



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, September 12th, 2012 are as follows:

The meeting was called to order by Chief Pelletier at 7:30 p.m.

ROLL CALL: The roll call was taken and placed on file. Those in attendance were Chief Pelletier, AC Prajer, Secretary Beth Noll, Brian Francione.

MINUTES: The reading of the minutes for the August 8th 2012, meeting was waived because the minutes were mailed in advance. AC Prajer moved to accept the minutes as presented. Seconded by Chief Pelletier. All aye.

CORRESPONDENCE:

Received

1. August Calls from Northwest
2. Company Reports
3. 09/11/12 From US Tanker re: Sales Proposal for New Tanker
4. 08/16/12 From Board of Selectmen re: Approval to send out bids for tankers
5. 08/16/12 From Hydro Technologies re: water test results for Riverside and Quaker Farms
6. 08/15/12 From Goodyear re: tire order confirmation
7. 08/16/12 From Shipman's re: Open House Friday 9/21
8. 08/16/12 From Oxford Cultural Arts Commission re: reception for art show
9. 08/25/12 Copy of a letter from AT&T to Board of Selectmen re: emergency contacts

Sent

1. Minutes for August meeting
2. Call for September meeting
3. September Chiefs Meeting Package
4. 08/27/12 2012-036 To Captains re: SCBA Physicals due in October
5. 08/09/12 2012-045 To Captains re: SOP Package 2012.04
6. 08/13/12 2012-049 To Board of Selectmen re: Tanker 43 Spec
7. 08/20/12 2012-050 To Board of Selectmen re: Year End Transfer Request FY 2011-12

CHIEF'S REPORTS:

Fire Department

A VOLUNTEER DEPARTMENT PROUDLY SERVING ITS COMMUNITY

"SINCE 1940"

"An Equal Opportunity Employer"

	Calls	
	Month	Year
Department	42	274

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center *	40	427.38	2	118		
Quaker Farms *						
Riverside	17	67.71	7	14.00	7	95
	* from FireHouse					

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

Riverside - AC Prajer and reported everything up & running. The back up generator isn't working properly - it went off last night and the night before. They get a cold water alarm on the block heater. Need to schedule service.

Oxford Center - Chief Pelletier reported that everything is up & running. Waiting for information on the steering box on 41. They are coming next wednesday to replace the windshield in 42 and adjust the fuel tank sensor.

Equipment Testing - Waiting for ladder certs. Waiting for schedule for compressor service. DOT testing is approaching. AC Prajer made out a contract with Bill O'Donnell at the Fire School to allow them to borrow an air pack and three bottles while he goes through CT Fire School.

Follow up - John Tuz and Rick Schaer still have not returned gear. Firefighters missing SCBA physicals were discussed. Chief Pelletier recommended if the appointments haven't been completed by next meeting, the process will be started to remove them from the interior firefighter list. The fit testing machine is back from Monroe so the three firefighters needing fit tested will need to be scheduled. If they don't get done, they will also be removed from the interior firefighter list.

COMMITTEE REPORTS:

2012-13 Budget

Approved Budget	\$311,223.00
Expended	\$34,030.89
Planned Expenditures	\$277,319.11
Remaining	(\$127.00)

Training - TO Nelsen reported

1. Monthly drill is tool and functionality of each truck.
2. Driver Training Procedure - draft of procedure was presented to the Chiefs. TO Nelsen will draft minimum requirements for each of types of vehicles - Tanker, Brush, Engine, Trailer, Boat, Rescue, Ladder, Gators. Chief Engineer and Company Captain will be required to sign off on completion of training. He will meet with representatives of each company to discuss.

Computer Committee – everything is up and running. Still waiting for the new computer for Quaker Farms - apparently the order was lost.

Valley Fire Chiefs Regional Fire School - the design is finished and ready to go to the state.

Membership

1. No new members. Several probationary members will be removed from the rolls.
2. Members missing minimum requirements were discussed.

Standard Operating Procedures - Hydrant Hookup and MAYDAY were released for review.

Policies - none

Keyless Entry System - no movement.

UNFINISHED BUSINESS

#	Assignees	Date	Description	Action
3	Scott	5/14/10	Salamander System	Oxford Ambulance has purchased a Salamander unit. We will have full use of the machine.
5	Scott	6/09/10	Map/ Hydrant Books	Waiting for the funding - if not it will be added to next year's budget
9	TO Nelsen	11/12/10	Safety Officer Check List	In progress

#	Assignees	Date	Description	Action
11		9/15/11	Truck Committee	There was a lengthy discussion at the officer's meeting. Concerns were expressed that will be addressed at the truck committee meeting this thursday.
12			Fire Safety Trailer	The trailer will be going to Hemlock Hill for repairs.

OTHER UNFINISHED BUSINESS -

1. Driveway at Riverside - have the plans from the engineers - the Chiefs will review.
2. Tanker 43 Spec - 3 bids went out - one came back from US Tanker - the price is 134,897 to have the truck repaired and to replace the tank and body. AC Prajer made a motion to present the bid to the Board of Selectmen and Board of Fire Commissioners. Seconded by Chief Prajer. All aye. Motion carried. Secretary to send a letter to the Board of Selectmen.
3. Turnout Gear - two people came to meet with the vendor. One set was returned. One coat was returned due to sizing issues. Chief Pelletier is overall not pleased with how Shipman's has handled this order for 70 sets of gear.

NEW BUSINESS

1. The lock code for the gates 212-214 Hogsback are being reprogrammed to allow those gates to stay open. The last person to leave has to close the gates.
2. Fire Prevention is October 4th Quaker Farms School, October 5th is Center School - John Ellis is coordinating that effort along with Tony Cuomo - if anyone wants to help out, contact John.

AUDIENCE - Brian suggested we see if we can get something set up for training for hybrid vehicles. Chief Pelletier will provide TO Nelsen with the contact information for the people who did the training a few years ago.

REMARKS FOR THE GOOD OF THE DEPARTMENT

Fall is approaching - be aware of wet leaves and drive with caution.

Be aware there is no reason to drive the apparatus at excessive speed, no matter what the signal or situation. Slow down or the chiefs will take appropriate action.

ADJOURNMENT - AC Prajer moved to adjourn the meeting at 8:19 pm. Seconded by Chief Pelletier. All Aye.

Respectfully submitted,
 Pending approval,

Beth A. Noll

Beth A. Noll
 Secretary

12 OCT -5 PM 3:49
 TOWN CLERK
Margaret A. Clark