



TOWN OF VERNON

P.O. Box 54
Vernon, CT 06066
www.vernonfire.com



STAFF MEETING MINUTES

May 4, 2015

Chiefs: Call, Eppler, Landry
Captains: Andresen, Lucas, Maguda, McKinney, Muniz, Robertson, Shepard, Solito, Tautic
Lieutenants: Schambach
Communications: Fisher
Fleet Mgmt: Robinson
Fire Police: Fluckiger
Chaplain: Colter
Special Members: Carpenter

RECEIVED
VERNON TOWN CLERK
15 MAY -6 AM 8:26

The meeting was called to order @ 19:07 by Chief, William Call. Motion was made/seconded (Solito/Fluckiger) to accept the minutes from the April 6, 2015 meeting.

TRAINING REPORT:

- Training Committee Report from 4/23/15 is attached. The next meeting is Thursday, May 21st.
- Operations and Training Report for May is attached.
- May Drill Schedule is attached.
- Impressive comments were received about the professionalism of our department members attending Emmetsburg.

ADMINISTRATION REPORT:

- Fire Dept. Picnic is being targeted for Sunday, 9/13. Please mark calendars. A/C Landry would like a representative from every company to help with set up/work/clean up. He would also like all companies to attend.

Thank you to all who attended/helped with the Comedy Show. Unofficial income was approx. \$3,000 and estimated 180 tickets sold.

MEMBERSHIP:

- **Return from Leave**
Chris Oliver

- **Resignation**
Kyle Botteron
Marsha Singletary

- **Termination**
Jay Karliner
Marty Weimann
Amanda Morrison
Josh Spagna
Tim Schnetzner

- **LOA**
Anthony Litwin (6 month work leave)
Richard Parrot (6 month personal leave, effective April.
Julie Karliner (medical leave)

- **Transfer**
Dan Morse from ET-341 to Tower-141.

HEALTH & SAFETY: No Report.

FIRE MARSHAL:

- Construction tour is being considered for Loom City Lofts.
- Talcottville Mill is receiving money for construction.
- Hartford Healthcare will be going into Adams @ Tri-City Plaza.
- Blockbuster building is planned for tear down and new businesses to be constructed.

EMD: No report.

COMMUNICATIONS:

- Station 441 problems with PA & radio system have been fixed. There are no tones available in the building; and would require approx. \$600 to accomplish. Jack was asked to send Chief Call an email requesting balance in the radio account. Captain Muniz strongly suggests lock up.

FLEET MGMT:

- E-441 no status available. James was asked to call DPW for update.
- Lettering for E-441 is being planned. Lettering on the chief's car is coming off.

TECHNOLOGY:

- PC/Monitor has been installed in Station 341 Lieutenant office.

CENTRAL SUPPLY/UNIFORMS:

- Placement of uniform hardware needs to be standardized & published.
- Old hardware must be turned in when the new items are received.
- There is a limited supply of uniform items, please see Dave Goric in Central Supply on Monday nights for replacements. There are larger & smaller coats/pants available if needed.
- Hash marks also need to be updated for many. Paul Jackson can come in for a bulk drop off.
- Battiston's has the best price for uniform cleaning.
- New patches have been ordered. Chief Call would like to modernize the patch. Captains please discuss with your members. Design ideas are open to everyone in the department.
- Chief Call desires everyone to have a Class C Uniform. Department issued uniforms will need to be turned in when you leave the department.
- A form needs to be created to show all department issued items; this document will require signature to confirm receipt and return.
- Inventory of gear is needed from everyone. The information was lost on the town server.

SCBA:

- Packs are ready for pick up for Capt. Tautic & Muniz. 15 new packs will be ordered with the new budget.
- Audit of all SCBA sheets from 2014 was completed (results attached). Inspections are being missed and air safety checks are not getting completed every week. This would be a huge issue with OSHA. Any with pressure under 90% should be taken off the apparatus. Sheets must have pack # and dates. Batteries - if the head's up is not working, take it out of service.

Chief Call stated effective immediately a call from SCBA should be made each month to notify if a company has not completed inspections. Pay is not an incentive to get this job completed which led to additional discussion.

The department needs to be standardized on Truck Checks & Air Checks. A schedule should be created by the Captains for assignment of completion of these tests. First offense, written warning; second 30 day suspension with progression of suspension length for continued shortfalls. Weight for these functions would be calculated on pay. Notification will be sent out ASAP by the Executive Board.

There are approx. 30 cylinders that need to go out of service.

- Captain Landry will assist with Fit Testing.
- Physicals NFPA requirement to be completed.

CHAPLAIN: No report.

OLD BUSINESS:

- Station 441 Repair List is need from Capt. Maguda.
- Dave Galley, Jack Fisher, Dick Bowman and Chris Hammick met with the Mayor & Jim Luddecke this morning to discuss LOSAP. They were receptive to the proposal. Items discussed were:
 - Increase in monthly rate from \$8 p/month to \$12.
 - Dropping from age 65 to 55 or 60.
 - Increasing the cap of 30 years to beyond 30.

Although not a quick fix, they will review the numbers and get back to us.

NEW BUSINESS:

- The Budget passed.
- Naming of Public Safety Complex. Discussion held about naming the PSC in honor of Marie Herbst. The fire dept. feeling is it remains unnamed at this point. It was suggested that the town could place a memorial in honor of Marie in front of the building on the opposite side of Chief Kelley. Suggestions are welcomed.
- Early Head Start Safety Fair – 5/27 – see attached. R-441 will attend.
- Memorial Day Flags – see attached. This should be a company activity to know who the deceased members are and where they are buried. Discussions should be held with retired members to capture this important information.
- Lock boxes should now be in all stations for member comments.
- “Reaching out to the community” class was held in Emmetsburg and attended by Capt. Muniz. He would like to do another Safety Day and get everyone involved. Captains, please discuss with your companies. Suggestions/ideas are needed. Please email info to Contact Capt. Muniz within the next couple of weeks. Chief Call suggested items such as free blood pressure checks, free car wash, trinkets, smoke/CO detectors. Targeted in the fall. Inserts in the tax bill may be included.
- Much appreciation was expressed from the Herbst family for our attendance at Marie’s services.

CORRESPONDENCE: None

UPCOMING EVENTS:

- ET-541 Annual Mother’s Day Flower Sales, May 8-10. Sales begin @ Prospect St. Firehouse on Friday afternoon – come early for best selection!
- Parade opportunities are attached – Collinsville on 5/13, Oxford on 5/30. Please let James Robinson know if interested in attending.

Motion was made/seconded (Eppler/Shepard) to adjourn the meeting at 21:10.

Respectfully submitted,



Diane Carpenter, Secretary



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Training Division Training Meeting Minutes ~ April 23, 2015

Open Meeting

Meeting started @ 18:59 with the following members in attendance:

ATTENDANCE RECORD ENTERED IN FIREHOUSE DATABASE

Exec.	A/C Eppler	ET-441	Lt. St John
ET-141	No Representation	R-441	Excused
R-141	Lt. Schambach	ET-541	Excused
T-141	Lt. Aerial	T-541	No Representation
ET-241	Lt. Averista	Fire Police	Lt. Konarski
ET-341	Capt. Tautic	Ambulance	No Representation
E-441	Eng. Robertson	Special	

The reading of the minutes from the March 19th meeting was waived.

Review of the March Drills

- Night Drills:

03/16/15 – BLS Protocols (all medically trained members), annual review of BLS protocols and a brief overview on the up and coming changes and equipment. Additional training will come later in the year.

3/16/15 – Search and Rescue (continued), drill covered items missed from last month, drill was a bit disorganized due to some last minute instructor changes but covered what it was intended to.

03/23/15 – Eversource Gas Safety Presentation, the drill was very informative, covering natural gas delivery and LNG transport.

- Junior Drill

Fire Behavior presented by ET-441, drill went well, covered fire behavior as well as some building construction.

- Day Drill

April (Sunday) Day Drill, aerial company operations, approximately 10 members participated, drill went well.

May/ Department Drills

- Night Drills:

05/18/15:

Life Star Safety Presentation, All Companies, 19:00 at the Rockville High School auditorium. Mutual Aid departments have also been invited.

Tuesday 05/26/15 (No drill Monday 5/25 due to Memorial Day):

Haz Mat Awareness Practical Refresher, All Companies, 19:00 at Station 141.

- Day Drills

May: Sunday drill is scheduled for Sunday, May 17, 10:00, meet at Station 441. Drill topic will be Engine Company Operations, all available members are welcome to attend.

- Junior Drill

5/4/15, Ventilation and Overhaul, presented by T-141.

Feedback From Staff Meeting / Executive Board / Standing Committees

- Staff Meeting Highlights – (Staff meeting notes were distributed via email), Officer Training was cancelled.
- Recruitment Committee / New Recruit Training – Next recruit class (introduction) has finished up, firefighter training is scheduled to start 5/13, classes will be held on Wednesday nights. Previous New Recruit Class still needs live burn once burn facilities are opened for the season (looking at CFA or Glastonbury).

Training Committee Issues

Old Business

- A/C Eppler and Lt. Schambach are still trying to coordinate a date for a confined space refresher for members who need it.
- The EMT Initial program is ongoing and progressing well.
- CT Fire Officers weekend was attended by 15 members, it went well and it is hopeful that the members attending will bring back what they learned and share it with their companies.
- The Training Committee is putting together a "bucket of drills" list in order to have a variety of drill topic to choose from at the monthly meeting. Members with drill suggestions should make sure they get to the Training Committee meeting through their company representative who attends the meeting.
- The Training Budget has been spent for fiscal year 2014/2015.
- Looking to get a few more engineers cross trained on ET-241 and ET-341 as these seem to be the mutual aid pieces most heavily relied on. Will also be setting up some training on S-341 with our mutual aid companies.
- Other Old Business – None

New Business

- Haz Mat Operations Refresher module 1 was assigned through Target Solutions. This is part 1 of a 4 part series.
- There may be some funding available for June School. An email will go out with information.
- Other New Business – None.

Close Meeting

The meeting was adjourned at 20:21. *The next scheduled Training Committee meeting is Thursday, May 21, 2015, 19:00 (pushed out one week) at the Public Safety Building. All companies need to be represented and all interested members are welcome.*



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Operations and Training Report for May, 2015

- The Training Committee met on April 23, 2015 at the Public Safety Building. Minutes from the meeting are attached. The April Training Committee meeting will be held on Thursday, May 21, 2015, 19:00 at the Public Safety Building.
- May Department training will be Life Star Safety and Hazardous Materials Awareness Refresher. The drill schedule is attached. Monday May 25 is Memorial Day, drill will be held on Tuesday, May 26 instead.
- Target Solutions assignment was generated for Hazmat Operations Refresher module 1. I am considering releasing all modules with staggered due dates so members can complete early if they want to..
- Connecticut Fire Officers weekend in Emmetsburg MD, was April 17-19, 2015 and attended by 15 members from the department. Members who attended will hopefully share what they learned with their companies.
- The in-house EMT Initial certification program continues. Positive feedback from the class in progress.
- The Sunday day drill held Sunday, April 12 was on Aerial Operations. The next drill is scheduled for Sunday, May 17, 10:00, meet at Station 441. Drill topic will be Engine Company Operations. All available members are welcome to attend. Any questions can be directed to Lt. Dave Williams (Tower 541).
- An email will go out looking for Engineers that would be interested in cross training and qualifying on ET-241 and ET-341. ET-241 is often called as a mutual aid tanker and ET-341 is often called for standby in Manchester.
- I have received no feedback as to any "Day Members" left in this department. Therefore all members in this department will be considered "night members" and need to meet the existing meeting and drill attendance requirements.
- The next New Recruit group will be starting firefighter training next week. This class will be held on Wednesday nights instead and will work on getting these members trained to the required State (ConnOSHA) standards in an efficient and safe manner. An email went out looking for members interested in helping with this class. Again, I would like to see Company officers assigning a "mentor" to these members once they receive them.
- I did receive a couple applications for June School, they have been processed.
- There may be an upcoming change in "annual qualification" for interior qualified firefighters process including identification of these members.
- July in the Sky planning will be starting soon. Companies may be rotated around again in the different areas covered.

Please contact me with any questions or clarifications,

A/C Eppler



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Training Division DEPARTMENT DRILLS FOR MAY, 2015

CAPTAIN'S, PLEASE POST THIS NOTICE

May Department Drills:

Monday, May 18th:

- Life Star Safety Program:

All companies, 19:00 at the Rockville High School auditorium.
Mutual Aid Departments have been invited.

Tuesday, May 26th (No Drill Monday May 25th due to Memorial Day):

- Haz Mat Awareness Practical Refresher

All companies (fire, fire police and Junior), 19:00 at Station 141.



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SCBA SHOP WEEKLY INSPECTION SHEET YEARLY AUDIT 2014

TO: TVFD Executive Board

FROM: TVFD SCBA Coordinator

Gentlemen,

The following is a detailed audit of the Weekly SCBA inspection sheets and Spare cylinder sheets for the year 2014.

ET-141

60

- Cylinder pressure's missing March, April,
- Check marks noted on June, July, Aug., Sept, Oct. forms
- 2 weeks missing in Aug. (inspections)
- No Jan. forms

6P

- Check marks June, July, Aug, sept, Oct.
- 2 weeks missing in Aug. (forms)

6A

- Jan missing a week (inspections)
- Feb. missing 2 week (inspections)
- March missing a week (inspections)
- April missing 3 week (inspections)
- Check marks noted June-Oct
- August missing 2 week (inspections)

1E

- No Feb. forms
- Check mark March, June- September
- August missing 2 weeks (inspections)

2D

- no Jan. forms
- Feb. no cylinder hydro date noted
- 3 week missing March (inspections)
- check mark April, June-Oct
- 2 weeks missing Aug. (inspections)

1D

- no January forms
- Feb. no cylinder hydro date noted

*Administrative
Department Letterhead*

- 3 week missing in march (inspection)
- check mark June – November
- 2 weeks missing in August (inspection)

1

- check marks November – December

2

- check marks November – December
- missing 2 weeks in December (inspection)

3,4,5

- check marks November – December

no spare cylinder inspection sheets

R-141

RIT

- all check marks noted
- not filled out completely

6Q, 6C, 1R, 1P, 1O, 1M

- All check marks noted
- Not filled out completely

Spare cylinder sheets not filled out completely.

- No 15 year exp.
- just checked for dates

T-141

Spare cylinder sheet filled out completely

RIT

- all check marks
- missing two weeks in February (inspections)
- missing a week in June (inspection)

6F

- all check marks
- missing two weeks in February (inspections)
- missing a week in June (inspections)
- missing January (inspections)

6E

- all check marks
- missing two weeks in February (inspection)
- missing week in June (inspections)
- missing January (inspection)

1K

- all check marks

*Administrative
Department Letterhead*

- missing two weeks in February (inspection)
- missing week in June (inspections)
- missing January (inspections)

1H

- all check marks
- missing two weeks in February (inspections)
- missing week in June (inspections)
- missing January (inspections)

1I

- all check marks
- missing two weeks in February (inspections)
- missing week in June (inspections)
- missing January (inspections)

1G

- all check marks
- missing two weeks in February (inspections)
- missing week in June (inspections)
- missing January (inspections)

ET241

No spare cylinder sheets

2E

- missing April - May
- only 2 weeks done in July
- week missing in August

4K

- check marks January and February
- missing a week in March
- missing cylinder manufacture date

6B

- missing two weeks in October
- missing a week in August, Sept. and April, May
- check marks in February

6S

- Missing two weeks in January

2C

- Missing a week in Feb, April, May, July, and Sept.
- check marks in February

3N

- Missing two weeks in Feb, May, and Sept.
- two different mays and different numbers

2B

- Missing January, February, April, May

2A

*Administrative
Department Letterhead*

- missing January April May
- How do they have no bottle?

6N

- Missing week in May, Aug, Sept, and Oct.

A lot of sheets with no pack number

ET-341

Spare cylinder sheets

- Use own sheets - no information??
- 2 week of March (inspections)
- 1 week of April (inspections)
- Rest missing? May-Dec.

6T

- missing March, May, June
- Jan. check marks
- only 2 week April
- "full" as cylinder pressure
- If pack is being used at fire school it still needs to be inspected with documentation

4FF

- given to for 3N in Oct. then missing after live burn

6G

- May, June missing
- only 2 week April
- Jan check mark, full for cylinder pressure
- July use full for cylinder pressure
- Oct. check mark
- Nov. yes
- 1 week missing Dec

30

- no March, May, June
- Info missing Jan.
- Check mark Jan.
- July used full
- Check mark Oct.
- Yes Nov. and Dec.
- 1 week missing Dec.

3N

- OOS all year

3M

- Info missing Jan.
- 1 week missing March, April
- full (term) used in March, July
- May, June missing

*Administrative
Department Letterhead*

- Check mark Oct.
- yes Nov. and Dec
- 1 week missing Dec

3C

- Info missing Jan.
- Check mark Jan.
- Full Jan.
- Week missing March, April
- Full April, July
- missing May, June
- Check mark Oct.
- Nov., Dec yes
- 1 week missing Dec.

ET-441

6V

- Cylinder hydro due date 'N/A'
- Only 2 weeks in Jan.

6I

- May, July instead of okay used yes

4D

4C

- No air filled at 2500 Jan. (all cylinders need to be filled to 4500psi, 10% less allowed)
- Dec. only 2 weeks

4B

- July all no but not taken OOS? (if any items are noted as no place OOS)

4A

- Only one week in Jan.
- May no manufacture date on cylinder
- Sept, Dec use yes not okay

Spare cylinder sheet

- no Jan-March
- April checked only 2
- July missing a week
- sept missing 2 week
- Nov./Dec on a sheet not given by scba shop

E-441

Spare

- no Jan-May, July, Aug., Dec
- 2 weeks missing June, sept,

6H

*Administrative
Department Letterhead*

- 1 week missing Jan, march, April
- 3100 psi not filled
- no Feb., July
- Oct. check marks
- 2 weeks missing Nov., Dec

4W

- 1 week missing Jan, Feb, July, Sept, Nov., Dec
- info missing July
- 2 week missing Aug.
- good used Oct. no check mark

4X

- 1 week missing Jan, Feb., July, sept
- 3000 psi no refill?
- 2 weeks missing August (inspections)
- Oct-Dec check mark with yes /okay

4Y

- 1 week missing Jan, Feb., sept
- Cylinder pressure 2400 no refill?
- good okay used July, Oct., July, Dec
- 2 week missing Aug.

4Z

- 1 week missing Jan, April, Sept

T-541

Spare cylinder

- cylinder pressure not date

Cascade System

- 9/10 to 12/31 missing

6L

- June, Aug-Nov missing
- 2500 as a final pressure

4CC

- march, April, sept-Nov. missing
- only done 1 time in January

4P

- January, April, June, sept-Nov. missing

4Q

- April, June, Sep-Nov missing
- wrote full for cylinder pressure

40

- multiple months on one sheet

6K

- multiple months on one sheet
- April-July on one sheet

*Administrative
Department Letterhead*

1N

- January-March on one sheet
- May-July on one sheet
- no cylinder pressure noted
- Missing sept-Nov.

R-441

No spare cylinder sheets

RIT

- missing a week in January(inspections)
- missing 2 weeks in march

1A

- 1 week in April
- no May
- 1 week in august

4H

- 1 week in Feb., Aug., September
- what is (the term) good
- no May

6R

- 1 week in April, Nov.
- no May

6V

- 1 week Feb., April, May, Aug., Nov.

6J

- What is p? (used in place of OK)
- 1 week May, Aug., Nov.

4EE

- What is p? (used in place of OK)
- 1 week March, Aug.
- no May

ET-541

Spare cylinder

- missing February (inspections)
- December used check mark (dates not used)

5B

- January missing(inspections)

4M

- January missing(inspections)

5D

- August not filled out completely

1F

*Administrative
Department Letterhead*

- April not filled out
- ET-5 #1, 2,3,4,5
- all check marks used

As you can see attention to detail is an issue when completing the forms. Detailed instructions are on the forms for all to read. Also there are too many instances of forms not being completed on a weekly basis; this would be a red flag issue if Conn OSHA or NIOSH ever had to come to town.

Respectfully submitted,
Captain Scott Shepard

From: CVanTasel@echn.org
To: wcall@vernon-ct.gov
Sent: 4/6/2015 11:48:11 A.M. Eastern Daylight Time
Subj: Early Head Start Safety Fair - May 27th

Good Morning Chief Call,

I work for the ECHN Early Head Start program which serves low income children birth to age three, pregnant women, and their families residing in Manchester or Vernon. I am in the process of planning a health and safety fair for our families on Wednesday, May 27th, at our office location, 57 Hartford Turnpike, Vernon and was really hoping to have some representation from the Fire Department to create that safe relationship with the children we serve. Back in October for fire safety month we did a parent group at the Fire Department in Manchester and the children who attended got such a kick out of sitting in the truck and seeing the men in their uniform. I was hoping to hopefully have the fire truck visual there and maybe one or two of your staff present if possible, safety handouts if you have them, or any other ideas you may have. Our children are typically under 3, but some preschool aged siblings attend our events as well. The event is blocked from 10-2, I am not sure what your commitment could be timewise, but we will take whatever you are willing to give!

Thank you in advance for your help!

- Caitlin Van Tasel

Caitlin Van Tasel
Parent Engagement Specialist
ECHN Early Head Start
Phone: [860-432-5278](tel:860-432-5278) x 128
Fax: [860-432-5470](tel:860-432-5470)

To: Company Captains & Exec. Board

From: Dick Bowman Chairman –Good & Welfare Committee

Re: Memorial Day Flags

April 27, 2015

Memorial Day is fast approaching. It is earlier than usual- Mon. May 25.

If your company plans to place flags at the graves of your deceased members please do the following:

I need a count for your company and the name of the members by Monday May 11. Please let me know how to get the flags to you or a member of your company.

Remember it is a company responsibility to place the flags by Memorial Day. I suggest that you appoint a member of your company to start keeping a year to year record to make this task easier.



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DON WESTCOTT FLEET MANGER
JAMESROBINSON ASST FLEET MANGER

Fleet Phone (860)371-5682
Asst Fleet Phone # (860)268-6045

CONLLINSVILLE VOLUNTEER FIRE DEPT

We are pleased to announce another year of our firemen's parade. This year's jamboree will be held May 13th-16th 2015, with our fireworks show being held on Friday May 15th with a rain date of Saturday May 16th. The parade will be held Saturday 16th with line-up by 1730pm and step off at 1800pm sharp. Staging for Apparatus are marcher will be held at the Canton High School.

PLEASE NOTE THAT ALCOHOLIC BEVERGES ARE PROHIBITED ON HIGH SCHOOL GROUNDS.

The parade will begin at the intersection of Dyer Ave and Simonds Ave, continuing down Simonds Ave onto River Rd (Rte 179) & Rte 202 and ending on the Jamboree grounds.

PS: THE CONNECTICUT PARADE MARSHALS ASSOCIATION WILL CONDUCT THE JUDGING.





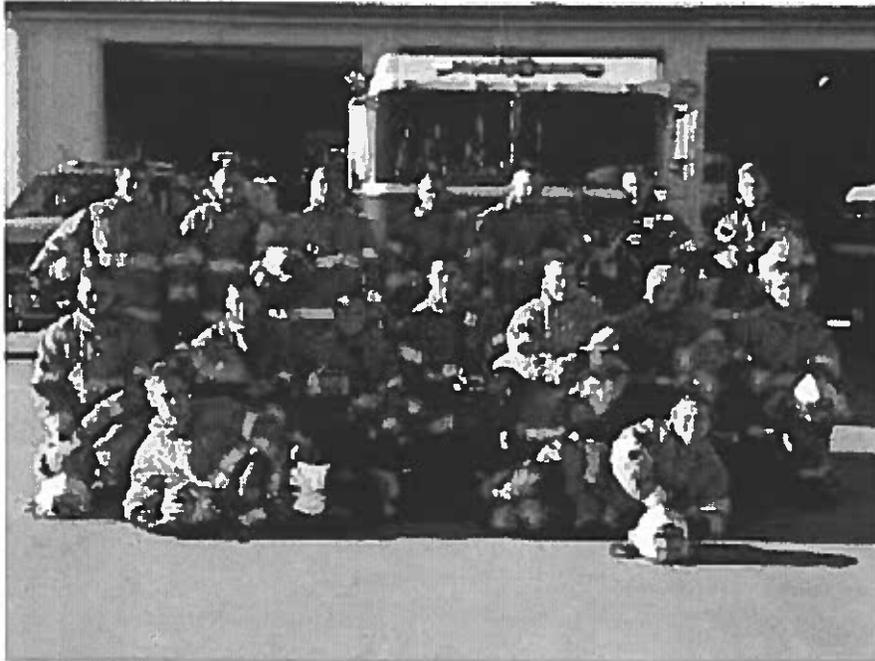
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*DON WESTCOTT FLEET MANGER
JAMESROBINSON ASST FLEET MANGER*

*Fleet Phone (860)371-5682
Asst Fleet Phone # (860)268-6045*



Thanks again,
From the office of Fleet management.
{On behalf of the executive board.}



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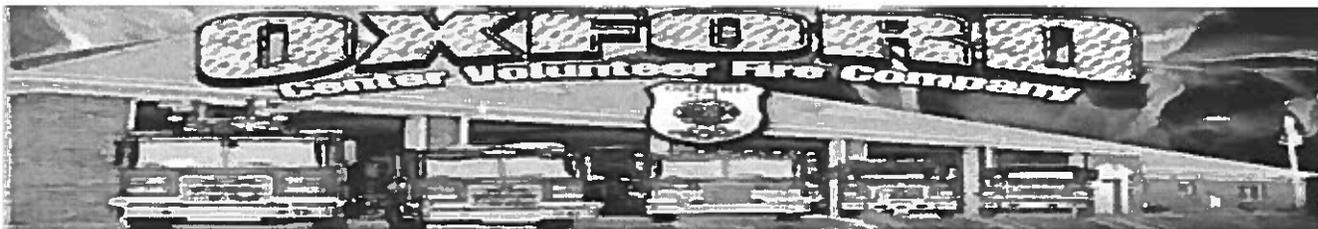


*DON WESTCOTT FLEET MANGER
JAMESROBINSON ASST FLEET MANGER*

*Fleet Phone (860)371-5682
Asst Fleet Phone # (860)268-6045*

OXFORD CENTER

The officers and members of the Oxfröd Center Fire company would like to invite You to participate in our 75th anniversary parade to take place on Mayt 30th,2015. The parade will step off at 1700 starting at the Pleasant Valley Professional Plaza Located at 35 old State rd 67 (directly off Rt67), and follow directly up Rt 67 Past the fire house, and ending at the oxford town hall.



Come and have some fun..Show oxford how much pride we have.

OXFORD CENTER FIRE HOUSE

CAR SHOW
JULY 27th 2013 3PM-8PM
RAIN DATE JULY 28 2013

50/50 RAFFLE **SWEET 20 TROPHIES** **GOODY BAGS TO FLEET**
DOG PRIZES **100 GALS**

PRE REGISTRATION \$15.00 W/FOOD TICKET
REG. AT SHOW \$15.00 W/FOOD TICKET

FOOD. D.J. TIM & FUN!!!

ANTIQUE FIRE APPARATUS CLASS
FOR INFO CALL 203-881-1411
OXFORD CENTER FIRE HOUSE 484 OXFORD RD OXFORD, CT



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P.O. Box 54
Vernon, CT 06066
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*DON WESTCOTT FLEET MANGER
JAMESROBINSON ASST FLEET MANGER*

*Fleet Phone (860)371-5682
Asst Fleet Phone # (860)268-6045*

So we need to show what brotherhood stand for.



Thanks again,
From the office of Fleet management.
{On behalf of the executive board.}
