

OXFORD FIRE DEPARTMENT



SB CHURCH MEMORIAL TOWN HALL
OXFORD, CONNECTICUT 06478-1298

Scott J. Pelletier, Chief

Ron W. Prajer, Assistant Chief Andrew Coy, Assistant Chief

OXFORD CENTER VOL. FIRE CO.
QUAKER FARMS VOL. FIRE CO.
RIVERSIDE VOL. FIRE CO.

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 10th, 2015 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, AC Coy, Secretary Beth Noll, Admin. Assistant Vic Noll, John Downs Sr.

MINUTES: The reading for the minutes of the June 10, 2015 meeting was waived because the minutes were mailed in advance. AC Coy made a motion to approve, seconded by AC Prajer.

CORRESPONDENCE:

Received

1. May Calls from Northwest
2. Company Reports - Center, Quaker Farms and Riverside
3. 05/18/2015 Agenda for Board of Selectmen regular meeting
4. 05/22/2015 From Acord re: Liability Insurance for OFD drill at Daddios
5. 05/26/2015 From CT DEEP re Emergency Incident Report for 24 Old Good Hill Road
6. 05/27/2015 From Girl Scouts of Connecticut re: notification for Camp An-Se-Ox schedule.
7. 05/28/2015 From McNeil & Co re: Claim 10700118
8. 05/31/2015 Fire Incident Report for 102 Quaker Farms Road fire
9. 05/31/2015 Utility Plans for Oxford Towne Center
10. 06/03/2015 From Haynes re: Hydrant request for Oxford Towne Center project
11. 06/08/2015 From Nafis & Young re: Riverside firehouse
12. From Heritage Village Water Company re: 2014 annual consumer report on the quality of tap water
13. From International Association of Fire Chiefs re: voting for IAFC 2nd Vice President

Sent

1. Minutes for May meeting
2. Call for June meeting
3. Chiefs Meeting Package
4. 05/14/2015 2015-036 Request for Transfer from finance contingency re: 5325-812
5. 05/14/2015 2015-037 Request for Transfer from 5325-570-0135 to -0136
6. 05/18/2015 2015-038 to Captains re: SCBA physicals due in July
7. 05/21/2015 2015-039 to Quaker Farms re: parade request
8. 05/21/2015 2015-040 to Center re: parade request

A VOLUNTEER DEPARTMENT PROUDLY SERVING ITS COMMUNITY

"SINCE 1940"

"An Equal Opportunity Employer"

9. 05/27/2015 2015-041 to Board of Finance re: FY2015-16 General Fund Budget
10. 06/04/2015 2015-042 to Board of Selectmen re: unplanned repairs on R54
11. 06/08/2015 2015-044 Request for Transfer from 5325-605 to 5325-811
12. 06/09/2015 2015-045 to Captain Belinsky re SCBA Physicals Final Notice sent to FF Carey
13. 05/18/2015 Fax to Griffin Hospital re: Hep B shots
14. 05/18, 05/19, 06/01, 06/08/2015 Fax to Oxford Pharmacy re: Hep B shots

CHIEF'S REPORTS:

Fire Department

	Calls	
	Month	Year
Department	30	167

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center	28	317	0	0	9	306
Quaker Farms	23	109	1	24	6	158
Riverside	22	92	1	48	7	116
	<i>* from FireHouse</i>					

Quaker Farms - All up and running.

Riverside - All up and running.

Oxford Center - All up and running except the generator on E41 is not working - suspect fuel pump is bad.

Equipment Testing - reviewed. Hose testing will be 7/27 starting at 8 am. Ladder testing will be scheduled.

Follow up

1. Inactive FFs with Gear not returned - discussed.
2. Drivers Licenses - were reviewed.
3. SCBA Physicals past due - discussed. Dan Carey was discussed. A motion was made by AC Prajer to send him a letter. Seconded by AC Coy. All aye. Motion carried.

COMMITTEE REPORTS:

2014-15 Budget

Approved Budget	\$358,648.00
Expended	\$344,971.52
Planned Expenditures	\$37,330.33
Remaining	(\$23,653.85)

2015-16 Budget - approved

Training - Keith Nelson absent.

1. Chief Pelletier reported that this month's drill will be water supply if the water supply is sufficient. Otherwise, TBA.

Computer Committee – up and running. The operating system is expiring - Neil is looking into getting a temporary patch until the next budget cycle when they will request a replacement to the server.

Valley Fire Chiefs Regional Fire School - waiting for the actual funding. Just an FYI - Charlie Stankey has been diagnosed with terminal cancer. Please keep that in the back of your minds.

Membership

1. New Members - None
2. Probationary Members were discussed.
3. Firefighters missing minimum requirements were discussed. AC Prajer made a motion to send Jason Merithew a letter notifying him that he would be removed from the SCBA list. AC Coy seconded. All aye.

Standard Operating Procedures - none

Policies - none

Keyless Entry System - in the budget - will be discussed at the next officers meeting to set up a committee.

UNFINISHED BUSINESS

1. Truck Committee - truck is on the way. Should arrive tomorrow around 11 am however we don't own it so we cannot drive it. Had a good trip out to see the progress. The truck looks very good. The committee members that were there along with the additional members that went out did an excellent job. The truck committee will meet tomorrow night to review the punch list and begin laying out the gear. 51 will be on limited service for the next few weeks while the new truck is getting ready to roll.
2. Driveway at Riverside - a letter was received from Nafis and Young regarding the recommended repairs. Waiting for response from the contractor.
3. Facilities Capital Plan - will be worked on when the committee reconvenes in the fall.

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4. Driver Cross-Training - Gary Hylinski, Eddie Hellauer and Mike Blood are the three drivers selected to be cross trained. Revitalizing this program will be discussed with the officers.
5. Daytime FFI course - Chief Pelletier will look into getting one either run in town or run in the fall. TO Nelsen asked him to look for a 2Q course as well.
6. Mutual Aid tanker drill - will be moved to the fall.
7. Dry Hydrant - Anthony's Pond. Chief Pelletier will follow up with Pattonelle who offered to dig it up.
8. Flood Plan - will continue to monitor the situation.
9. Board of Fire Commissioners - selectmen are in a holding pattern for six months. Waiting for the cutoff date to be determined.

NEW BUSINESS

1. American Legion Flag Day - Friday the 12th. We will participate in this event.
2. Center - will not be going to Bethany Friday night.
3. Dave DeBisschop passed away. Calling hours will be Friday 4-8 and Munson-Levetree Funeral home in Southbury. The funeral will take place Saturday. The company would like to take Tanker 43 Friday night to the funeral home and Truck 46 to the cemetery in Woodbury to raise the flag on Saturday. AC Prajer made a motion, seconded by AC Coy. All aye.
4. George Temple is making arrangements to donate 51 to somewhere in Vermont. Chief Pelletier will provide details once he has them.

AUDIENCE -

1. Use of Safety Vests - everyone on the scene should be wearing safety vests regardless of whether the road is closed or not.
2. A moment of silence was observed for the passing of life member David DeBisschop
3. John Downs Sr asked if the chaplain was issued a badge. Chief Pelletier has his badge and helmet.
4. John Downs Sr asked if the Board would be attending the Firefighter I graduation on Wednesday. Chief Pelletier said he would attend.
5. John Downs Sr asked about a letter that was sent to the Board of Selectmen for QF's parade request. It was noted that the letter was sent in error.
6. John Downs Sr asked if the Board has any say in the matter of the repairs to the driveway at Riverside. Chief Pelletier notes that they have no say, that the fix comes from the engineers and the company.

REMARKS FOR THE GOOD OF THE DEPARTMENT

We're getting into that time of the year with high heat and humidity - stay safe and stay hydrated.

ADJOURNMENT - AC Prajer moved to adjourn the meeting at 8:25 pm. Seconded by AC Coy. Motion passed unanimously.

Respectfully submitted,
 Pending approval,

Beth A. Noll

Beth Noll, Secretary

15 JUN 17 AM 11:58
 TOWN CLERK
Christina A. West