



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, October 9th, 2013 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, Vic Noll, D. Carey, M. Hedge, B. Francione, J. Bongiorno, J. Ellis, John Downs Sr. & Keith Nelsen.

MINUTES: The reading for the minutes of the September 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. 10/01/2013 September Calls from Northwest
2. Company Reports - Center, Quaker Farms & Riverside
3. Breast Cancer Awareness Month
4. Documentation for new Hurst equipment
5. 09/10/2013 fm Beacon Hose re Thank You for help
6. 09/12/2013 fm BOARD OF SELECTMEN re Informational Hearing
7. 09/16/2013 fm DOT re Highway Use Permit
8. 09/16/2013 fm 1st Selectman re Agenda for Regular Meeting 09/18/2013
9. 09/19/2013 fm BOS re Riverside Site Improvement - Bid Award
10. 09/20/2013 Notice of Town Meeting re Riverside Site Improvement
11. 09/20/2013 Minutes Fire Commission minutes
12. 10/07/2013 fm Nafis & Young re Site Improvements for Riverside
13. 10/08/2013 fm DEEP re Emergency Incident Report 13 Risbon Terrace
14. 10/09/2013 To All Employees re Time Sheets next week

Sent

1. Minutes for September meeting
2. Call for October meeting
3. October Chiefs Meeting Package
4. 09/17/2013 2013-058 Physicals due in November
5. 09/17/2013 2013-059 re SOP Package 2013.03
6. 09/24/2013 Email for SOP Package 2013.03 electronic distribution

A VOLUNTEER DEPARTMENT PROUDLY SERVING ITS COMMUNITY

"SINCE 1940"

"An Equal Opportunity Employer"

7. 09/30/2013 Email to Kyle Leake re Hep B shots
8. 10/02/2013 FAX to Fairfield Fire School

CHIEF'S REPORTS:

Fire Department

	Calls	
	Month	Year
Department	34	324

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center	34	389	25	50		
Quaker Farms	29	148	1	36	4	96
Riverside	27	82	2	27	8	163
	<i>* from FireHouse</i>					

Quaker Farms - AC Coy reported everything is up. The new Hurst tool is in service. Quaker Farms apparatus is next for annual service.

Riverside - AC Prajer and reported everything up & running. Annual service completed on E51, R54, B55; T53 is out for service

Oxford Center - Chief Pelletier reported that everything is up & running. Fuel leak on T43 has been repaired.

K. Nelsen entered meeting

Equipment Testing - Equipment requiring testing was discussed.

Follow up

1. Drivers Licenses - G Hylinski in mail box at QF; Captain and AC to follow up on copy from J Downs Jr. since 5/29/2013.
2. SCBA Physicals Past Due - Motion made by AC Coy and seconded by AC Prajer to send letters to the two names on the list removing them from the Interior FF list. All aye.

COMMITTEE REPORTS:

2013-14 Budget

Approved Budget	\$317,178.00
Expended	\$58,862.49
Planned Expenditures	\$260,159.06
Remaining	(\$1,843.55)

Training -

1. Department Drill - this month will be ladders at 7 pm 10/22 at Riverside.
2. Pump class - 2 classes complete & 2 to go
3. RIT recert is now scheduled for November 3, 2013 with a review class on October 29.

Computer Committee – server is up and running. Finalizing the spec for a new computer for Center. Should be completed and ordered in two weeks.

Valley Fire Chiefs Regional Fire School - Chief Pelletier attended the Plan meeting in September. The schedule for building a new school for the Valley is holding at 3rd or 4th with an agreement that if there are any holdups with progress on schools scheduled ahead the Valley school is ready to go!

Membership

1. SCBA Recertification Status for 2013 - Motion made by AC Coy and seconded by AC Prajer to send letters to the two names on the list removing them from the Interior FF list. All aye.

Standard Operating Procedures - none

Policies - none

Keyless Entry System - no movement.

UNFINISHED BUSINESS -

1. Salamander System - Ids for some of Riverside FFs were given to AC Prajer. More pictures needed. Pictures needed for Quaker Farms.
2. Truck Committee - AC Coy reported that the specification is complete and was distributed to the chiefs. It will be approved in New Business.
3. Driveway at Riverside - funds approved at Town Meeting & contract was awarded to low bidder.
4. Turnout Gear for 2014 - Need lists of who needs new gear from the three companies.
5. Voting site - working with Beacon Falls to locate antenna and equipment.
6. Tax Abatement Committee - payment could be to taxes of by check. Other being considered.
7. SCBA bottles - should be shipped in the 2nd or 3rd week of October.
8. New Hurst equipment - manuals distributed on disk to all companies. All equipment should be tagged. Riverside still waiting for some mounting brackets.
9. 2013 Fire Prevention Week - FF Ellis has plans in place.

NEW BUSINESS

1. There was a discussion on the new OFD truck specification. A motion was made by Chief Pelletier to approve the specification provided by the truck committee with an option to provide a price to use a 450 hp engine and an Allison, model EVS 3000P transmission instead of the 500hp in the specification. Seconded by AC Coy. All aye

AUDIENCE

1. Captain Belinsky asked that the timing of the Riverside Site Improvement project should be coordinated with the floor painting project. All agreed.
2. Training Officer Nelsen stated that Junior members moving up to the Fire Department when they are 18 requires coordination by company officers to ensure that Junior gear is returned before they are issued FD gear. The longer we wait the harder it gets.
3. Captain Belinsky asked if there was any policy on Juniors moving up to the Fire Department then starting in college? Short answer is no. The students first priority should be to concentrate on school and getting the best grades possible. The time to complete the probationary requirements and if that is accomplished, completing the annual requirements cannot be allowed to interfere with their education.

REMARKS FOR THE GOOD OF THE DEPARTMENT

Fall is here with changes in the weather and leaves that are slippery when wet. Use caution and dress appropriately.

ADJOURNMENT - AC Coy moved to adjourn the meeting at 8:31 pm. Seconded by AC Prajer. All Aye.

Respectfully submitted,
Pending approval,



Beth A. Noll
Secretary

13 OCT 16 AM 11:54
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK