

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, May 8th, 2013 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, Vic Noll, Beth Noll.

MINUTES: The reading for the minutes of the April 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. April Calls from Northwest
2. Company Reports - Center, Quaker Farms & Riverside
3. 05/06/2013 From Rich Kearns re: Take a Stand Day
4. 05/06/2013 Fax from CT DEEP re: EIR for Park Rd Call
5. 04/25/2013 Notice of Annual Budget Meeting
6. From Volunteer Fire Assistance re: Cooperative Forestry Act
7. 03/28/2013 From Oxford Center re: Tax Abatement Committee
8. 05/02/2013 Fax from CT DEEP re: EIR for Great Hill Rd call
9. 05/03/2013 From Eastern Water Solutions re: water testing
10. 05/06/2013 From Heritage Village Water Company re: 2012 Tap Water Quality Report
11. 05/08/2013 From Riverside re: Tax Abatement Committee

Sent

1. Minutes for April meeting
2. Call for May meeting
3. May Chiefs Meeting Package
4. 04/11/2013 2013-035 to Captains re: Driver Training Program
5. 04/14/2013 2013-036 to Captains re: SCBA Physicals past due
6. 04/29/2013 2013-037 to Captains re: FF Missing OSHA Minimum Training
7. 04/23/2013 2013-038 to Captains re: FF with Physicals Due in June
8. 04/15/2013 2013-039 to Fire Commission re: T43 accepted
9. 04/16/2013 2013-040 Budget Transfer from Waste Removal to Background Checks
10. 04/25/2013 2013-041 to Board of Selectmen re: unplanned repairs at Quaker Farms
11. 05/07/2013 2013-042 to Inland Wetlands Commission re: East Hill Road Bridge

A VOLUNTEER DEPARTMENT PROUDLY SERVING ITS COMMUNITY

"SINCE 1940"

"An Equal Opportunity Employer"

12. 04/22/2013 fax to CFA re Fire School Application

CHIEF'S REPORTS:

Fire Department

	Calls	
	Month	Year
Department	32	158

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center	31	185	2	92	3	104
Quaker Farms	17	77.83	2	45	3	72
Riverside	22	107.46	2	60	8	171
	<i>* from FireHouse</i>					

Quaker Farms - AC Coy reported everything is up. Having trouble with the tank gages on 31 and 33.

Riverside - AC Prajer and reported everything up & running. Bracket needs replacing on 51. The tank fill gage is still acting up on B55.

Oxford Center - Chief Pelletier reported that everything is up & running. E42 will be going to Firematic on 6/3 to take care of the body damage. Still waiting on the schedule for mid year service on TK46. Hurst pump on R44 blew during the monthly training. There is a temporary gas unit on the truck now while they wait for the parts to arrive so it can be rebuilt.

Equipment Testing - Equipment requiring testing was discussed.

Follow up - Firefighters overdue for SCBA physicals were discussed.

COMMITTEE REPORTS:

2012-13 Budget

Approved Budget	\$311,223.00
Expended	\$288,723.22
Planned Expenditures	\$58,434.90
Remaining	(\$35,935.12)

Training - TO Nelsen reported

1. Organization structure for the Juniors was discussed. TO Nelsen will be stepping back in to try to regain a sense of structure with them.
2. 2Q and 2 Day Pump Course - according to the Fire Academy, you do not need to take train the trainer to teach the 2Q course. However, he is reconsidering whether to offer it in town or not. He will meet with instructors to discuss the possibilities on Wednesday at Quaker Farms.
3. Department Drills - they will try to put together a 6 month schedule when they meet.
4. There have been requests for operator training to be given while interior training drills are going on.
5. Monthly Drill on 5/28/2013 will be interior firefighter obstacle course and pump operations

Computer Committee – everything is up and running. There is an update available to Firehouse - he is looking into it. Met with the Captains last week and reviewed use of FH and discussed some changes to eliminate paper shuffling.

Valley Fire Chiefs Regional Fire School - January Firefighter I class is coming to a close. The summer accelerated class has started as well. They are trying to get information out for the Firefighter II class to start in September. The state has an architect working on the design. Chief Pelletier noted that the prices are getting close to being prohibitive.

Membership

1. RFC - Andrew Lyle moving to active. Probationary members were discussed.
2. Members missing minimum requirements were discussed.

Standard Operating Procedures -

1. SOP 506 rev 6 Mutual Aid - added Safety Officer as only allowed private vehicle responder. A motion was made to approve by AC Prajer and seconded by AC Coy. AC Coy noted that the “but not to exceed three (3)” should be removed under Tanker request. It will be modified to read “Crew size must be two (2)”. All aye.
2. SOP 902 rev 5 Dispatch Procedures - changed alternative dispatching sites. A motion was made to approve by AC Coy and seconded by AC Prajer. All aye.
3. SOP 910 rev 2 Emergency Dispatching - copies were distributed for review to be discussed next month. Northwest will also review.

Policies - none

Keyless Entry System - no movement.

UNFINISHED BUSINESS -

1. Salamander System - some pictures have been taken; more are needed.
2. Map/ Hydrant Books - not in the budget for this year. GIS updates have been completed at Northwest and things have been improving dramatically. Heritage Water and Aquarion have agreed to give them the layout for the dry hydrants and we can provide ponds and other water sources.
3. Safety Officer Check List - TO Nelsen distributed copies of a checklist he downloaded from the internet for review.
4. Truck Committee - AC Coy reported they are meeting tomorrow night. Should have it finalized for vote by the Chiefs next month.

- 5. Fire Safety Trailer - has been scrapped. The fire safety robot has arrived. Will try to get some people from each station to learn to use it so it can be used.
- 6. Driveway at Riverside - waiting for the engineer to provide his report on the bids.
- 7. Tanker 43 is in service. Waiting for a few items now and will be complete.
- 8. Turnout Gear for 2013 has arrived. Will be inventoried tomorrow then arrangements will be made for it to be distributed.
- 9. The voting site at 100 Oxford Road 67 - in the budget. Talking with Beacon Falls about partnering on installing one on Rimmon Hill.
- 10. The spec received from Riverside for the new boat was discussed. The boat has been pushed out three years in the capital plan so the specs will be held until that time.
- 11. Tax Abatement Committee - all names are in - a meeting will be set up.
- 12. SCBA - new bottles are in the FY2013-14 budget. Air paks are next as they must be replaced by 2013. A capital project request for them will need to be added beginning in 2015.

NEW BUSINESS

- 1. The Budget Meeting for a town vote is the May 14, 2013
- 2. Chief Pelletier would like to send a thank you letter to Mike Quoka at Daddios for the drill.
- 3. Chief Pelletier would like to send a thank you letter to Quality Auto Body for the repairs to the tanker.
- 4. Thanks to AC Coy for coordinating Take a Stand Day - everything went well and everyone should be commended for how well they performed.
- 5. Thanks to the members of the department for Sunday's Green Ribbon Ride for Newtown on such short notice. Thank you for turning out and representing Oxford Fire Department.
- 6. V. Noll discussed the driver certifications he received from the three companies. Clarifications were asked from Quaker Farms for the Gators and Riverside for the trailer. A discussion followed. Chiefs will bring this to their companies for discussion.

AUDIENCE - none

REMARKS FOR THE GOOD OF THE DEPARTMENT

In general things are going very well for us - thanks to the membership for your professionalism and support of the Department. Other towns are beginning to notice us in a positive light.

Keep up the good work, stay safe and stay hydrated.

Memorial Day is coming up - the parade leader is Center this year.

ADJOURNMENT - AC Coy moved to adjourn the meeting at 8:30 pm. Seconded by AC Prajer. All Aye.

Respectfully submitted,
Pending approval,



Beth A. Noll
Secretary

13 MAY 15 PM 12:06
TOWN OF OXFORD, CT
Beth A. Noll
TOWN CLERK