



# OXFORD FIRE DEPARTMENT



SB CHURCH MEMORIAL TOWN HALL  
OXFORD, CONNECTICUT 06478-1298

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

*Scott J. Pelletier, Chief*

*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 8<sup>th</sup>, 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 Coy, Secretary Beth Noll, Admin. Assistant Vic Noll, John Downs Sr, Dan Gramigna and Ed Hellauer.

**MINUTES:** The reading for the minutes of the July 8, 2015 meeting was waived because the minutes were mailed in advance. AC Coy made a motion to approve, seconded by Chief Pelletier.

**CORRESPONDENCE:**

*Received*

- 1. June Calls from Northwest
- 2. Company Reports - Center, Quaker Farms and Riverside
- 3. 06/15/2015 Agenda for Board of Selectmen regular meeting
- 4. 06/25/2015 Minutes for Planning & Zoning meeting
- 5. 07/06/2015 From Oxford Safety & Health re: Town Building Inspections
- 6. 07/06/2015 Copy of letter from RP Dalton to Jim Galligan re: site improvements at RFC
- 7. 07/01/2015 From SVFA re: Officers for this year

*Sent*

- 1. Minutes for June meeting
- 2. Call for July meeting
- 3. Chiefs Meeting Package
- 4. 06/16/2015 2015-046 to Captain Belinsky re: SCBA Final notice
- 5. 06/16/2015 2015-047 to Captains re: SCBA Physicals due in August
- 6. 06/18/2015 QFS Rental Application for Hose Testing
- 7. 07/07/2015 Fax to Heritage Village Water re: Backflow preventer testing
- 8. 06/30/2015 Email to Sandra F re: background check
- 9. 06/11/2015 Email to travelers re: invoice for high pressure pump.

RECEIVED  
JUL 15 11:12:00  
2015

**CHIEF'S REPORTS:**

## Fire Department

	Calls	
	Month	Year
Department	39	199

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center	30	180				
Quaker Farms	22	235			4	77
Riverside	25	332	3	38	4	86
	<i>* from FireHouse</i>					

**Quaker Farms** - All up and running.

**Riverside** - AC Prajer is not in attendance but Chief Pelletier reports all up and running.

**Oxford Center** - All up and running. The starter in E42 was having issues. The vehicle was towed to GK for a new starter. The solenoid was bad so it went to Pierce for work. The starter was disassembled and found to have assembly issues. Chief Pelletier requested they open a workmanship claim for this issue.

**Equipment Testing** - reviewed. Hose testing will be 7/27 starting at 8 am at Quaker Farms School. Ladder testing has been completed.

**Follow up**

1. Inactive FFs with Gear not returned - discussed.
2. Drivers Licenses - were reviewed.
3. SCBA Physicals past due - discussed. A motion was made to send to Kyle Leake and Justin Bongiorno the 30 day letter. Seconded. All aye. Motion carried.

**COMMITTEE REPORTS:**

**2015-15 Budget**

Approved Budget	\$358,648.00
Expended	\$371,324.88
Planned Expenditures	\$11,675.47
Remaining	(\$24,352.35)

**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.
2. Chief Pelletier requested something with the gas compression plant.

**Computer Committee** – up and running. New laptops are being worked on to update the software.

**Valley Fire Chiefs Regional Fire School** - Did not attend meeting. Fire School waiting for the actual funding.

**Membership**

1. New Members - discussed.
2. Probationary Members were discussed.
3. Firefighters missing minimum requirements were discussed.

**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 - finish work is being done. Radio to be removed from old 51 on Friday.
2. Driveway at Riverside - response received from contractor - Chief Pelletier is waiting for response from Jim Galligan.
3. Facilities Capital Plan - will be worked on when the committee reconvenes in the fall.
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 - May be running our own. More news to follow when official word is received.
6. Mutual Aid tanker drill - will be moved to the fall.
7. Dry Hydrant - Anthony's Pond. Chief Pelletier will follow up with Pattonelle.
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.
10. American Legion Flag Day - was held on Friday the 12<sup>th</sup>. Thank everyone who attended for their participation.
11. Thank everyone for helping out with arrangements for Dave DeBisschop's final arrangements.
12. Old 51 - Chief Pelletier has been trying to connect with George Temple in East Corinth VT to determine if he will take the engine.

### NEW BUSINESS

1. None

### AUDIENCE -

1. John Downs Sr asked for a copy of the letter from Dalton.

### 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 Coy moved to adjourn the meeting at 7:50 pm. Seconded by Chief Pelletier. Motion passed unanimously.

Respectfully submitted,  
 Pending approval,

*Beth A. Noll*

Beth Noll, Secretary

10:21:01 AM  
 JUN 15 10:21:01 AM  
 2015