

EAST GLENVILLE FIRE DISTRICT #3
COMMISSIONER'S MEETING
February 15, 2010

Present: Commissioner Gerald Cullen
Commissioner Alexander Chlopecki
Commissioner Dave Mitchell
Commissioner Leonard Prevost
Commissioner Suzanne Pohl
District Treasurer Jeffrey Prescott
District Elaine Erckman
Chief and Statistician John Saupp
Station Manager Arnold Briscoe
Firefighter Jack Erckman
Firefighter Bob Berrian

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 approve the amended minutes of the January 18, 2010 Board meeting.

A motion was made by Commissioner Mitchell, seconded by Commissioner Prevost and unanimously passed to approve the minutes of the January 18, 2010 Executive Board meeting.

Chief's report: see attached

Station Manager's report: see attached

The station manager reported that Adirondack Overhead Door has completed the repairs to overhead door #1, which was damaged last month, at a cost of \$2509.00 which will be paid for by the district. McNeil and Company, the district's insurance provider, stated that the bill for the repairs should be sent to them and they will reimburse the district minus the deductible.

President's report

Nicholas Murphy still needs to pass a physical before he is sworn in.

Correspondence

A letter has been received concerning the lawsuit of Faijen vs Bast Hatfield. A date has been set for the trial to begin on August 23, 2010 at 9:30 a.m. Arnold Briscoe must attend and will meet with the lawyer representing the district preceding the trial.

A letter was received from the Schenectady County Board of Elections regarding the use of new voting machines for upcoming elections. Since East Glenville Fire Department is no longer a polling site, we do not have to address this letter.

A packet of information was received from the Association of Fire Districts of the State of New York regarding the upcoming seminar to take place in Saratoga, New York on April 15 through April 18, 2010.

Committee Report

Computer

The treasurer has requested that the Board look into upgrading the district's computer as there is not enough memory in the present computer to install the 2010 Quick Books software. Commissioner Mitchell will check out the computer used for LOSAP and by the district treasurer.

Equipment: no report

Finance & Budget: no report

Legal & Insurance

William VanGorder from Mang Insurance dropped off a CD with the coverage for East Glenville Fire District #3 for the period effective December 27, 2009 through December 27, 2010.

Medical

The annual physicals for the firefighters have been set up for Tuesday, March 23, 2010 from 5:00 p.m. to 8:00 p.m., Saturday, March 27, 2010 from 8:00 a.m. to 12:00 p.m., and Thursday, April 1, 2010 from 5:00 p.m. to 8:00 p.m. with Dr. Christopher Buff. A sign up sheet will be posted.

Personnel

Commissioner Chlopecki stated that he is still waiting for evaluations regarding the station manager.

Policy

Commissioner Cullen stated that he has reviewed the Station Manager Job Description which has not completed been or signed for the year 2009. A copy was given to each commissioner to review and it will be presented at the March Board meeting for approval.

Host Assignment and Duties Policy

A discussion was held concerning a recent use of the station. Commissioner Prevost will review the policy and present a revised policy at the March Board meeting.

Consolidation: no report

LOSAP

Statistician John Saupp reported that the 2009 East Glenville Service Awards Recipients Report has been posted for the required 30 days and is now ready to be sent to the district LOSAP provider.

Use of Station

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve the use of the station on Saturday, March 6, 2010 from 9:00 a.m. to 3:00 p.m. for a CPR training class.

A motion was made by Commissioner Prevost, seconded by Commissioner Mitchell and unanimously passed to approve the use of the station by Burnt Hills-Ballston Lake School for Odyssey of the Mind to practice their skit on February 17, 18 and 19, 2010 at 11:00 a.m. through 3 p.m. to be hosted by Arnold Briscoe.

A motion was made by Commissioner Prevost, seconded by Commissioner Mitchell and unanimously passed to approve the use of the station by the Burnt Hills-Ballston Lake Middle School modified wrestling team for their awards night to be held on Saturday, March 6, 2010 at 6 p.m. to be hosted by Tracy and Ken Abel.

Unfinished Business

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to approve the East Glenville Fire District #3 Vehicle Operator Policy.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve the East Glenville Fire District #3 LOSAP Oversight Policy.

New Business

The Town of Glenville commissioner's meeting will be held at East Glenville Fire Department on Saturday, February 20, 2010 at 9:00 a.m.

A motion was made by Commissioner Prevost, seconded by Commissioner Chlopecki and unanimously passed to approve the purchase of dress uniform shoes for firefighter Frank Clair at a cost of \$99.95 to be taken from Account A3410.462 Dress Uniforms.

A motion was made by Commissioner Prevost, seconded by Commissioner Cullen and unanimously passed to surplus the old Globe turnout gear as is for possible purchase.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve the purchase of six (6) portable traffic control devices at a cost of \$599.70; four (4) for EGFD and two (2) for Alplaus FD who will reimburse \$199.90 to EGFD to be taken from account A3410.208 Safety Equipment.

A motion for resolution was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve Abstract #2 dated February 15, 2010 for item #47 through item #85 in the amount of \$290,111.15. Commissioner Cullen will call Crisafulli Bros., Inc. to question the charges for item #63 and item #64.

The bank reconciliation statements were available for the month of January 2010 for the Board to review.

Treasurer report: see attached

A motion for resolution was made by Commissioner Cullen, seconded by Commissioner Prevost and unanimously passed to approve the following budget amendment;

From: Fund Balance Reserved for Encumbrances	1,929.00
To: A5095 Non-Revenue Receipts	1,929.00

Expenditure Allocation:

To: A3410.200 Purchase Trucks and Equipment	1,929.00
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Subsidiary Expenditure Allocation:

A3410.203 Protective Equipment	1,929.00
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A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to accept the Treasurer's report.

A motion was made by Commissioner Cullen, seconded by Commissioner Prevost and unanimously passed to adjourn to executive session at 9:15 p.m. for the purpose of personnel matters.

Respectfully submitted,

Elaine Erckman
District Secretary