

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, February 11th, 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, Admin. Assistant Vic Noll, Captain Ed Belisnky.

MINUTES: The reading for the minutes of the January 14, 2015 meeting was waived because the minutes were mailed in advance. AC Prajer made a motion to approve, seconded by AC Coy.

CORRESPONDENCE:

Received

1. January Calls from Northwest
2. Company Reports - Center, Quaker Farms and Riverside
3. From Spectra Energy re: SPCC Plan for Oxford Compressor Station
4. 1/15/15 Agenda for Board of Selectmen regular meeting
5. 1/21/15 From Selectman re: town hall hours
6. 1/21/15 From American Heart Association re: Go Red day
7. 1/22/15 From Board of Selectmen re: special joint meeting
8. 1/22/15 From Selectmen's Office re: Capital Improvement Plan
9. 1/22/15 From Oxford Paint & Hardware re: new ownership
10. 1/29/15 Agenda for Board of Selectmen regular meeting
11. 2/3/15 Minutes from Special Meeting
12. 2/5/15 Copy of a letter from Board of Selectmen to Moving with HOPE re: CT Bike for HOPE event route
13. 2/5/15 Copy of a letter from Board of Selectmen to Chief Pelletier re: re-appointment as Chief of Chiefs
14. 2/5/15 From Oxford Historical Society re: 150th Cessation of the Civil War
15. 2/8/15 From CFC re: 2015 fire police
16. 2/5/15 Legal Notice for Town Meeting

Sent

1. Minutes for January meeting
2. Call for February meeting
3. Chiefs Meeting Package
4. PO 24244 for FFI
5. 1/22/15 Fax to Griffin re: Hep B

A VOLUNTEER DEPARTMENT PROUDLY SERVING ITS COMMUNITY

"SINCE 1940"

"An Equal Opportunity Employer"

6. 1/14/15 2015-003: to Board of Selectmen re: Chief of the Department
7. 1/14/15 2015-004: to Valley Fire Chiefs Training School re: OFD Rep
8. 1/14/15 2015-006: to Officers re: radio call signs
9. 1/29/15 2015-008: to Board of Selectmen re: Unplanned repairs on T53 & T43
10. 1/20/15 2015-009: to captains re: SCBA Physical 30 day notice
11. 1/29/15 2015-010: to Board of Selectmen re: unplanned repairs on E41
12. 1/29/15 2015-011: to Board of Selectmen re: unplanned repairs on T 46
13. 1/22/15 2015-012: to captains re: SCBA physicals due in March
14. 1/29/15 2015-013: to Board of Selectmen re: unplanned repairs on R44
15. 2/5/15 2015-014: to Board of Selectmen re: Capital Budget request 2015-16
16. 2/9/15 2015-015: to Board of Selectmen re: Capital Budget request 2015-16

CHIEF'S REPORTS:

Fire Department

	Calls	
	Month	Year
Department	40	40

	Calls		Drills/Training		Work Sessions	
	#	Man Hrs	#	Man Hrs	#	Man Hrs
Center						
Quaker Farms						
Riverside	29	363	3	35	4	37
	<i>* from FireHouse</i>					

Quaker Farms - All up and running.

Riverside - All up and running. AC Prajer asked if Chief Pelletier had gotten a response about the tank. All the patches in the driveway now have at least 1/4" gaps on all sides. Chief Pelletier will contact Galligan and see when he wants to put together a warranty letter.

Oxford Center - All up and running. Work on the generator for R44 has been completed.

Equipment Testing - equipment requiring testing was discussed.

Follow up

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

COMMITTEE REPORTS:

2014-15 Budget

Approved Budget	\$358,648.00
Expended	\$224,738.51
Planned Expenditures	\$138,834.11
Remaining	(\$4,924.62)

Training - Keith Nelson joined late.

1. He requested a letter from the Board of Chiefs sent to Tawny Swiski requesting return of her gear.
2. Parade Uniforms for Juniors were discussed.
3. This month's department drill is Solar Panels
4. Chief Pelletier reported they are looking at a daytime accelerated FFI course running during this summer to be hosted in town.

Computer Committee – up and running. Saturday the 14th the server will be down for relocation. iPads are in two of the three chief's cars. Should have the third one done this week.

Valley Fire Chiefs Regional Fire School - did not attend the last meeting. Chief Pelletier attended the instructor's meeting. The school is now held up in bonding. It should be approved at the next meeting.

Membership

1. New Members were discussed. 4 members at Riverside were voted to active members.
2. Probationary Members were discussed. AC Coy requested that the background checks be done before the member is voted in as probationary member. Chief Pelletier says to forward the applications in as soon as they are received and the background checks will be run.
3. Firefighters missing minimum requirements were discussed.

Standard Operating Procedures - none

Policies - none

Keyless Entry System - in the budget

UNFINISHED BUSINESS

1. Truck Committee - went over a few more issues that hadn't been changed on last review. Truck is waiting for production - final build should be in the middle of May
2. Driveway at Riverside - still creating a punch list for warranty issues. Chief Pelletier will get hold of Jim Gallagan and put together a punch list. AC Prajer noted that the manhole is catching the plow.
3. Facilities Capital Plan - final touches being put on. Should be ready for final review next meeting.
4. Driver Cross-Training - discussed at the department officer's meeting. For a trial basis, each company is to come up with one candidate for cross-training. 2nd Lieutenants will address this.

- 5. Daytime FFI course - to be hosted here in Oxford - two days a week (Tuesdays and Thursdays)
- 6. Mutual Aid tanker drill - needs to be scheduled.
- 7. Dry Hydrant - Anthony's Pond. Chief Pelletier will follow up with Pattonelle who offered to dig it up.
- 8. Flood Plan - was discussed. Maybe have someone respond and check the situation out before toning out for standby
- 9. Board of Fire Commissioners - waiting for answers from selectmen

NEW BUSINESS

- 1. Tax Abatement List 2014 - distributed and reviewed. 43 firefighters eligible based on call and drill attendance. AC Prajer made a motion to accept the list. AC Coy asked to review mutual aid as it may bring a few people up to the full abatement. AC Prajer amended his motion to remove the mutual aid calls from the list. AC Coy seconded. Since the mutual aid calls were removed from the count last year due to the fact that the response was limited, they will be removed this year as well. All aye. 26 mutual aid calls will be removed from the count.
- 2. FY2015-16 General Fund Budget - distributed and reviewed. AC Coy made a motion to accept and submit the budget as written. AC Prajer seconded. All aye. Motion carried.
- 3. Aquarion water as provided hydrant markers. All hydrants will be marked and Chief Pelletier will work on a way of putting them on tanks so they can be found in the snow.

AUDIENCE -

- 1. Ed Belinsky noted that he will provide specs for the stucco at Riverside from other towns for Chief Pelletier to review.
- 2. Ed Belinsky provided information about a chili cook off fund raiser for the Grange

REMARKS FOR THE GOOD OF THE DEPARTMENT

More wintry weather coming our way - dress and drive appropriately. Exercise caution while driving. Stay hydrated and rotate crews.

ADJOURNMENT - AC Coy moved to adjourn the meeting at 8:36 pm. Seconded by AC Prajer. Motion passed unanimously.

Respectfully submitted,
Pending approval,



Beth Noll, Secretary

15 FEB 18 AM 11:12
 TOWN CLERK
 Margaret A. West