EAST GLENVILLE FIRE DISTRICT #3
COMMISSIONER'S MEETING
May 19, 2008

Present: Commissioner Albert Martin
Commissioner Suzanne Pohl
Commissioner Gerald Cullen
Commissioner Alexander Chlopecki
Commissioner Dave Mitchell
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
Firefighter Jack Erckman
Life Member Paul Stuart

The meeting was called to order by the chairwoman of the Board Suzanne Pohl at 7:30 p.m.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to accept the minutes of the April 21, 2008 Board meeting.

Chief's report: see attached

President's report:

John Zampella was sworn in as a member of East Glenville Fire Company at the monthly meeting on May 12, 2008.

Station Manager: see attached

Three quotes have been received for sealcoating and striping of the fire station parking lot. They are as follows:

T.L.T. Sealcoating and Striping Services, LLC 2710 Curry Road Schenectady, New York 12303	$3,400.00
Smith's Seal Coating 679 Burden Avenue Troy, New York 12180	$5,500.00
DL Superseal 1512 Scotch Church Road Pattersonville, New York 12137	$6,000.00

A quote has been received for servicing the front lawn, sides and shrubs from TruGreen Lawn Care in the amount of $746.36.

Commisioner Cullen stated that he has been in contact with attorney Young's office in regard with the CD Landscape Maintenance claim. A deposition was taken on May 8, 2008 and a copy was forwarded to Commissioner Cullen for his review. Information regarding the precipitation during the winter months was obtained and sent to William Young's office.

Correspondence:

A bill was received from Palmer Press for printing of 1,000 firematic activity sheets.

A letter was received from the Scotia Glenville Pipe Band requesting the use of the pavilion area on Wednesday evenings from July 2 through August 27, 2008 from 6:00 p.m. to 9:00 p.m. for rehearsals. A copy of their insurance certificate was included.

A letter was received from the New York State Department of Motor Vehicles informing the district that East Glenville District #3 has been accepted for the Lens program.

A letter was received from the Spataro Insurance Agency, Inc. informing the district of the services that are offered by their company.

There will be a FCC seminar at Thomas Corners fire station on Monday, June 2, 2008.

Committee Reports

Building and Grounds

Some of the equipment for the installation of the new security system has been delivered. Commissioner Cullen will call Linstar, Inc. to see if all equipment is in and obtain an installation date.

Commissioner Mitchell will check into the purchase of a new computer for the security system.

Equipment

The lights and siren have been installed in the new 234. The radios have not arrived yet and therefore have not been installed.

Finance and Budget

A preliminary meeting for the 2009 budget will be held on Thursday, June 5, 2008 at 7 p.m. at the fire station.

Legal and Insurance

Beneficiary forms have been placed in each of the firefighter lockers to be completed and returned to the district secretary.

Medical

Firefighter Edward Grzebien has been cleared by Dr. Buff for service.

Bert Parker and David Parker have not had their physical with Dr. Buff. Commissioner Martin will contact Chief Briscoe to discuss putting them on the inactive list.

Personnel

The district secretary will give a copy of the Employee Personnel Manual to each of the employees of the district and will also put a copy in the policy books.

Policy

The Drill Policy will be submitted to the Board once the definition of minimum drill requirements is finalized.

Use of Station: no report

Apparatus: no report

Unfinished Business

At the Executive Board meeting held on April 21, 2008, the Board approved to send the three chiefs to the Fire-Rescue International Conference in Denver, Colorado August 13 though August 17, 2008. The expenses incurred during this trip should fall within the East Glenville Fire District Travel Policy.

East Glenville has received a $10,000 grant from Jim Tedesco and a $15,000 grant from Hugh Farley to purchase Personal Protective clothing. Chief Briscoe is waiting for more information as to how we use the grant.

The Board of Commissioners will meet at the fire station on Tuesday, May 20, 2008 to review the suspension of firefighter Leslie Greenough.

New Business

Commissioner Pohl reported that she had received an email from Tony Chirico who would like to donate a pair of Japanese maples to be planted on the fire house grounds in remembrance of 911 Firefighter Day.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to accept the donation of the pair of Japanese maples. Arnold Briscoe will be informed of the donation and will be consulted as to where the trees can be planted.

Commissioner Cullen and Commissioner Pohl will research the phrase "a member in good standing" to be incorporated into the policies of the district.

A motion was made by Commissioner Martin, seconded by Commissioner Chlopecki and unanimously passed to surplus 234 not to include the tool box or radio.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Mitchell and unanimously passed to go out to bid and sell 234 to the highest bidder. A legal notice will be written by Arnold Briscoe stating that the sealed bids will be received at the fire station no later than June 16, 2008 at 7:30 p.m. at which time they will be read at the Board of Commissioner meeting.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve the purchase of lunch and dinner cost reimbursement for approximately fifteen (15) personnel on June 13, 2008 during the NYS Association of Fire Chiefs Conference at Lake George, New York and to comply with the Travel Policy of East Glenville Fire District #3.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to accept the bid from T.L.T. Sealcoating and Striping Services, LLC of 2710 Curry Road, Schenectady, New York in the amount of $3,400.00 for the sealcoating and striping of the parking lot at the fire station.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to allow the Scotia Glenville Pipe Band to use the pavilion area at the back of the station for practice on Wednesday evenings from July 2, 2008 through August 27, 2008 from 6:00 p.m. to 9:00 p.m.

A motion for resolution was made by Commissioner Martin, seconded by Commissioner Mitchell and unanimously passed to accept Abstract #5, dated May 19, 2009 for item #147 through #178 with the exception of #163 to Fire Apparatus Unlimited for emergency light package U234 in the amount of $7,634.25 to be changed to $7,545.25 for a total abstract amount of $16,85l.84.

The Building Reserve expenditure, BR-2 to Linstar, Inc. for security system equipment in the amount of $10,668.56 will be held upon verification as to whether all the equipment has been received.

Treasurer's report: see attached

The bank reconciliation statements for the month of April were available for the Board of Commissioners to approve.

Commissioner Pohl expressed her appreciation for the time card information to be included in the monthly report.

A motion was made by Commissioner Martin, seconded by Commissioner Chlopecki and unanimously passed to accept the treasurer's report.

A motion was made by Commissioner Martin, seconded by Commissioner Chlopecki and unanimously passed to adjourn to executive session at 9:00 p.m. for the purpose of discussing the review of firefighter Leslie Greenough's suspension to be held on Tuesday, May 20, 2008.

Respectfully submitted,

Elaine Erckman
District Secretary