EAST GLENVILLE FIRE DISTRICT #3
COMMISSIONER'S MEETING
December 21, 2009

Present: Commissioner Gerald Cullen
Commissioner Alexander Chlopecki
Commissioner Dave Mitchell
Commissioner Leonard Prevost
Commissioner Suzanne Pohl
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
1st Assistant Chief John Saupp
President Richard Carr
Firefighter Kevin Kea
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 Cullen, seconded by Commissioner Prevost and passed to accept the amended minutes from the November 16, 2009 Board meeting. Commissioner Mitchell, Commissioner Cullen, Commissioner Prevost and Commissioner Pohl voted yes and Commissioner Chlopecki abstained.

Chief's report: see attached

A motion was made and passed at the November 16, 2009 Board meeting to purchase EMS coats. The coats have been ordered and will be given to the top twenty (20) responders.

The statistician stated that the data has been posted regarding the required points needed to be a member in good standing. There are some members who do not meet the requirements of OSHA. The officers are looking to the Board as to their recommendation as to how to handle these members.

It is the recommendation of the Board that as of January 1, 2010, those members delinquent in OSHA air pac requirements will have their red tag pulled and will become brown tag firefighters and the remaining members who are delinquent will have thirty (30) days to complete the required hours of training for 2009 or will not be allowed to respond to calls.

President's report

John Griner was sworn in at the December 14, 2009 company meeting.

The application of Daniel Marchand has been accepted by the company pending an arson check and passing a physical.

The company held their elections at their meeting on Monday, December 14, 2009 and elected John Saupp Chief, Andrew Pohl1st Assistant Chief and Joseph Duchane 2nd Assistant Chief pending the approval of the Board of Commissioners. Albert Martin was elected as President of the East Glenville Fire company.

Station Manager: see attached

Correspondence

Information was received regarding a conference to be held at the Turning Stone Casino in March 2010.

An annual engagement letter for the year 2010 was received from the auditors Bollam, Sheedy, Torani & Co.

A bulletin was received from the New York State and Local Retirement System.

Committee Reports

Building and Grounds: no report

Computer and Communications: no report

Equipment: no report

Finance and Budget

The year-end financial report was presented to the Board. There is a $152,369.00 estimated fund balance minus $45,000.00 which was put in to the 2010 budget, $10,000.00 for LOSAP and $5,000.00 for workers compensation for a total balance of $92,369.00. The Board would like to retain 10% of the total budget in unreserved funds which is approximately $79,000.00 which leaves approximately $12,800.00 to roll over to 2010.

Legal and Insurance

There will be a preliminary deposition held on Tuesday, January 5, 2010 in regard to the Faijen law suit.

Personnel: no report

Use of Station

A request was received and approved for the use of the meeting room and kitchen by Pashley School Cub Scouts Pack 20 for a holiday party to be held on Sunday, December 20, 2009 from 12 p.m. to 4 p.m. A security check in the amount of $100 was received and returned as the event has taken place. A check in the amount of $50 was received for the host. This check was retained to pay Jack Erckman, the host of the party.

The Use of Station Policy needs to be reviewed to define the time table for which applications are received and approved.

A request for the use of the station was received from the BHBL High School Bowling Team for their end of the year banquet to be held on February 23, 2010 from 7:00 p.m. to 9:00 p.m. with a rain date of February 24, 2010. A security check in the amount of $100 was received. Kevin Kea will host this event.

A request for the use of the station was received from the BHBL School District for the use of the meeting room for a public forum on the yearly budget to be held on Thursday, March 25, 2010 at 7:30 p.m. Arnold Briscoe will host the meeting.

Policies

The officers are still working on the Vehicle Operator Policy.

A draft of the LOSAP Audit Policy was presented to the Board for their review.

The Records Retention and Disposition Policy was presented to the Board for approval.

LOSAP

The statistician will be obtaining quotes to purchase a statistical training program for 2010.

Unfinished Business

A motion for resolution was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to approve the Records Retention and Disposition Policy.

The commissioner election was held on Tuesday, December 8, 2009. There were twenty-six qualified voters who voted and twenty-six votes were cast for Suzanne Pohl, therefore Suzanne Pohl was reelected for a five-year term on the Board of Commissioners.

An insurance proposal was presented to the Board from Mang Insurance for the effective date of December 27, 2009 to December 27, 2010. William VanGorder of Mang Insurance would like to attend a company meeting in February or March of 2010 to summarize the insurance available to the firefighters.

Treasurer Jeffrey Prescott reported that the Town of Glenville has decided to retain Perma as their provider of Worker's Compensation coverage for volunteer firefighters.

A motion for resolution was made by Commissioner Mitchell, seconded by Commissioner Chlopecki and unanimously approved to join the town's municipal group self-insurance program for worker's compensation coverage for volunteer firefighters provided by Perma. The resolution was signed by Chairwoman of the Board Suzanne Pohl and certified by the district secretary.

New Business

A motion was made by Commissioner Cullen, seconded by Commissioner Prevost and unanimously passed to hold the annual organizational meeting at the fire station on Tuesday, January 5, 2010 at 6:30 p.m.

A motion was made by Commissioner Prevost, seconded by Commissioner Cullen and unanimously passed to accept the recommendation of East Glenville Fire Company to approve Chief John Saupp, 1st Assistant Chief Andrew Pohl and 2nd Assistant Chief Joseph Duchane as the chiefs of East Glenville Fire District #3 for the year of 2010.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to accept the application of Daniel Marchand for membership in the fire company pending an arson check and passing a physical.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Prevost and unanimously passed to purchase one structural helmet for EMS captain Dave Costello at cost to not exceed $300 and will be taken from Account A3410.203 Protective Clothing.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to purchase six (6) HT 1250 radioes, six (6) lapel mikes and one (1) vehicle charging unit at a cost of $5,161.50 to be taken from Account A3410.206 Radios/Alarm.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to allow the use of the station for the NYS Firefighter I course to be held from January 2010 through April 2010.

A motion was made by Commissioner Mitchell, seconded by Commissioner Chlopecki and unanimously passed to allow the use of the station for the Burnt Hills-Ballston Lake High School Bowling Team on Wednesday, February 24, 2010 7:00 p.m. to 9:00 p.m. Kevin Kea will host the event.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to allow the use of the station by Burnt Hills-Ballston Lake School District for a public forum on the yearly budget to be held on Thursday, March 25, 2010 at 7:30 p.m. Arnold Briscoe will host event.

A motion was made by Commissioner Prevost, seconded by Commissioner Cullen and unanimously passed to allow the use of the station for a Red Cross blood drive to be held on Saturday, March 6, 2010. Kevin Kea will host event.

A motion was made by Commissioner Mitchell, seconded by Commissioner Prevost and unanimously passed to allow 1st Assistant Chief Saupp to take firefighters to a state chief's seminar in Clifton Park, New York on Thursday, February 4, 2010.

Pending List

There will be a Harassment Class scheduled to take place after the first of the year. The district will try and locate a training session on CD to conduct a class.

A motion was made by Commissioner Cullen, seconded by Commissioner Prevost and unanimously passed to roll over an estimated amount of $12,800.00 into the General Fund for the year 2010.

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

A motion for resolution was made by Commissioner Mitchell, seconded by Commissioner Chlopecki and unanimously passed to make the following amendment to the budget:

From:	A3410.190 Contingency	550.00	
To:	A9040.000 Workers Compensation		550.00

A motion for resolution was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to pay Abstract #12 dated December 21, 2009 for item #373 through item #412 in the amount of $14,740.26.

Treasurer report

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

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to adjourn at 10:25 p.m.

Respectfully submitted,

Elaine Erckman
District Secretary