

EAST GLENVILLE FIRE DISTRICT #3
COMMISSIONER'S MEETING
August 18, 2008

Present: Commissioner Albert Martin
Commissioner Suzanne Pohl
Commissioner Gerald Cullen
Commissioner Alexander Chlopecki
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
1st Assistant Chief Scott Pike
2nd Assistant Chief John Saupp
Lieutenant Jim Jones
Lieutenant Ross Thornhill
Firefighter Dave Costello
Firefighter Robert Berrian
Firefighter Jack Erckman

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 Martin, seconded by Commissioner Cullen and unanimously passed to accept the amended minutes of the July 21, 2008 Board meeting.

Chief's report: (given by 1st Assistant Chief Scott Pike)

Chief Pike reported that we have some members who do not have working pagers. The district recently purchased and received eleven (11) Minitor 5 pagers. The pagers were not programmed at the factory. An attempt was made to program the pagers, but there is a banding problem. The station manager will return these pagers to the factory to be programmed.

President's report: no report

Richard Carr requested that the district purchase a Class A uniform for firefighter Bob O'Neill at a cost of \$353.99 to be purchased from Rosen's Uniform in Albany, NY. In addition he requested a chief's hat for firefighter Earl Crossway at a cost of \$39.50.

Station manager report: no report

There was a great deal of hose found to be defective at the hose test which was conducted by Waterway of Ballston Lake. A request to purchase hose will be presented to the Board at the September Board meeting.

Correspondence

Treasurer Jeffrey Prescott reported that he had received ten copies of the district's audited financial statements. There were no changes to the audit. The copies will be disbursed as follows: a copy to the state comptroller's office, a copy to the town clerk, a copy to the district secretary, a copy to each commissioner and a copy to be available at the fire station for viewing by the public in accordance with the Freedom of Information Law.

Secretary Elaine Erckman reported that she had received the registration forms from the Association of Fire Districts for the 37th Annual Workshop Training Program for Fire District Officers to be held at the Nevele Grande Hotel in Ellenville, New York on November 6 through November 9, 2008.

A letter was received from William Young, Jr. stating that he had reviewed the Board meeting minutes from the July 21, 2008 meeting.

At the July 21, 2008 Board meeting a request was received from Les Greenough for a copy of the original charges in regard to his recent suspension. A letter was received from the district's attorney stating that a copy of this letter containing these charges could be provided to Les Greenough. A copy of the letter including these charges was sent to Mr. Greenough on August 14, 2008.

A letter was received from the State of New York Department of State Committee on Open Government in regards to how to handle communications which have arisen during the recent events in enforcing the district's Harassment Policy.

A letter was received from Community Human Services requesting the district to place an announcement on the message board in front of the fire station in regards to their upcoming craft fair at the Burnt Hills-Ballston Lake High School Sunday, October 19th from 10 a.m.– 4 p.m.

A letter was received from Mang Insurance Agency stating effective August 15, 2008 that one 2008 E-ONE pumper was added to the ESIP commercial auto and inland marine insurance policy held by the district valued at \$337,833. This amount will be adjusted in the future to reflect the total value of the pumper.

At the recent fire company meeting held on August 11, 2008, the fire company agreed to purchase Class C uniforms for all the members. This uniform would consist of a polo shirt at a cost of \$32.00, pants at a cost of \$22.00 and boots at a cost of \$52.50 for a total cost of \$106.50 for each uniform. These uniforms will be used for school safety programs, open house and any other community service events. The company would like to know if the Board of Commissioners would be interested in sharing the cost of these uniforms.

Ross Thornhill asked the Board of Commissioners if they would like to submit a photo for the Fund Drive brochure. The Fund Drive will be held on Sunday, September 28, 2008.

Committee Reports

Building and Grounds

The software for the new security system has been installed. There is still a part missing for one of the doors.

Commissioner Cullen stated that he has had contact from the State Supreme Court in regards to dismissing the legal action of CD Landscape against the district.

Specifications for the drainage repairs for the fire station have been presented to the station manager. The district needs to acquire three quotes from contractors to meet the requirements of the district's procurement policy.

The markers for the drainage pits need to be installed.

Computers

An inventory of computers and software was presented to the Board. The list needs to be updated to include the new computer in the district office. None of the installation disks, recovery disks, nor software re-installation disks that accompanied the purchase of the computers are available at the firehouse.

Finance and Budget

A meeting for the preparation of the budget for 2009 was held on Wednesday, August 13, 2008. It was stated that the Board has projected an increase of \$1.40 per house valued at \$150,000. Another meeting will be scheduled after Labor Day.

Legal and Insurance

At the July 21st Board meeting a question came up in regards to the number of years a member could participate in the LOSAP program. Mang Insurance Agency was contacted and it was found to be a typing error in a document that was presented during the audit. An amendment to the policy has been signed and presented to Mang Insurance to correct this error. The maximum number of years a person can participate in the LOSAP program is forty (40) years.

Personnel: no report

Use of Station

The state fire instructors have requested the use of the station to work on their fall schedule on Tuesday, August 19, 2008 at 6:30 p.m.

Equipment

The new 235 should be delivered this week.

The old 235 needs to be declared surplus and put up for sale. The Board would like to advertise the truck in a magazine that takes a commission upon the sale of the truck. There is a question as to whether or not the district needs to go out for permissive referendum. Treasurer Jeffrey Prescott will contact the district's attorney William Young to see how the district should handle the sale of the truck and whether or not we need to go out for permissive referendum.

Policies

East Glenville Company passed an alcohol policy on July 14, 2008 which states there is to be no alcohol on the premises at any time.

East Glenville Fire District #3 Board of Commissioners suggests adopting an alcohol policy amendment wherein alcoholic beverages are not permitted to be consumed on district property effective August 18, 2008. Penalties for violation could result in suspension from duty or removal from the fire company.

Unfinished Business

A motion was made by Commissioner Cullen, seconded by Commissioner Martin and unanimously passed to adopt the Alcohol Policy Amendment effective August 18, 2008.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to put the old 235 up for sale.

A motion was made by Commissioner Martin, seconded by Commissioner Chlopecki and unanimously passed to advertise the old 235 for sale in magazines that sell equipment for a commission.

A motion for resolution was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to go out for permissive referendum if necessary to sell the old 235.

A motion for resolution for permissive referendum was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed that expenditure be made from the Equipment Reserve Fund for the purchase of twenty-five Minator V pagers with charger and battery in an amount not to exceed \$10,000.

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to purchase a cable that will allow the pagers to be programmed on the computer to be taken from A310.425 Radio Maintenance.

The Board of Commissioners decided not to make a commitment to the fire company in regards to sharing the cost of Class C uniforms for the firefighters until the end of the budget year.

New Business

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to purchase an optical mouse for the district computer to be taken from A3410.461 Computer.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Martin and unanimously passed to allow the use of the station by the state fire instructors on Tuesday, August 19, 2008 at 6:30 p.m.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Martin and unanimously passed to purchase a Class A uniform for firefighter Bob O'Neill at a cost of \$353.99 to be taken from A3410.462 Dress Uniforms.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Martin and unanimously passed to purchase a chief hat for firefighter Earl Crossway at a cost of \$39.50 to be taken from A3410.462 Dress Uniforms.

It was the decision of the Board to post an announcement a week before the event on the board in front of the fire station for the craft fair to be held by Community Human Services on October 19, 2008. A letter will be sent to them informing them of this decision.

A motion for resolution was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to pay Abstract #8 dated August 18, 2008 for item #250 through item #277 for a total of \$8,034.37, Apparatus Reserve Abstract #8 check #449 and #450 in the amount of \$339,259.27. The final payment from the Building Reserve to Linstar, Inc. for the security system in the amount of \$14,145.40 was rejected until the system is complete.

Treasurer Jeffrey Prescott stated he has two bills which needs to be paid. One is from Motorola for two mobile radios, one for 234 and one for 235 which is due September 11, 2008 in the amount of \$1,275.00.

The other bill is for postage for a certified letter in the amount of \$10.53.

A motion was made by Commissioner Cullen, seconded by Commissioner Martin and unanimously passed to pay Motorola for two mobile radios in the amount of \$1,275.00; \$637.50 will be taken from Apparatus Reserve and \$637.50 will be taken from A3410.206 Radios/Alarm and reimburse Commissioner Pohl for postage for a certified letter in the amount of \$10.53 to be taken from A3410.464.

Commissioner Pohl has requested that the Board meet in executive session to discuss a question with payroll.

Treasurer Report

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

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to adjourn to executive session for the purpose of discussing payroll at 9:40 p.m.

Respectfully submitted,

Elaine Erckman
District Secretary

