 - Monday night is the town meeting at 7pm to vote on new E51.
3. Driveway at Riverside - no progress. This matter is still in the hands of the town engineer.
4. Turnout Gear for 2014 - is in. They want to come down and fit everybody. Tuesday July 15th at Quaker Farms, 7pm.
5. Voting site - Phone service is in. Site should be up and running by next week. The fence will be installed once it is functional.
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. Driver Cross-Training - nothing concrete to report. The biggest concern is criteria for deciding who you are going to cross train.
9. Paging List Updates - need to be completed and submitted for correction.

NEW BUSINESS

1. Jim Baldwin, the Seymour Building Inspector, is covering. Contact information to be provided to dispatch.
2. Fire Hydrant List received. Will forward to dispatch so they can overlay it onto their system. Dry hydrants and tanks to be added.
3. We are a member of New Haven County Region 5 Preliminary Strike Team. We are in Task Force 61 providing an engine and Tanker Strike Team 61. Everyone who responds needs to be prepared to stay for at least 24 hours. This is for major events only. There will be additional strike teams created for brush, water rescue, gator, etc. When they are called out, there will be a location given for meeting. All responders will meet there then respond to the location required. This will be discussed and further training will be provided.

AUDIENCE - John Downs Sr requested copy of meeting notice for Town Meeting

Chief Pelletier made it known that the Board of Chiefs did not condemn the Fire Commission at the Board of Selectmen meeting. The question was asked if there were any firefighters who were unhappy with the ordinance. Chief Pelletier responded there were. The Board of Selectmen asked for specific numbers but Chief Pelletier did not have specifics. He wanted to make it known here what was said as it has been said that the Board of Chiefs was putting down the Fire Commission.

REMARKS FOR THE GOOD OF THE DEPARTMENT

Yesterday's technical rescue went incredibly well. Thanks to all who participated and provided own tools. Last night a firefighter donated their personal Dremel tool to the fire department and also Oxford Paint and Hardware donated the set that was picked up last night. There will be one set for each rescue vehicle. Everyone did an excellent job!

Be aware of extreme heat and humidity conditions - stay hydrated.

ADJOURNMENT - AC Coy moved to adjourn the meeting at 8:36 pm. Seconded by AC Prajer. Motion passes unanimously.

Respectfully submitted,
 Pending approval,

Beth A. Noll

Beth Noll, Secretary

14 JUL 16 PM 2:13
 TOWN OF OXFORD, CT
Margaret A. West
 TOWN CLERK