



OXFORD FIRE DEPARTMENT



SB CHURCH MEMORIAL TOWN HALL
OXFORD, CONNECTICUT 06478-1298

Scott J. Pelletier, Chief

Ron W. Prajer, Assistant Chief

Andrew Coy, Assistant Chief

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 Chiefs, held in the Oxford Town Hall on 486 Oxford Road, Oxford, Connecticut on Wednesday, October 14th, 2015 are as follows:

The meeting was called to order by Chief Pelletier at 7:34 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, and Admin. Assistant Vic Noll.

MINUTES: The reading for the minutes of the September 9, 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. September Calls from Northwest
- 2. Company Reports - Center, Quaker Farms and Riverside
- 3. 09/09/2015 From Cedarstone Road Association re: Status of Cedarstone Road
- 4. 09/09/2015 9/11 Memorial Ceremony
- 5. 09/24/2015 From Trinity Consultants re: permit application notification
- 6. 09/24/2015 Invoices from Valley Fire School
- 7. 10/14/2015 From Falcioni Painting re: estimate for interior painting at Center

Sent

- 1. Minutes for September meeting
- 2. Call for October meeting
- 3. Chiefs Meeting Package
- 4. 09/08/2015 2015-058 to Captains Blood and Gramigna re: ladder testing
- 5. 09/15/2015 2015-062 to P&Z re: Garden Homes Management
- 6. 09/17/2015 2015-063 to Board of Selectmen re: Unplanned repairs at Quaker Farms
- 7. 09/22/2015 2015-064 to James Hliva re: lost pager
- 8. 09/22/2015 2015-065 to captains re: SCBA physicals
- 9. 09/24/2015 2015-066 to Peter Wols re: training
- 10. 10/05/2015 2015-067 re John Brocco
- 11. 09/10/2015 Fax to Oxford Pharmacy re: Hep B shots
- 12. 10/06/2015 Fax to Oxford Pharmacy re: Hep B shots
- 13. 09/21/2015 Purchase Order for Firefighter II class.

CHIEF'S REPORTS:

Fire Department

	Calls	
	Month	Year
Department	32	307

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center	30	143				
Quaker Farms	28	65	0		3	69
Riverside	20	73	5	67	6	57
	* from FireHouse					

Quaker Farms - AC Coy reported all up and running. E32 has a damaged compartment door from hitting the lolly column. It is functional but needs a new hinge and some other cosmetic work.

Riverside - AC Prajer reported all up and running. They did the service on the generator.

Oxford Center - All up and running per Chief Pelletier. They're working on the carburetor issue.

Equipment Testing - reviewed.

Follow up

1. Inactive FFs with Gear not returned - discussed.
2. Drivers Licenses - were reviewed.
3. SCBA Physicals past due - discussed.

COMMITTEE REPORTS:

2015-16 Budget

Approved Budget	\$372,421.00
Expended	\$45,123.88
Planned Expenditures	\$328,294.45
Remaining	(\$997.33)

Training - Keith Nelson not present

1. Propane Emergencies will be the drill this month.
2. Trick or Truck is the 31st
3. Aerial Ops will be held in November.

Computer Committee Everything is up and running.

Valley Fire Chiefs Regional Fire School - working at bringing the new treasurer up to speed. All the outstanding OFD invoices they sent have been paid except the FFII class currently under way. No update on the school or when it's going out to bid.

Membership

1. New Members - discussed.
2. Probationary Members were discussed. Zack Mercer was voted in as active at QF last night.
3. Firefighters missing minimum requirements were discussed.

Standard Operating Procedures - none

Policies - none

Keyless Entry System - waiting for names of members from each company to serve on the committee to review the proposal and ensure the door selections are correct.

UNFINISHED BUSINESS

1. Truck Committee – the new E51 is in service, waiting on several tools that need to be ordered. They will start updating the spec to match E42 & E51 for the next one. The inventory has been completed and reviewed and is entered in firehouse. The loose equipment list needs to be updated then it will be forwarded to the truck committee along with the inventory.
2. Driveway at Riverside - still no answer from the Board of Selectmen.
3. Facilities Capital Plan - need to get estimates for items on the list.
4. Driver Cross-Training - no report. Need two names from each firehouse for drivers for the crash truck.
5. Daytime FFI course - will end up being a night one starting the 3rd week of January.
6. Mutual Aid tanker drill – will be put off until spring.
7. Dry Hydrant – Anthony's Pond – no action. Chief Pelletier will discuss with the town.
8. Board of Fire Commissioners – nothing will transpire until after the election. AC Coy noted they received a letter from Nancy requesting they send an appointee to the Board of Fire Commissioners. Chief Pelletier advised that no action is to be taken with regards to the Fire Commission unless the request comes from Mr. Temple directly.
9. Old 51 – waiting to hear if the truck will be taken or not.
10. Broken Underground Tank - Chief Pelletier asked AC Coy provide him with information so he can get it taken care of.
11. Spec on the Boat - a committee to be formed.
12. Garden Homes was denied by P&Z.

NEW BUSINESS

1. Fire Prevention - a letter of thanks to be sent to Quaker Farms and Center thanking them for their participation. Chief Pelletier asked a note to be added to the calendar in July next year to start prepping for Fire Prevention Week.
2. Quaker Farms' Popcorn Ball Sunday is 12/13 with a snow date 12/20. 12/4 is QF's Christmas Party. They're also doing the tree lighting this year.
3. CID and monitoring - bid is in. Chief requests the Board approve \$21663.68 for the purchase of this item and the \$3336 remainder be approved as contingency. AC Coy made a motion AC Prajer seconded. All aye, motion carried.

AUDIENCE -

1. None

REMARKS FOR THE GOOD OF THE DEPARTMENT

Regarding the drill at Oxford Airport with Sikorsky - thank everyone for participating. Sikorsky and the pilots were very happy with us. Chief Pelletier hopes everyone takes at least one new thing away from the training.

The weather is changing and the leaves are beginning to fall - be aware of slippery conditions while driving and walking.

Thank everyone who responded to the attic fire.

ADJOURNMENT - AC Prajer moved to adjourn the meeting at 8:29 pm. Seconded by AC Coy Motion passed unanimously.

Respectfully submitted,
 Pending approval,

Beth A. Noll

Beth Noll, Secretary

15 OCT 22 AM 11:06
 TOWN OF OXFORD, CT
Margaret A. West
 TOWN CLERK