

EAST GLENVILLE FIRE DISTRICT #3
COMMISSIONER'S MEETING
September 20, 2010

Present: Commissioner Gerald Cullen
Commissioner Alexander Chlopecki
Commissioner Suzanne Pohl
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
Chief John Saupp
Station Manager Arnold Briscoe
President Albert Martin
Vice President Earl Crossway
Firefighter Jack Erckman
Brenda Bikowicz

The meeting was called to order by Chairwoman of the Board Suzanne Pohl at 7:30 p.m.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to accept the amended minutes of the August 16, 2010 Board meeting.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to accept the minutes of the Executive Board meeting held on August 16, 2010.

Brenda Bikowicz, from the Pashley/Charlton Heights/BH-BL Middle School Girl Scouts, presented two applications for the use of the station. She requested the use of the meeting room and kitchen for a movie night to be held on Saturday, November 6, 2010 from 3 p.m. to 9 p.m. for approximately 100 to 120 people.

The second date requested is for Friday, December 10, 2010 to use the meeting room and kitchen for a spaghetti dinner to raise funds for the Girl Scout troops.

Chief's report: see attached

There was an incident on Sunday, September 10, 2010 involving 233 at the Indian Meadows football field. Upon exiting the field 233 scraped a vehicle's bumper causing minor damage. Information was exchanged with the owner. This information was given to our insurance provider.

President's report

Robert Verrigni was sworn in on September 1, 2010.

John Zampella has resigned.

An application for membership has been received from Dusten Wilson.

Earl Crossway has taken over the position of vice-president.

Station manager: see attached

Correspondence

A letter was received from Occupational & Environmental Health Center regarding administering flu shots.

A letter was received from Schenectady County Office of Fire Coordinator regarding the upgrade and a change to narrow banding of the radios in compliance with FCC directives.

A letter was received from Hopmeier Evans Gage Insurance in regard to VFBL & Workers Compensation rates for 2010 through 2011.

A letter received from Hopmeier Evans Gage Insurance in regard to legislation which would extend the Heart Bill for another five years.

A subscription was received for the New Law Journal in the amount of \$298.

A subscription was received for the McKinney Rules of Court in the amount of \$230.

An announcement was received for a conference from EMS Law & Management which will be held at Turning Stone Casino & Resort on October 22-24, 2010.

An announcement was received from Association of Fire Districts of Capital Area Inc. for a Training Workshop which will be held at West Sand Lake Fire Department on October 16, 2010.

A copy of Fire District Affairs for August 2010 and September 2010 was received with a memo which included the web sites and the district's password for the Association of Fire Districts of the State of New York.

Medical

Three requests for proposal were received to provide medical services for the district. They are as follows; Access Health Systems, Ellis Works and Scotia-Glenville Family Medicine.

The Board of Fire Commissioners will hold a workshop on Wednesday, September 22, 2010 at 7 p.m. to review the requests for proposal.

Committee Reports

Legal and Insurance

A call was received from John Plunket from VFIS and he is interested in giving the Board a quote on insurance.

Three individuals have signed up to be a station host for use of station events. They are Jack Erckman, Dominic Famularo and Kevin Kea.

On August 17, 2010 Assistant Chief Andrew Pohl and Commissioner Prevost audited the second quarter LOSAP records and found the information to be acceptable.

Building and Grounds

Four bids have been received to install the roof cables on the fire station. They are as follows:

Altone Electric	\$12,886
Brownell Electric	\$11,985
Harold Clune	\$11,900
Crawford Electric	\$ 9,800

A motion for Resolution was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to go out for Permissive Referendum in the amount of \$12,000.00 to be taken from the Building Reserve Fund for the purpose of installing roof heating cables on the fire station. The district secretary will place the legal notice for the Permissive Referendum in the Daily Gazette.

A special meeting will be held on Wednesday, October 20, 2010 to award the contract for installation of the roof heating cables on the fire station and also to approve the Budget for the year 2011.

Commissioner Cullen stated the district does not have a service agreement with Linstar, the contractor that installed the security system on the fire station doors and he would like to inquire as to the cost of an updated version of the system.

Computer and Communications

Chief Saupp would like to purchase the new 2011 LOSAP software by the end of this year in order to be up and running for the year 2011. Information on purchasing the software will be presented to the Board at the October meeting.

Equipment: no report

Personnel: no report

Policies: no report

Use of Station Hosts

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve Jack Erckman, Dominic Famularo and Kevin Kea to act as hosts for use of station events for the duration of the year 2010.

Consolidation: no report

Unfinished Business

Finance and Budget

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to tentatively adopt the budget for the year 2011 with the changes to the district's LOSAP as recommended by the district treasurer. The amount of the appropriation for LOSAP would be increased from \$70,000 to \$75,000 and increase the use of our fund balance by \$5,000. The public hearing will be held on Tuesday, October 19, 2010. The district secretary will present all necessary legal notices and information to the town clerk.

District Treasurer, Jeffrey Prescott, stated that he has been in contact with the senior vice president of the 1st National Bank of Scotia in regards to the refinancing of the fire station. The district has ten (10) years left to pay on the serial bond. The treasurer contacted Robert Van Vranken, whom we have used in the past for the bond for the roof replacement. He has agreed to review the information provided and see if this transaction is possible and approximately what it would cost. The district can only pay off the current bonds on the interest dates of December 15 and June 15 of any given year.

The treasurer reported that he has been contacted by Bank of America stating that they will be turning off our on line access effective as of September 30, 2010 unless we agree to a new on line access at cost of a \$49.95 service charge. The treasurer informed the customer representative at Bank of America that the district would be pursuing other banks. An inquiry has been made to 1st National Bank of Scotia as to what they have to offer the district.

A training session on harassment was held at the fire station on Monday, September 13, 2010. There were thirty-one (31) who attended in all including firefighters, commissioners and employees of the district. Commissioner Pohl has inquired as to whether the district could purchase a video to use for those people who were unable to attend the training session.

New Business

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve the use of the meeting room and kitchen by the Pashley/Charlton Heights/BHBL Middle School Girl Scouts on Saturday, November 6, 2010 from 3 p.m. to 9 p.m. A security deposit in the amount of \$100 and a non-refundable host check in the amount \$100 will be required.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to reject the use of the meeting room and kitchen by the Pashley/Charlton Heights/BHBL Middle School Girl Scouts on Friday, December 10, 2010 for a pasta night as it does not meet the criteria as set forth in the East Glenville Fire District #3 Use of Meeting Room and Training Room policy.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to accept the membership of Dusten Wilson in the fire company pending passing a physical and an arson check.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve to send up to ten (10) firefighters to a "Shorthanded Firefighting Operations" seminar to be held in East Greenbush on September 27, 2010 at a cost not to exceed \$250 to be taken from Account A3410.441 Seminars & Membership.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to approve to send up to ten (10) firefighters to a Company Officer Academy seminar to be held in East Greenbush by FDNY Chief John Salka on October 18, 2010 at a cost not to exceed \$250 to be taken from Account A3410.441 Seminars & Membership.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve to send up to twenty (20) firefighters to a Smoke & Ventilation Practices seminar to be held in Scotia on November 4, 2010 at a cost not to exceed \$500 to be taken from Account A3410.441 Seminars & Membership.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to approve to send two (2) officers to an Officer Leadership Training seminar to be held in Westchester County on December 3 and December 4, 2010 at a cost not to exceed \$520 to be taken from Account 3410.441 Seminars & Membership.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to approve the use of two fire apparatus in mid-October for the Pashley Poster Contest winners Ride Along Program as requested by the Chief.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve the purchase of six (6) HT-1250 portable radios along with remote mikes and vehicle chargers at an approximate cost of \$6,800 to be taken from Account A3410.206 Radio/Alarm.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve the payment of a bill for eight (8) EMS jackets from Ralph's Sporting Goods in the amount of \$797.00 to be taken from Account A3410.203 Protective Clothing.

A motion for Resolution was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve the payment of Abstract #9 dated September 20, 2010 for item #243 through item #266 in the amount of \$7,228.53.

Treasurer's Report

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

A motion was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to adjourn at 9:30 p.m.

Respectfully Submitted,

Elaine Erckman
District Secretary