

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

Present: Commissioner Alexander Chlopecki
Commissioner Dave Mitchell
Commissioner Leonard Prevost
Commissioner Suzanne Pohl
Commissioner Gerald Cullen
Fire District Treasurer Jeffrey Prescott
Fire District Secretary Elaine Erckman
Chief John Saupp
President Albert Martin
Station Manager Arnold Briscoe
Firefighter Jack Erckman

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 and seconded by Commissioner Chlopecki to accept the minutes of the November 15, 2010 Board meeting. Commissioner Pohl and Commissioner Prevost voted yes and Commissioner Mitchell abstained.

A motion was made by Commissioner Cullen and seconded by Commissioner Prevost to accept the amended minutes of the November 15, 2010 Executive Board meeting. Commissioner Chlopecki and Commissioner Pohl voted yes and Commissioner Mitchell abstained.

A motion was made by Commissioner Prevost and seconded by Commissioner Cullen to accept the amended minutes of the December 16, 2010 special meeting. Commissioner Pohl and Commissioner Chlopecki voted yes and Commissioner Mitchell abstained.

Chief's Report: see attached

President's report

The following officers were voted in at the December 13, 2010 Company meeting:

Chief	John Saupp
1 st Assistant Chief	Andrew Pohl
2 nd Assistant Chief	Joe Duchane

Capt. Rescue	Ross Thornhill
Capt. Engines	Ken Abel
Capt. EMS	Dave Costello
Capt. Fire Police	Bill Lamb
Lieutenant	Kevin Andrew
Lieutenant	Jeff Prescott
Lieutenant	Rich Carr
President	Ryan Meagher
Vice President	Jay Griner
Secretary	Tracy Abel
Treasurer	Joe Adams
House Steward	Alexander Chlopecki

Station Manager Report: see attached

Correspondence

A letter and information was received from Madison Wealth Managers regarding the Length of Service Award Program.

An information packet was received from Colonial Voluntary Benefits regarding insurance for firefighters.

Information was received from Mang Insurance the district's insurance carrier for the year of 2011.

A letter was received from William Young, the district's attorney, in response to a letter which was sent to him regarding the Agreement for Operation Consolidation for Glenville Fire District No. 2 and No. 3.

A contract for services for the year 2011 was received from the district's attorney William Young.

Committee Reports

Building and Grounds

Commissioner Cullen reported that two bids have been received for the maintenance of the alarm system for the fire station. The bids are as follows:

Simplex Grinnell- annual inspection	\$931
10% reduction for multi-year contract	total cost \$838
Alarm & Suppression -semi annual inspection	total cost \$936

A contract was received from Tru Green for the maintenance of the lawn at the fire station. Commissioner Cullen will contact them and negotiate a two year contract if possible.

Computer

A discussion was held in regards to purchasing a new computer for the officer's room.

Finance and Budget: no report

Legal and Insurance

Commissioner Pohl and Commissioner Prevost met with Maurice Issac from Mang Insurance regarding the insurance coverage for the district. William VanGorder met with Commissioner Pohl and Commissioner Prevost on Friday, December 17, 2010. A request was made regarding increasing the deductibles on property and comprehensive and collision in order to save on the amount of the premium payment.

Medical: no report

Policies

Jeffrey Prescott, the district's treasurer, reported that the Procurement Policy needs to be updated.

Use of Station

A special Board meeting was held on December 16, 2010. Permission was granted to the Cub Scouts Pack 20 to hold a holiday party at the fire station in the meeting room on Sunday, December 19, 2010 from 12 to 4 p.m. As per the Host Duties policy, the district secretary contacted the first person on the host sign-up sheet to host the event. Jack Erckman was the host. The district secretary will return the deposit check in the amount of \$100 to Cub Scout Pack No. 20.

Consolidation

A meeting was held on November 10, 2010 at East Glenville Fire Station. Those attending the meeting were Commissioner Gilpin of Alplaus, Commissioner Pohl and Commissioner Prevost of East Glenville, Chief Coppola of Alplaus and Chief Saupp of East Glenville. A document was presented for discussion that laid out the details of cooperative fire training and suppression services between the two districts.

A copy of the document was sent to East Glenville's district attorney for his review. A letter dated November 22, 2010 was received from William Young, the district's attorney, stating that the document, as prepared, suffices.

It was the decision of the Board to have William VanGorder, of Mang Insurance, review the document and get back to the Board with any recommendations that he might have.

LOSAP

Statistician John Saupp reported that the end-of-year report on LOSAP will be posted for thirty days in January, 2011.

John Saupp attended a training session for new LOSAP software and it is his recommendation that the district purchase this software in the amount \$3,320.00 installed.

Equipment

The equipment committee meeting met on November 29, 2010 to begin the process of purchasing a new aerial ladder truck. It was the decision of the committee to take day trips to various departments to look at equipment and evaluate their opinion of the apparatus before the Chief's Convention in June of 2011.

Unfinished Business

Commissioner Pohl reported that she had attended an event at Schenectady Community College on November 30, 2010 honoring Melvin E. Bartlett. An award was named in recognition of his foresight and vision as one of the originators of the fire program at SCC.

The annual commissioner elections were held on Tuesday, December 14, 2010. Gerald Cullen was reelected for a five year term. A total of twenty-five residents voted in the election. Gerald Cullen received eighteen votes. There were six other and one provisional vote cast.

New Business

The organizational meeting will be held at the fire station on Tuesday, January 4, 2011 at 6:30 p.m. with a dinner to follow at the Charlton House.

A contract for legal services for the year 2011 was received from William Young, the district's attorney. Jeffrey Prescott will review the contract and present it at the January Board meeting.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to accept a three-year contract with Simplex Grinnell for the alarm system for the fire station at a cost of \$838.00 per year to be taken from account A3410.401 Grounds & Building.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to purchase a Dell computer on state contract for the officer's room not to exceed \$1,500 to be taken from account A3410.461 Computer.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to purchase LOSAP software in the amount of \$3,320, installation included, to be taken from account A3410.461 Computer.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to make the following changes to the district's insurance coverage with Mang Insurance;

- To increase the property deductible from \$250 to \$500; which results in an annual return premium of approximately \$132.

- To increase the emergency apparatus & portable equipment deductible from \$250 & \$100 to \$500; which results in an annual return premium of approximately \$840.

A motion was made by Commissioner Prevost, seconded by Commissioner Cullen and unanimously passed to grant permission for Captain Abel to attend a Fire Officer 2 course at the NYS Fire Academy January 24 through 26, 2011 at a cost of \$100 including course, meals and lodging. Transportation is not included. It was also the decision of the Board to allow Captain Abel the use of a district vehicle at the discretion of the Chief.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to purchase three (3) EMS bags for 233 and 231 for motor vehicle accident use at a cost of \$540 from account A3410.207 Rescue Equipment.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Mitchell and unanimously passed to purchase two (2) 18V DeWalt cordless Saws Alls for 233 and two (2) extra battery packs for a total cost of \$700 to be taken from account A3410.207 Rescue Equipment.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to grant an additional amount of \$450 to cover the cost of incoming protective equipment to be taken from account A3410.203 Protective Clothing.

Treasurer Prescott stated that the district needs to submit a credit card application to 1st National Bank of Scotia. Two cards will be requested; one for Commissioner Pohl and one for Commissioner Cullen.

A motion for resolution was made by Commissioner Chlopecki, seconded by Commissioner Mitchell and unanimously passed to accept and pay Abstract #12 for item 337 through item 367 in the amount of \$33,502.97 and BR-1 to Harold R. Clune, Inc. for the installation of roof cables for \$11,900.00 for a total amount of \$45,402.97.

Treasurer's Report: see attached

A motion was made by Commissioner Cullen, seconded by Commissioner Prevost and unanimously passed to grant permission to the treasurer to pay the following bills before the January Board meeting;

-State Insurance Fund for Worker's Compensation	\$2,477.52
-Time Warner Cable	\$ 84.96
-LOSAP	\$4,052.82

A motion was made by Commissioner Chlopecki, seconded by Commissioner Mitchell 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 for the purpose of personnel at 9:40 p.m.

Respectfully Submitted,

Elaine Erckman
District Secretary