



OXFORD FIRE DEPARTMENT



SB CHURCH MEMORIAL TOWN HALL
OXFORD, CONNECTICUT 06478-1298

Office of the Fire Commission

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 Commissioners (BOFC) held in the Oxford Town Hall at 486 Oxford Road, Oxford, CT on Monday, Aug. 19, 2013 are as follows:

The meeting was called to order by Chairman Brian Francione at 7:02pm with Pledge of Allegiance.

Roll Call:

In attendance: Chairman Brian Francione, John Downs Sr., Chief Scott Pelletier and George Hamila.
Absent: Mike Rubin, Mark Krassner, Vic Noll, Asst. Chief Andy Coy and Asst. Chief Ron Prajer.

MOTION made to accept the minutes of July 15, 2013 meeting was made by John Downs, Sr. and seconded by George Hamila. All were in favor. MOTION was carried.

Public Session:

Chairman Francione then opened the meeting to the Public. Chairman Francione asked three (3) times if anyone from the public would like to speak. Declaring none, the public session was closed.

Communication:

Correspondence was received from the following:

1. Aug. 7, 2013 – Letter from First Selectman George R. Temple, Esq. re: Oxford High School Athletic Fields Dedication Ceremony
2. Aug. 18, 2013-Letter from Oxford Center Volunteer Fire Company re: Oxford Fire Department Ordinance.

Committees/Workshops:

Ordinance: Brian Francione discussed Town Counsel Condon has reviewed the proposed Ordinance and provided recommended wording. Ordinance updated 7/25/2013 to include recommended wording update of "not limited to" as recommended by Town Counsel. Attorney Condon re-reviewed document and approved current draft. Brian Francione provided final draft copy dated 7/25/2013 of proposed Ordinance for final review to Board Members. Further discussion ensued of correspondence received from Oxford Center Volunteer Fire Company and considered amongst all members in attendance. Further discussion amongst all Board members that these topics have already been discussed with

Selectman Temple during the workshops and he has advised that there is no conflict with a line officer being on the Commission. Board of Commissioners has also decided on 3 year terms for Commissioners. Per Chief Pelletier, Center will be adding in their by-laws that line officers cannot be on the Commission. MOTION made to accept the current draft Ordinance proposal dated 07/25/2013 by John Downs, Sr. Seconded by George Hamila. All in favor. MOTION carried. Chairman Francione to forward Final Draft Ordinance dated 7/25/2013 to First Selectman George Temple for review and potential next steps.

Policy and Procedures: Chairman Francione reminded the Board that sub team had previously been created with Mark Krassner, Vic Noll and himself for policies and procedures and now that the Ordinance is complete they will have an upcoming workshop which will be scheduled in the near future.

Chiefs/Department Report: Chief Pelletier updated the Commission on the following topics:

1. Backup alarm issue on 51 is being monitored
2. Air conditioning warranty work on 42 repaired but requires further follow-up
3. To schedule Q2 class for drivers. At a recent Chiefs and Officers meeting the minimum age for the class had been set at 20 years old to attend.
4. Basic pump training class will be held on Sept. 16th. This is required for anyone who wants to drive.
5. There will be a Department Drill in Sept. at Daddio's on Car Fires, food will be provided for participants.
6. A fireworks display will be held on Sunday Aug. 25th at Oxford High School for the Dedication ceremony of the athletic fields – Quaker Farms will provide fire watch for the event and Juniors will be in attendance for collection of donations for Juniors.
7. Hurst equipment has been ordered and scheduled for installation.
8. Pump swap will take place Tuesday after Labor Day with installation within a 2 week period.
9. Air bottles in budget ordered and will be able to be identified as OFD and Logo will be on bottles.
10. Apparatus service will take place at end of Sep/early Oct.
11. During hose testing last month lost 11 lengths of hose in total and all was able to be replaced with inventory on racks.
12. Problem with main circulator pump at Center which is outside of town contract. Will cost \$1,700.00 for new pump to be installed.
13. Department responded to fatal house fire in Seymour mutual aid and was commended by Seymour Dept. with gratitude for aid.
14. This past Sunday took part in Mass Causality Drill in Seymour, provided 2 engines, participation went well.
15. Sunday afternoon also rescued Motorcyclist on Hunter Mountain, was able to make patient contact after going in with Med Bed – all went well.
16. Sunday structure fire on 188 went well, no extension past kitchen.

Discussed broken pager from Quaker Farms which will be submitted to insurance.

Unfinished Business:

None.

New Business:

Chairman Francione to work on scheduling dates for policy and procedure sub team meeting with Vic Noll. Chief will ask Vic to remove prior Commissioner John Morris from distribution lists and Brian Francione and Chief Pelletier to follow up with Selectman Temple to determine if plates, badge etc. was returned to Town Hall.

Good of the Commission:

Commissioner Francione commended Chiefs on a wonderful job for calls on Sunday as well as drill in Seymour.

Reminder of next Fire Commission meeting on Monday, Sept. 16th at 7pm.

MOTION made to adjourn meeting made by George Hamila and seconded by John Downs, Sr. All in favor. MOTION carried. Meeting adjourned at 7:34 pm.

Respectfully submitted,



Nancy Caruso, Recording Clerk

Board of Fire Commissioners

13 AUG 26 AM 9:00
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK