



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, December 11th, 2013 are as follows:

The meeting was called to order by Chief Pelletier at 7:32 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, a representative from the Voices and John Downs Sr.

MINUTES: The reading for the minutes of the November 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. 11/01/2013 November Calls from Northwest
2. Company Reports - Center, Quaker Farms & Riverside
3. 11/18/2013 Agenda for the Board of Selectmen regular meeting.
4. 11/19/2013 From Payroll Department re: payroll
5. 11/21/2013 From Naugatuck Fire Department re: mutual aid for garage fire.
6. 11/21/2013 From Selectmen's Office re: Establish Board Clerks Rate of Pay
7. 11/22/2013 From Quaker Farms re: Nomination for Chief
8. 11/21/2013 From First Selectman re: Staff Schedules
9. 11/21/2013 From Zoning Enforcement Official re: 447 and 543 Roosevelt Drive
10. 11/26/2013 Legal notice for Town Meeting
11. 12/2013 From Knox re: 2014 Authorization Order Forms
12. 12/02/2013 Board of Selectmen Agenda for regular meeting
13. 12/05/2013 From Selectmen's Office re: Town Engineer and Land Use Engineer
14. 12/10/2013 From Riverside to Board of Selectmen re: fire police appointments.
15. 12/10/2013 From Louis Luskay III re Tax Abatement
16. 12/11/2013 From Riverside to Board of Fire Commissioners recommending John Downs Sr as Fire Commissioner for another term in 2014.

Sent

1. Minutes for November meeting
2. Call for December meeting
3. December Chiefs Meeting Package

A VOLUNTEER DEPARTMENT PROUDLY SERVING ITS COMMUNITY

"SINCE 1940"

"An Equal Opportunity Employer"

4. 12/04/2013 2013-067 to Tony Cumo & John Ellis re: fire prevention week appreciation
5. 11/21/2013 2013-066 to Company Captains re: fire prevention week appreciation
6. 11/19/2013 2013-069 to Company Captains re: SCBA Physicals due in January
7. 12/02/2013 2013-070 to Company Captains re: Blue light permit updates
8. 12/04/2013 2013-071 to Company Captains re: Budget requests for FY2014-15

CHIEF'S REPORTS:

Fire Department

	Calls	
	Month	Year
Department	25	384

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center	25	337.28	1	62.30	2	85
Quaker Farms	21	104.19	1	39	3	99
Riverside	11	109.96	0		13	255.19
	<i>*from FireHouse</i>					

All apparatus have completed their DOT inspections for this year.

Quaker Farms - AC Coy reported everything is up. Last Wednesday someone tried kicking in the door on the dayroom side of the firehouse. The deadbolt kept the door closed but the door jamb is shot and needs to be replaced. They notified the resident state trooper of the situation. They are getting a quote for the repairs. They also held elections. There were also problems with the water at the firehouse the day of the party. They will keep an eye on that situation.

Riverside - AC Prajer and reported everything up & running. The driveway is progressing. They still have to install the guardrail and handrail for the handicap ramp. They held elections and Chief Prajer will have them send a memo to the Board. A tire on 54 is losing air and needs to be looked at.

Oxford Center - Chief Pelletier reported that everything is up & running. There was an issue with the heating control that has been fixed. They held elections last night. A memo will be sent.

Equipment Testing - Equipment requiring testing was discussed. Fire extinguishers are in progress. Other testing waiting for results to be received before they come off the list.

Follow up

1. Drivers Licenses - none pending.

2. SCBA Physicals Past Due - Several are more than 2 months past due. Chiefs to follow up with captains; list to be sent to captains.

COMMITTEE REPORTS:

2013-14 Budget

Approved Budget	
Expended	
Planned Expenditures	
Remaining	

Training - Training Officer Nelsen reported

1. Department Drill - this month will be SOP review Monday 12/16/2013 at Riverside at 7 pm.
2. OSHA Sunday to be Sunday 1/12/2014 at 8 am at Great Oak School

Computer Committee – everything is up and running. The new computer for Center should be installed by next week.

Valley Fire Chiefs Regional Fire School - FFI is underway.

Membership

1. Jessica Morosko is moving to social.

Standard Operating Procedures - none

Policies - none

Keyless Entry System - no movement.

UNFINISHED BUSINESS -

1. Salamander System - Center is almost done, the Juniors have a few more to do, Riverside and Quaker Farms are wrapping up. Town Hall is getting ready to start theirs.
2. Truck Committee - Pierce \$690,870 with large block motor in it. \$30,555 credit if we stay with medium block. No exceptions to our specification. Chief Pelletier will make copies and turn them over to the truck committee by the end of the week.
3. Driveway at Riverside - in progress.
4. Turnout Gear for 2014 - Still need lists of who needs new gear from the three companies.
5. Voting site - met with Beacon Falls on Monday. Ground work is done, conduits are in, concrete pad has been poured. Waiting on the outside cabinet for the radio equipment. Once that is in, they can start installing. Haynes Concrete donated all the concrete to Beacon Falls, Oxford Hardware donated all the underground conduit and CL&P will be doing the wiring work gratis. Should be complete by Feb 2014.
6. Tax Abatement Committee - no report.
7. SCBA bottles - SCBA bottles received and in service. All remaining bottles to be painted yellow for training.

8. Scott to follow up with the towns IT support staff to resolve the internet issue at Riverside Fire station. - should be complete next week.
9. Riverside appointed D Carey and Ed Hellauer as the company representatives to work with the Fire Commission. Names still needed from Center and Quaker Farms. Scott to determine the date of the first meeting.

NEW BUSINESS

1. None.

AUDIENCE

John Downs Sr requested Chief Pelletier speak with Northwest about increasing the volume of certain dispatchers.

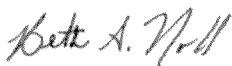
REMARKS FOR THE GOOD OF THE DEPARTMENT

Use caution when responding and dress appropriately for the weather.

Everyone have a safe and happy holiday

ADJOURNMENT - AC Coy moved to adjourn the meeting at 8:03 pm. Seconded by AC Prajer. All Aye.

Respectfully submitted,
Pending approval,



Beth A. Noll
Secretary

13 DEC 18 PM 12:10
TOWN OF OXFORD, CT
Margaret A. Clark
TOWN CLERK