

EAST GLENVILLE FIRE DISTRICT #3
COMMISSIONER'S MEETING
October 27, 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 John Saupp
President Kevin Kea
Lt. Jim Jones
Firefighter Jack Erckman
Life Member Les Greenough

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 Martin and passed to accept the amended minutes from the September 15, 2008 meeting. It must be noted that Commissioner Martin would have abstained as he did not attend the meeting, but approved the minutes as Commissioner Mitchell was absent from this meeting and a majority vote was needed. Commissioner Chlopecki abstained as he did not attend the September 15, 2008 board meeting. Commissioner Pohl voted in the affirmative.

A motion was made by Commissioner Cullen, seconded by Commissioner Martin and passed to accept the minutes from the Executive Session held on September 15, 2008. It must be noted that Commissioner Martin would have abstained as he did not attend the meeting, but approved the minutes as Commissioner Mitchell was absent from this meeting and a majority vote was needed. Commissioner Chlopecki abstained as he did not attend the September 15, 2008 Executive Session. Commissioner Pohl voted in the affirmative.

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to amend the minutes from the September 4, 2008 Special Commissioner Meeting to reflect the change of the purchase of the equipment for the new 235 to be taken from the Apparatus Reserve Fund.

A motion was made by Commissioner Cullen, seconded by Commissioner Martin and passed to accept the minutes from the Public Hearing for the 2009 Budget which was held on October 21, 2008. It must be noted that Commissioner Martin would have abstained as he did not attend the hearing, but approved the minutes as Commissioner Mitchell was absent from this meeting and a majority vote was needed. Commissioner Chlopecki abstained as he did not attend the October 21, 2008 Budget Hearing. Commissioner Pohl voted in the affirmative.

Chief's report: see attached

A referendum to purchase twenty-five (25) Minator V pagers with charger and battery in the amount not to exceed \$10,000 was passed at the August 2008 board meeting.

Assistant Chief Saupp and Chief Pike would like to order the pagers in the near future. They will get together with Jeffrey Prescott, who is compiling the inventory of pagers, and decide what they need to order.

Commissioner Pohl acknowledged Les Greenough as a guest and asked if he had any comments. Les Greenough presented some questions he had in regards to his earlier suspension from the fire department.

Station manager report: see attached

Correspondence

A letter was received from the Spataro Insurance Agency, Inc. regarding the changing of our customer service representative.

A notice was received from Fred Pryor Seminars informing us of an upcoming Employment Law 2009 seminar that will take place in Albany, New York on December 2, 2008.

A letter was received from Collision Alternatives Training Services offering defensive driving seminars to members of the fire department.

A letter was received from the district's attorney William Young informing us that he had reviewed the minutes of the September 15, 2008 Board meeting.

A copy of the resignation letter from Arnold Briscoe as Chief Officer of the East Glenville Fire Department, effective September 19, 2008, was received by Commissioner Pohl.

A packet was received from the State of New York, Executive Division, Department of Human Rights regarding Leslie Greenough. Leslie had gone to them claiming that she had been discriminated against because of her sex in regard to her six month suspension from the fire department. Commissioner Pohl contacted the district's attorney William Young and was instructed to verify past incidents and the rulings that were rendered in each case. The district secretary also had to send to William Young a copy of the decision of the Special Commissioners meeting which was held on December 4, 2007 in regard to the allegations that were brought against Leslie Greenough. This information needed to be sent to William Young as it was requested to be returned to the State of New York by October 29, 2008.

Commissioner Pohl stated that she had sent correspondence to Rich Carr of the Fly Creek Fire Department regarding the sale of the old 235.

Committee Reports

Buildings and Grounds

The salt spreader has been fitted on the new 234 and salt has been ordered. The details of the snow plowing time need to be confirmed.

Commissioner Cullen stated that we need to replace two different style storage cabinets. A quote has been received from Tennsco Storage Cabinets; one at a cost of \$279.00 plus shipping and one for \$319.00 plus shipping.

The station manager received information through state contract from Grainger for the purchase of a dehumidifier for the board room to try and control the mold problem. Commissioner Cullen recommended that the board until next spring and then purchase a dehumidifier from a local supplier.

There has been a problem with the garage doors in the apparatus room. Door #3 has presumably been repaired and parts have been ordered for Door #2. On two occasions these particular doors did operate correctly and would not close. Commissioner Pohl stated that she instructed Jack Erckman to make sure he put in for his time as he had to stay at the station until the door was repaired.

We have received a two year contract from Tru Green for the year 2009 and 2010 for a cost of \$651.78 per year.

Commissioner Cullen obtained quotes for the locks at the fire station from Peter Wolfe on lower Erie Blvd and Stanley Wolfe on Erie Blvd.

The quote of October 20, 2008 from Peter Wolfe included the rekey three cylinders and delete use of key on the remaining cylinders for approximately \$329.00. He included in his quote the rekey of seven cylinders and delete use of key on the remaining cylinders for approximately \$429.00.

The quote was received from Stanley Wolfe rekey three cylinders and fifteen keys for \$478.00. The remaining cylinders would be plugged for a total of \$150.00.

Jack Erckman stated that a previous price to rekey all the cylinders was approximately \$700. Jack expressed concerns as to what would happen if the computer which controls the system goes down and can not be fixed for a long period of time. The keys would afford us the opportunity to still gain access to the building and rooms.

It was the decision of the Board to look into this situation further before doing anything and to table this until the November Board meeting.

Equipment

The sale of the old 235 will be approved and the ad which has been running to sell the truck can be cancelled.

Finance and Budget

The public hearing for the 2009 Budget was held on Tuesday, October 21, 2008 at 7:00 p.m. at the fire station. Leonard Prevost was the only representative of the public present at the hearing. Leonard asked the Board of Fire Commissioners not to increase the fire district taxes for the coming year. He stated that the County of Schenectady and the Town of Glenville will be passing along a tax increase this coming year and suggested that it would be good for the fire district if the Board of Commissioners could make concessions in the budget to not raise taxes.

As a result of Leonard Prevost's comments, District Treasurer Jeffrey Prescott provided the Board of Fire Commissioners with some alternatives to have a 0 dollar tax increase.

One alternative would be to increase the carryover.

The second alternative would be to reduce two accounts. One would be to reduce protective equipment by \$5,000, prior to having any knowledge of the district receiving the \$70,000 grant from the state, reduce Commissioner Conventions by \$7,000 and increase the carry over by \$3,688. We have already approved \$4,500 for protective equipment this year which has not yet been spent and we also have \$8,000 already approved to come out of the Equipment Reserve Fund to purchase personal protective equipment. The other account which could be reduced is \$14,000 for commissioner conventions.

The third alternative is the budget as was originally presented and has been approved with the tax increase.

Commissioner Pohl on behalf of the Board thanked the district treasurer Jeffrey Prescott for his presentation at the public hearing, his thoroughness and how organized he is in all that he does for the district.

Legal and Insurance

A letter dated September 19, 2008 was received from Ryan, Roach & Ryan, LLP the office which has been retained by the district's insurance company McNeil & Company regarding Dale Fajen and Tammy Jo Fajen. A court-ordered examination was scheduled for Thursday, October 9, 2008. This appearance has been rescheduled for December 15th and 16th for which Arnold Briscoe is required to attend.

Computers

Commissioner Martin and Commissioner Chlopecki have been in contact with Ross Thornhill, the district computer tech. It is his suggestion that we purchase two wireless routers so that the entire fire station will be covered by wireless internet.

Insurance

William Van Gorder of Mang Insurance will be at the fire station on Friday, November 7, 2008 to review the district's insurance program for next year.

Medical

Dr. Christopher Buff will be at the fire station on Tuesday, November 11, 2008 at 6:30 p.m. to administer flu shots for all firefighters and district employees. There will be a sign-up sheet posted as Dr. Buff needs a count of how many people will require the flu shot.

Personnel: no report

Policies: no report

Use of Station: no report

President's report

At the October 13, 2008 company meeting the membership voted two members into the fire company. The two members are: Anthony R. Gallo and Dylan Sada.

Burt Parker has resigned from East Glenville Fire Company.

President Kea requested the use of the station for Breakfast with Santa on Saturday, December 13, 2008.

The poster in the mechanical room needs to be updated as the contact names have been erased.

The president has requested permission to schedule a defensive driving course at the fire station for active and life members. Spouses of firefighters will pay for the course.

Unfinished Business

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve the sale of old 235 to the Fly Creek Fire Company located in Fly Creek, New York for the amount of \$18,000.00.

Commissioner Pohl will sign over the title and the bill of sale to the Fly Creek Fire Company.

The budget for 2009 was approved as follows: protective equipment will be reduced by \$5,000, commissioner conventions will remain \$14,000 and the surplus will be increased by \$10,688. This budget will mean there will be a 0 dollar increase in taxes to the residents.

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to approve the budget for the year 2009.

The district treasurer will file two (2) certified copies of the fire district annual budget with the town by November 7, 2008.

Elections

A motion was made by Commissioner Martin, seconded by Commissioner Chlopecki and unanimously passed for a resolution appointing the Board of Elections comprising of three members and they will be compensated at a cost of \$35.00 each.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to request the County Board of Elections to deliver a list of persons registered to vote as of November 17, 2008 to the district secretary.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Martin and unanimously passed to place the publication of Notice of Elections in the legal section of the Daily Gazette.

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed for resolution for preparation of the registration rolls.

New Business

Commissioner Pohl has been contacted by Joan Mullen, a commissioner at Alplaus Fire Department who would like to have a meeting between Alplaus Fire Department and East Glenville Fire Department to talk about the future of the two fire districts. The meeting will be open to everyone including the board of commissioners and officers of both departments. This meeting has been tentatively set up for Saturday, November 15, 2008 at 9 a.m.

LOSAP

John Saupp is working on the list of members who need more points in order to meet the required 50 points for the LOSAP program.

At the February 18, 2008 Board meeting a motion was made and unanimously passed that the Board of Commissioners requires any firefighter delinquent in the twelve (12) drills required for a given year, to make them up before being able to respond to calls and those drills do not count towards the current year.

To date, this procedure has not been put in place and John Saupp would like to know how the Board would like him to handle this now. It was the decision of the Board that letters should be sent to those members who are delinquent in drills explaining that the drills that have been done will be credited to the previous year's points and you have this many to do by the end of the year.

A discussion was held in regards to the number of drills required each year. The company now requires twelve (12) drills and the Board of Commissioners requires ten (10) to meet LOSAP requirements. It was the suggestion of the Board that we go out for Mandatory Referendum to place a proposition on the ballot at the December elections to change the number of drills required for LOSAP to be twelve (12) drills.

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to go out for Mandatory Referendum to place a proposition on the ballot at the December elections to change the number of drills required for a firefighter to be eligible for LOSAP to be changed from ten (10) to twelve (12).

The Chief is requesting a spending limit of \$999.99 to allow the Chief to purchase items which may be required during the periods between monthly Board meetings. It was pointed out that any purchase must be Board approved. If you purchase something and the Board does not approve the purchase, then that person making the purchase is personally liable for the cost of the item.

A motion was made by Commissioner Chlopecki and seconded by Commissioner Martin to allow the Chief to spend up to \$999.99 per purchase on items required during the periods between monthly Board meetings with the understanding that any purchase that is not approved by the Board will be reimbursed to the district from the person making the purchase. Commissioner Chlopecki, Commissioner Martin and Commissioner Pohl voted yes. Commissioner Cullen voted no.

Jack Erckman suggested that the Board impose a five (5) minute limit on any person who is recognized by the Chairwoman during the public comment segment of the Board meetings.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to impose a five (5) minute limit on any persons addressing the Board during the public comment portion of a Board meeting.

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to accept the application of Anthony Gallo, 413 Saratoga Road, Scotia, New York pending completion of his physical.

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to accept the application of Dylan Sada, 413 Saratoga Road, Scotia, New York pending completion of his physical.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to purchase ten (10) books from the AAOS Company for the Certified First Responder Course for a total cost of \$532.10 to be taken from A3410.441 Seminars and Membership.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Martin and unanimously passed to purchase eight (8) books and CD's for the training of CPR instructor's at a total cost of \$200.00 to be taken from A3410.441 Seminars and Membership.

A motion was made by Commissioner Cullen, seconded by Commissioner Martin and unanimously passed to purchase three (3) Red Head 37 Adapters 1-1/2" NST – 3/4" GH @ \$25.95 for a total cost of \$74.85 to be taken from A3410.201 Hose/Nozzle.

A motion was made by Commissioner Cullen, seconded by Commissioner Martin and unanimously passed to allow up to twenty (20) members to attend the “Street Smart Truck Company Operations Seminar” on November 13, 2008 at Scotia Glenville Middle School at cost of \$25 per member to be taken from A3410.441 Seminars and Membership.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Martin and unanimously passed to purchase two storage cabinets, one for \$279.00 plus shipping and one for \$319.00 plus shipping from Tennesco Storage Cabinets to be taken from A3410.406 Miscellaneous.

A motion was made by Commissioner Cullen, seconded by Commissioner Martin and unanimously passed to approve a safe driving course to be offered to active and life members at a cost of up to \$45 per person. The cost for active members would be taken from A3410.441 Seminars and Membership. The cost for inactive life members would be taken from A3410.463 Conventions/Membership.

A motion was made by Commissioner Cullen, seconded by Commissioner Martin and unanimously passed to allow the use of the station by the company for Breakfast with Santa on Saturday, December 13, 2008.

A motion was made by Commissioner Martin, seconded by Commissioner Chlopecki and unanimously passed to purchase twenty-five (25) pagers not to exceed \$10,000 to be taken from Equipment Reserve.

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to surplus twenty-five (25) pagers and take advantage of the trade-in program if such a program exists.

A motion was made Commissioner Martin, seconded by Commissioner Cullen to approve a service agreement with Tru Green for \$651.78 per year. Commissioner Martin, Commissioner Cullen and Commissioner Pohl voted yes. Commissioner Chlopecki voted no.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Martin and unanimously passed to pass the amended Fire District Election Policy.

A motion for resolution was made by Commissioner Martin, seconded by Commissioner Cullen to approve Abstract #10 dated October 27, 2008 for item #316 through item #361 in the amount of \$21,196.33; Apparatus Reserve AR-11 through AR-18 in the amount of \$13,420.68 for total of \$34,617.01.

Treasurer Report

A motion for resolution was made by Commissioner Martin, seconded by Commissioner Chlopecki and unanimously passed to appropriate a portion of the 2007 fund balance reserved for encumbrances as follows:

From:	A821 Fund Balance Reserved for Encumbrances	2,150.00
To:	A3410.200 Purchase Truck and Equipment	2,150.00

Subsidiary Allocation
A3410.206 Radios

2,150.00

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

A motion was made by Commissioner Martin, seconded by Commissioner Chlopecki and unanimously passed to adjourn at 10:15 p.m.

Respectfully submitted,

Elaine Erckman
District Secretary