



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, December 12th, 2012 are as follows:

The meeting was called to order by Chief Pelletier at 7:33 p.m.

ROLL CALL: The roll call was taken and placed on file. Those in attendance were Chief Pelletier, AC Prajer, AC Coy and Vic Noll.

MINUTES: The reading of the minutes for the November 14th 2012, meeting was waived because the minutes were mailed in advance. AC Coy moved to accept the minutes as presented. Seconded by AC Prajer. All aye.

CORRESPONDENCE:

Received

1. November Calls from Northwest
2. Company Reports - Center, Riverside
3. 10/31/2012 fm Zoning Enforcement Official re Cease & Desist 187 Christian St
4. 11/07/2012 fm BOARD OF SELECTMEN re Agenda 12/5/2012
5. 11/13/2012 fm CFA re W O'Donnell
6. 11/14/2012 fm Payroll re Timesheets
7. 11/16/2012 fm CT DE&EP re Spill report 151 Hogsback
8. 11/26/2012 fm Goodyear re tires
9. 12/04/2012 fm P&Z re Fairview at Oxford Greens
10. 12/06/2012 fm BOARD OF SELECTMEN re adjust Town Hall hours
11. 12/06/2012 fm BOARD OF SELECTMEN re Additional voting site approval
12. 12/11/2012 fm TO Nelsen re Report
13. 12/11/2012 fm FF Wiemer re credit for 2 Monthly Drills due to 2nd shift work
14. Sales agreement for T43

Sent

1. Minutes for November meeting
2. Call for December meeting
3. December Chiefs Meeting Package
4. 11/21/2012 2012-065 K Nelsen Bloodborne training
5. 11/19/2012 2012-069 BOARD OF SELECTMEN additional voting site
6. 11/26/2012 2012-070 Captains re SCBA Physicals Due Jan 2013
7. 11/26/2012 2012-071 Company Budget Requests FY2013-14
8. 11/26/2012 FAX PO 24195 re FFI class

A VOLUNTEER DEPARTMENT PROUDLY SERVING ITS COMMUNITY
"SINCE 1940"

"An Equal Opportunity Employer"

9. 12/10/2012 FAX to Eastern Water re water
10. 12/10/2012 FAX to VFS re FFI class revised
11. 12/10/2012 2012-072 Emergency Repairs E42
12. 12/01/2012 2012-073 2013 Personal Gear Inventory
13. 12/04/2012 2012-074 Emergency Repairs E31
14. 12/04/2012 2012-075 Unplanned Repairs TK46 & T33

CHIEF'S REPORTS:

Fire Department

	Calls	
	Month	Year
Department	46	421

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center	45	410	2	68	1	20
Quaker Farms	40	203	0		2	36
Riverside	27	87	1	1	8	14
	<i>* from FireHouse</i>					

Quaker Farms - AC Coy reported everything is up & running. E31 hard starting. Officers for 2013 Captain same, 1st Lt Francione & 2nd Lt Calabrese

Riverside - AC Prajer and reported everything up & running. T53 should be back on Friday. Officers remain the same for 2013.

Oxford Center - Chief Pelletier reported that everything is up & running. R44 to go out for annual test & service on Monday. E41 will go in January and annual service of apparatus will be complete. Officers for 2013 will be Captain Spemullo, 1st LT Galla & 2nd LT Gies

Equipment Testing - SCBA flow testing completed in November; all units are in service. Fire extinguisher started Tuesday 12/11. Quaker Farms and Riverside will be finished next week. Hurst tool annual maintenance was completed. Spare SCBA masks were discussed. Each company should have one mask of the size used on the apparatus (Comfort Seal). All other masks should be returned to the Fire Department office to be issued as needed. Chief Pelletier said a letter will be sent to the captains.

Follow up - AC Prajer to follow up on two inactive members at Riverside that still have not returned gear. AC Coy is following up on one at Quaker Farms. Chief Pelletier has received email from J Solis

saying he found the pager and will return it. No firefighters are overdue on SCBA physicals. Chiefs to follow up on drivers with expired licenses.

COMMITTEE REPORTS:

2012-13 Budget

Approved Budget	\$311,223.00
Expended	\$126,357.97
Planned Expenditures	\$193,482.87
Remaining	(\$8,365.84)

Training - TO Nelsen reported

1. December will be SOP review, January is planned to be Rescue involving Hybrid Cars.
2. Driver Training Procedure - changes submitted by TO Nelsen. Chiefs reviewing.
3. Annual refresher for Driver, Pump Operator and Aerial training was suggested
4. OSHA Sunday will be Sunday January 13th at Great Oak School starting at 8 am.
5. 2012 Recerts - done for this year

Computer Committee – everything is up and running. Planning a meeting with captains in January.

Valley Fire Chiefs Regional Fire School - no meeting

Membership

1. New member application for M Cappola at Center received. A new member was voted in at Riverside but application has been turned in yet. One application was received from the juniors for G. Downs as a new member. Other probationary members were reviewed
2. Members missing minimum requirements were discussed.

Standard Operating Procedures

1. Sop 811 Mayday - Okayed by at officers meeting per AC Coy. A motion to accept SOP 811 was made by AC Coy, seconded by AC Prajer, all aye. Chief Pelletier introduced the current version of the OFD Mission statement and asked if this copy was acceptable. A motion to accept this version as the OFD Mission Statement was made by AC Coy, seconded by AC Prajer, all aye.
2. SOP 812 - Hydrant Hookup - to be reviewed
3. SOP for Wide Area Search - (to cover outdoor also)

Policies - none

Keyless Entry System - no movement.

UNFINISHED BUSINESS -

1. Salamander System - Chief Pelletier reported that OAA is making form for our use on their system. OAA will be setup as a regional point for that. Looking to start work about February 2013.

2. Map/ Hydrant Books - Waiting funding - will be added to next year's budget
3. Safety Officer Check List - received Chiefs meeting.
4. Truck Committee - AC Coy reported the process is on going. Discussion continues on engine & transmission. Looking for information on the new light tower. Estimate a month or two away from completing first version. Next meeting Thursday January 3, 2013.
5. Fire Safety Trailer - The trailer being stripped. Grant for Freddie the Fire Robot being revised.
6. Driveway at Riverside - AC Prajer & Ed Hellauer reviewed revised spec. Looks good.
7. Tanker 43 Spec - the Board of Selectmen are waiting for a date. Discussed changing finish on fittings from mirror to satin. Motion made to approve change for \$600 by AC Coy & seconded by AC Prajer. All aye.
8. Turnout Gear - work in progress.
9. The December Drill is at Quaker Farms this year on December 17th.
10. Junior Issues from last meeting - Chief Pelletier spoke to the Juniors about driving. Per OAA Explorers are to respond from station therefore no Juniors should be changing from fire responder to medical at the scene.
11. The voting site at 100 Oxford Road was approved by the BOS. Next to BOF.

NEW BUSINESS

1. One hurst tool power unit at Center has to be replaced per Hurst. Hurst recommends a Simo Turbo Power unit. This will not fit in TK46 without extensive modification to the apparatus. Relocating the current unit in R44 to 46 and putting the new unit in R44 can be accomplished with minor changes.
2. FF O'Donnell was injured at the CFA while taking Recruit class.
3. A motion to approve the request for Monthly Drill Credit by FF Wiemer due to 2nd shift work was approved was made by AC Coy & seconded by AC Prajer. All aye.

AUDIENCE - none

REMARKS FOR THE GOOD OF THE DEPARTMENT

Good job at Naugatuck; actions reflect the training.

ADJOURNMENT - AC Prajer moved to adjourn the meeting at 9:15 pm. Seconded by AC Coy. All Aye.

Respectfully submitted,
 Pending approval,

Beth A. Noll

Beth A. Noll
 Secretary

12 DEC 19 AM 11:50
 TOWN OF OXFORD, CT
Margaret A. West
 TOWN CLERK