



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 13th, 2015 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, Secretary Beth Noll, Admin. Assistant Vic Noll, Rev. Donnelley.

MINUTES: The reading for the minutes of the May 13, 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. April Calls from Northwest
2. Company Reports - Center, Quaker Farms and Riverside
3. From Beacon Hose Co. No. 1 re: Upper Valley 2015 132nd CT State Firefighters Convention
4. 04/07/2015 CT DOT re: Highway Use Permit for Memorial Day Parade
5. 04/09/2015 CT DEEP re Emergency Incident Report for 115 Hurley Road
6. 04/15/2015 From Selectman's Office re: Town Hall tag sale
7. 04/15/2015 Fuel Usage Reports
8. 04/16/2015 Copy of a letter from The Ride for Our Vets parade route.
9. 04/20/2015 From McNeil & Company re: claim closed
10. 04/21/2015 From Quaker Farms re: catastrophic failure of high pressure pump.
11. 04/23/2015 Public Notice for Annual Budget Meeting
12. 04/29/2015 From Selectman's Office re: National Day of Prayer
13. 04/29/2015 From Beacon Hose Co No 1 re: line officers
14. 05/04/2015 From Quaker Farms re: parade requests
15. 05/06/2015 Legal Notice for Town Meeting
16. 05/12/2015 From Oxford Center re: parade requests

Sent

1. Minutes for April meeting
2. Call for April meeting
3. Chiefs Meeting Package
4. 04/23/2015 2015-031 to Captains re: SCBA Physicals due in June
5. 04/27/2015 2015-032 to Finance Director re Insurance Claim for high pressure pump

A VOLUNTEER DEPARTMENT PROUDLY SERVING ITS COMMUNITY
"SINCE 1940"

"An Equal Opportunity Employer"

6. 04/30/2015 2015-033 Letter of Reference for Austen Braatz
7. 04/21/2015 email request for background checks
8. 04/23/2015 email request for background check
9. 04/20/2015 Fax to Oxford Pharmacy re: hep B shot report
10. 04/27/2015 Fax to Oxford Pharmacy re: hep B shot report
11. 04/30/2015 Fax to Oxford Pharmacy re: hep B shot report
12. 05/07/2015 Fax to Oxford Pharmacy re: hep B shot report

CHIEF'S REPORTS:

Fire Department

	Calls	
	Month	Year
Department	30	137

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center	28	552.8				
Quaker Farms	23	406.57	3	82.3	3	73.2
Riverside	21	68.96	4	113.91	6	72.28
	* from FireHouse					

Quaker Farms - All up and running except the tank and pump on the gator. The repairs of the winter damage are pending door replacement.

Riverside - All up and running. High pressure pump is mounted on the truck.

Oxford Center - All up and running. Ladder went for mid-year service. There is one non-critical gage that needs replacement - they will order it so it is in stock for the next service.

Equipment Testing - none

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	\$324,931.19
Planned Expenditures	\$56,736.14
Remaining	(\$23,019.33)

2015-16 Budget - approved

Training - Keith Nelson absent.

1. Chief Pelletier reported that this month's drill will be at D'addios. He has waivers to pass out.

Computer Committee – up and running. There is a change being made on the ID numbering. Entering occupancies in fire house is progressing. The operating system is expiring - Neil is looking into getting a temporary patch until the next budget cycle.

Valley Fire Chiefs Regional Fire School - waiting for the actual funding.

Membership

1. New Members were discussed. QF Voted in Chris Hubert and Corey Nihil as probationary. Center has James Munda. Next new member class is scheduled the first week of June - 2nd, 4th and 6th.
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.

UNFINISHED BUSINESS

1. Truck Committee - truck is in process. Plans are solid for the visit. Truck is almost done.
2. Driveway at Riverside - waiting for Jim Galligan.
3. Facilities Capital Plan - presented with the budget. Items presented by captains will be added.
4. Driver Cross-Training - Gary Hylinski, Eddie Hellauer and Mike Blood are the three drivers selected to be cross trained. Will be discussed at the officers meeting.
5. Daytime FFI course - nothing scheduled.
6. Mutual Aid tanker drill - if there is no significant rain soon, this will not be scheduled. May 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 - was discussed. 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. Quaker Farms Parade requests - AC Prajer made a motion to approve with a note that we will play by ear for the convention. The trucks will immediately return to town after the parades. Seconded by Chief Pelletier. All aye. A letter to be sent.
2. Center Parade requests - AC Prajer made a motion to approve with a note that we will play by ear for the convention. The trucks will immediately return to town after the parades. Seconded by AC Coy. All aye. A letter to be sent.

AUDIENCE -

1. Rev. Donnelley - provided a status report of his initial months as our chaplain. He wanted to make it known that, in addition to sacramental acts, he is available for counseling as well. He proposed putting together a brochure that will be reviewed by the Board before being provided to the membership. He also asked about sending a newsletter. Vic Noll suggested that he send it to the three chiefs and Vic to distribute the newsletter to the captains.

REMARKS FOR THE GOOD OF THE DEPARTMENT

Dry weather seems to be here to stay - be on the alert for brush fires. Be careful, be safe and keep up the good work.

ADJOURNMENT - AC Coy moved to adjourn the meeting at 8:21 pm. Seconded by AC Prajer. Motion passed unanimously.

Respectfully submitted,
Pending approval,



Beth Noll, Secretary

15 MAY 20 11:36
NOT
RECORDED