EAST GLENVILLE FIRE DISTRICT #3
COMMISSIONER'S MEETING
November 17, 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
Chief Scott Pike
President Kevin Kea
Firefighter Dave Costello
Firefighter Jack Erckman
Firefighter Len Prevost

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 amended minutes from the October 27, 2008 meeting.

Chief's report

A request has been received from the Dollar Tree store on Route 50 for the use of a fire truck to transport Santa to their grand opening on November 22, 2008.

President's report

Dylan Sada was sworn in as a member of East Glenville Fire Department on November 13, 2008 after having a physical with Dr. Christopher Buff and is certified as a Class A firefighter.

Station Manager

Crisafulli Brothers Plumbing & Heating Contractors performed an inspection of the heating system in the fire station and found that there are some tiles that are cracked and need to be replaced. A quote was received for the repairs as follows: $774 for the tiles and an approximate time of four hours to replace the tiles at $125 per hour and $95 per hour for any additional hour beyond the four hours. The tiles have been ordered and will be replaced.

It was suggested that the overhead doors have the numbers replaced.

Correspondence

A letter was received from the district's attorney William Young regarding the review of the minutes of the October 27, 2008 Board meeting.

A Certificate of Liability Insurance was received from Bast Hatfield Inc.

A packet of information was received from VFIS regarding a proposed equity group annuity contract.

Building and Grounds

A quote was received from Peter Wolfe to rekey thirteen (13) locks with fifteen (15) keys for a cost of $448.75 for hardware and labor.

A discussion was held regarding the plowing of snow at the fire station. The station manager, Arnold Briscoe will be in charge of compiling a group of people interested in plowing when Arnold is not available. The part-time maintenance person, Jack Erckman, will be next in line and then the people in the group would be called upon. The people included in the group will become employees of the district and will be included in the state workmen's compensation policy for liability purposes.

Computers and Communications

Commissioner Mitchell has made arrangements for a tech to come to the fire station on Tuesday, November 18, 2008 to analyze the existing equipment at the station and make recommendations. A proposal will be presented to the Board at the December meeting.

Equipment

Fly Creek Fire Department picked up the old 235 and the district received a check in the amount of $18,000 which the treasurer deposited in the General Fund.

Finance and Budget

A certified copy of the Budget for 2009 was submitted to the Town Clerk on Wednesday, October 22, 2008.

Legal and Insurance

The following motion was made and approved at the October 27, 2008 Board meeting;

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 who makes the purchase. Commissioner Chlopecki, Commissioner Martin and Commissioner Pohl voted yes. Commissioner Cullen voted no.

The district treasurer has requested permission to contact the district's attorney, William Young, to inquire as to whether the above statement requiring the person would be liable for the any purchase that is not approved by the Board is accurate.

The Board granted the district treasurer permission to contact the district's attorney to clarify the statement made in the motion.

William Van Gorder from Mang Insurance will attend the December Board meeting to review the district's coverage for the year 2009.

Commissioner Pohl received and returned a packet from the State of New York Human Rights Department including questions and answers regarding Leslie Greenough.

The lawyers associated with ESIP have requested copies of all correspondence that has transpired in regard to Leslie Greenough.

The Fagen deposition has been postponed until December.

Medical

Dr. Christopher Buff administered sixteen (16) flu shots to firefighters and district employees on Tuesday, November 11, 2008.

Anthony Gallo has not had his physical with Dr. Buff.

It was the decision of the Board that Jim Jones be the liaison for the fire department and Dr. Buff's office regarding physicals for firefighters.

Personnel – no report

Policies

Chief Scott Pike and Commissioner Cullen are working on the Drill Policy.

Use of Station

A request was received from Melissa McKenna to hold a baby shower on Sunday, November 23, 2008. Arnold Briscoe will be the host and a security check was received for $125.

A request was received from Lia Despres to hold a baptism party on Sunday, November 30, 2008. A host needs to be found and there was not a security deposit included with the request.

A request was received from Richard Carr to purchase a Class A uniform for firefighter Eric Leitze at a cost of $353.99 to be purchased from Rosen's Uniforms and uniform shoes for Jim Pennie and Dominic Famularo at a cost of $92.99 each. A request has also been received for the incoming firematic officers to have the appropriate braids added to their blouse coats for a cost not to exceed $250.

Dave Costello requested that the treadmill be serviced as it is in need of repair and also inquired has to the progress of the purchase of an elliptical machine.

Commissioner Martin had made some inquiries in regard to the elliptical machine and he will present a proposal to the Board at the December meeting. A contact will be made to the dealer to have the treadmill serviced.

LOSAP

John Saupp has prepared all the information to update the LOSAP program for the year and Commissioner Pohl has signed all the appropriate papers which have been turned over to William Van Gorder of Mang Insurance.

Unfinished Business

At the October 27, 2008 Board meeting the following motion was approved;

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 from ten (10) to twelve (12).

The district secretary contacted the district's attorney to inquire how and if a Mandatory Referendum was required to make this change. The attorney, William Young, stated that the Board did not have to go out for Mandatory Referendum to change the drill requirement. The Board needs to make a Resolution to change the plan.

A motion for resolution was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to change the drill required by each firefighter to meet LOSAP requirements from ten (10) to twelve (12) to take effect on January 1, 2009.

The following amendment has been made to the Election Policy which was approved at the October 27, 2008 meeting;

A person is allowed to sign only one Petition. This sentence was completed removed from the policy. A person can sign multiple Petitions.

A Petition must be submitted as one, single document, regardless of the number of pages it may contain. This statement was clarified to state that there can be multiple sheets of paper as long as they are stapled together to form one document.

A motion was made by Commissioner Martin, seconded by Commissioner Chlopecki and unanimously passed to amend the Election Policy to eliminate the statement that a person is allowed to sign only one Petition and that a Petition can be more than one page as long as they are stapled together to form one document.

The District Secretary reported that the following people will serve on the election board for the Commissioner Election on December 9, 2008; Joan Bunn, Chairperson, Lori Pike and Diane Costello.

Petitions were received from Albert Martin and Leonard Prevost with the required twenty-five (25) signatures.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to have Wolfe Security rekey thirteen (13) locks and supply fifteen (15) keys for a total cost of $449.00 to be taken from A3410.401 Buildings and Grounds.

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to approve the purchase of a printer for the chief's office not to exceed the cost of $130 to be taken from A3410.461 Computer.

New Business

A meeting was held on November 15, 2008 at East Glenville Fire Company with Alplaus Fire Company to consider the consolidation of the two districts. A feasibility committee was established with representatives from both districts and the next meeting for the group will be held on Thursday, January 8, 2008 at 7:00 p.m. at East Glenville fire station.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to establish a rate of $12 per hour for the people who do snowplowing at the fire station.

Use of Station

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to allow Melissa McKenna, 12 Lynn Drive, the use of the station for a baby shower on Sunday, November 23, 2008 at 12:00 p.m. Arnold Briscoe will be the host. A security check in the amount of $125 for turned over to the district treasurer.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to allow Lia Despre, 27 Gleason Road, the use of the station for a baptism party on Sunday, November 30, 2008 at 1:00 p.m. pending whether or not a host is found for that date. A host check in the amount of $25 was received and turned over to the district treasurer. The treasurer will hold the check pending whether or not the event takes place. A security check in the amount of $100 needs to be acquired.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to approve an additional cost of $80 to purchase 25 Motorola Minitor 5 Pagers to be taken from A3410.206 Radio/Alarm.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Martin and unanimously passed to purchase prescription inserts from Lens Crafters in the amount of $210 for Firefighter Joseph Adams to be taken from A3410.203 Protective Equipment.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to purchase twenty-eight (28) highway safety Ansi II vests for a total cost of $700.40 to be taken from A3410.208 Safety Equipment.

A motion was made by Commissioner Martin, seconded by Commissioner Chlopecki and unanimously passed to allow the use of 231 for the transport of Santa to the Dollar Tree store on Route 50 on Saturday, November 22, 2008.

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to allow the use of a fire apparatus to transport Santa for the Knights of Columbus at the Immaculate Conception Church on Route 50 at a date to be determined.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve the purchase of a Class A uniform for firefighter Eric Leitze from Rosen's Uniforms at a cost of $353.99 to be taken from A3410.462 Dress Uniforms.

A motion was made by Commissioner Martin, seconded by Commissioner Chlopecki and unanimously passed to approve up to $250 for the incoming firematic officers to have the appropriate braids added to their blouse coats to be taken from A3410.462 Dress Uniforms.

It was the decision of the Board to delay the purchase of the uniform shoes for Jim Pennie and Dominic Famularo until year 2009.

Chief Pike requested to purchase some additional garage door openers. Chief Pike will present a quote at the December Board meeting.

Commissioner Chlopecki pointed out that there is a safety issue when the postal carrier delivers the mail. He is going out the driveway which is marked as enter only. Commissioner Chlopecki will put a note in the mail box requesting that he exit the appropriate driveway as a safety precaution.

A motion for resolution was made by Commissioner Martin, seconded by Commissioner Mitchell and unanimously passed to approve the payment of Abstract #11 dated November 17, 2008 for item #362 through item #390 in the amount of $14,274.03 and also two additional bills including a bill from Morris Ford-Mercury Inc. for the repairs on the chief's car in the amount of $1321.95 which includes item #379 in the amount of $49.20 and $5.21 to Commissioner Pohl for reimbursement of certified postage.

The bank statements were available for the month of October for the Board to review.

Treasurer Prescott stated that the district will be receiving gas tax exemptions on the Hess credit card after December 1, 2008 when the sales tax quarter ends.

Treasurer Prescott requested that the State Retirement System payment be paid early and take advantage of a discount if there is an adequate carryover.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to pay the State Retirement System payment by December 15, 2008 pending the amount of excess carryover that will be available at that time.

Every year we are charged a fee for the payroll software which is a part of our accounting software. The fee has increased for $189 to $239. There will be a bill appear on the abstract next month for payroll updates.

Treasurer's report- see attached

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

A motion was made by Commissioner Martin, seconded by Commissioner Cullen and unanimously passed to adjourn to executive session at 9:25 p.m. for the purpose of discussing personnel matters.

Respectfully submitted,

Elaine Erckman
District Secretary