EAST GLENVILLE FIRE DISTRICT #3
COMMISSIONER'S MEETING
February 21, 2011

Present: Commissioner Alexander Chlopecki
Commissioner Leonard Prevost
Commissioner Suzanne Pohl
Commissioner Gerald Cullen
Fire District Treasurer Jeffrey Prescott
Fire District Secretary Elaine Erckman
Chief John Saupp
President Ryan Meagher
Station Manager Arnold Briscoe
Firefighter Jack Erckman
Guest Kevin Hanson

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

A request for the use of the meeting room was received by the Burnt Hills Ballston Lake High School Bowling Team for their awards banquet to be held on Tuesday, March 1, 2011 with a rain date of Wednesday, March 2, 2011 from 5 p.m. to 9 p.m. Andrew Pohl will host the event. A check in the amount of $100 was received as a deposit.

A motion was made by Commissioner Chlopecki, seconded by Commissioner Cullen and unanimously passed to approve the use of the meeting room by the Burnt Hills Ballston Lake High School Bowling Team on Tuesday, March 1, 2011 with a rain date of Wednesday, March 2, 2011 for an awards banquet.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to approve the amended minutes of the January 17, 2011 Board meeting.

Chief's Report: see attached

President's Report

Clem Schimikowski was voted in as a member of East Glenville Fire Company at the regular company meeting held on February 14, 2011. His application has been presented to the Board for approval.

Station Manager: see attached

Correspondence

A letter was received from 1st National Bank of Scotia informing the Board that the application for the MasterCard Business credit cards has been approved for $5,000 and the cards should be received in approximately two weeks.

A letter was received from National Grid regarding incentives that are available to the fire district.

A letter was received form Canaan Realty informing the fire district of a parcel of land at 50 Edmel Road that is available for purchase.

A letter was received from the Town of Glenville informing the district of the great success of the Winterfest and to thank East Glenville Fire Company for standing by.

An email was received on January 11, 2011from Jason Daus of SRI Fire Sprinkler, LLC with an attached proposal to perform an annual fire sprinkler inspection.

An email was sent January 19, 2011 to Jason Daus of SRI Fire Sprinkler, LLC informing him that the Board approved his proposal for inspection and testing of our fire sprinkler system and testing of the backflow prevention device.

An email was sent on January 19, 2011 from Jason Daus of SRI Fire Sprinkler, LLC stating that he will set up a date with the station manager.

A letter was received from Jimapco regarding an outstanding bill for a custom map which was requested in the year 2003. Commissioner Gerald Cullen will contact Jimapco to resolve this matter.

A letter was received from Mang Insurance Agency stating that the changes which the Board had requested have been made regarding amending property deductible and emergency apparatus deductible to $500 in lieu of $250. These changes will be effective as of December 27, 2010.

Committee Reports

Building and Grounds

At the January meeting it was brought to the attention of the Board that the firehouse should recycle. Research confirmed that all municipalities in New York State are required to enact local recycling laws under General Municipal Law 120 aa, and further all waste generators and handlers in the Town of Glenville shall source-separate recyclables materials from all other solid wastes. The station manager will contact the Glenville County Farm to inquire as to what and how they recycle and Commissioner Cullen will put out a collection bin in the firehouse to see how much recyclables the firehouse actually generates.

Computer

The new Dell computer has been received and is in the officer's room.

Equipment: no report

Finance and Budget: no report

Legal and Insurance

Letter was received from Mang Insurance Agency regarding changes in the district's policy. Mang has sent the information on the district's insurance policies on CD's.

LOSAP

The 2010 LOSAP Service Awards Report has been completed after being posted for 30 days for the participant's examination.

District Treasurer Jeffrey Prescott reported that he had received information that the Hartford (whom retains the district's LOSAP money) have reduced their rate of return on our investment from 4 ¼ % to 4%. A lower rate of return means higher contributions in the future for purposes of budgeting.

Medical

Commissioner Pohl has contacted Scotia-Glenville Family Medicine, PC. in regards to setting up the annual firefighter physicals for the last week of March and the first week of April, 2011.

Personnel: no report
Policy: no report

Use of Station

A request for the use of the meeting room was received from Burnt Hills Odyssey of the Mind to practice their skit for competition. The dates requested are Thursday, February 24 and Friday, February 25, 2011 from 11 a.m. to 3 p.m. and Sunday, February, 27, 2011 from 2 p.m. to 5 p.m. Arnold Briscoe will host the event.

Consolidation

Commissioner Pohl will contract the Board of Commissioners at Alplaus in regards to setting up a meeting with Bill Van Gorder to discuss insurance questions in regard to consolidating the two districts, East Glenville Fire Department and Alplaus Fire Department.

Apparatus

Commissioner Chlopecki reported that members of the truck committee went to Hagaman Fire Department to look at their 2007 Smeal ladder truck. 1st Assistant Chief Andrew Pohl will contact some dealers for suggestions as to other ladder trucks available to view.

The new 238 has been ordered. Chief Saupp would like to put the old 238 out for bids in the near future in order to open the bids by the end of April or May of 2011.

Unfinished Business

At the January Board meeting a motion was made and passed to approve a two-year contract with TruGreen for lawn care at a cost of $427.50 which includes a 5% discount. A motion needs to be made to approve the tree and shrub care for the fire department. The total cost for the lawn, tree and shrub care is $619.19 per year which includes a 5% discount.

A motion was made by Commissioner Prevost, seconded by Commissioner Chlopecki and unanimously passed to approve the two-year contract with TruGreen for lawn, tree and shrub care at a total cost of $619.19 per year which includes a 5% discount to be taken from Account A3410.401 Buildings and Grounds.

New Business

A motion was made by Commissioner Prevost, seconded by Commissioner Chlopecki and unanimously passed to approve the use of the meeting room for the Burnt Hills Odyssey of the Mind group to practice their skit on Thursday, February 24 and Friday, February 25, 2011 from 11 a.m. to 3 p.m. and Sunday February 27, 2011 from 2 p.m. to 5 p.m. Arnold Briscoe will host the event.

A motion was made by Commissioner Prevost, seconded by Commissioner Cullen and unanimously passed to accept the LOSAP Service Award Program for the year 2010.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to allow five (5) firefighters to attend the May Day training course to be held at Ballston Spa Fire Department on March 26, 2011 at a cost up to $150 to be taken from A3410.441 Seminars and Membership.

A motion was made by Commissioner Cullen, seconded by Commissioner Chlopecki and unanimously passed to accept Clem Schimikowski as a member of East Glenville Fire Company pending passing a physical and arson check.

A motion was made by Commissioner Cullen, seconded by Commissioner Prevost and unanimously passed to allow up to $335 be available in order to settle the outstanding bill with Jimapco.

The district secretary reported that the records retention officer and the district treasurer met on Saturday, February 12, 2011 to dispose of records for the year 2003 and to retain the records necessary to meet the criteria of New York State law.

The district treasurer reported that the annual audit will take place on Saturday, March 5, 2011 at 10:00 a.m. Commissioner Pohl stated that she would be available to attend the audit as a commissioner is required to be in attendance.

A motion for resolution was made by Commissioner Prevost, seconded by Commissioner Cullen and unanimously passed to accept Abstract #2 dated February 21, 2011 for item #36 through item #69 in the amount of $325,283.49.

Treasurer's Report

The district treasurer reported that all funds have been taken out of Bank of America and placed in 1st National Bank of Scotia. The CD's that were with Bank of America matured in February. 1st National Bank of Scotia was able give us a better rate.

A motion for resolution was made by Commissioner Cullen, seconded by Commissioner Prevost and unanimously passed to appropriate Fund Balance Reserved for Encumbrances as follows:

To:	A3410.203	for partial Helmet order received	$2,832.00
To:	A3410.201	for Hose Bed Cover received & installed	$987.00
To:	A3410.461	for new Computer for Officers Room received	$1,500.00
To:	A5095 Non-Revenue Receipts		$5,319.00

A motion was made by Commissioner Cullen, seconded by Commissioner Prevost and unanimously passed to accept the treasurer's report as presented.

A motion was made by Commissioner Cullen, seconded by Commissioner Prevost and unanimously passed to adjourn at 9:22 p.m.

Respectfully Submitted,

Elaine Erckman
District Secretary