

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONER'S MEETING
June 20, 2011

Present: Commissioner Alexander Chlopecki
Commissioner Dave Mitchell
Commissioner Leonard Prevost
Commissioner Gerald Cullen
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
Chief John Saupp
1st Assistant Chief Andrew Pohl
Firefighter Jack Erckman

The meeting was called to order by Acting Chairman Commissioner Chlopecki at 7:30 p.m.

A motion was made by Commissioner Prevost, seconded by Commissioner Cullen and unanimously passed to accept the minutes of the Board meeting held on May 16, 2011.

A motion was made by Commissioner Cullen, seconded by Commissioner Prevost and passed to accept the minutes of the Board meeting held on May 23, 2011. Commissioner Chlopecki voted yes and Commissioner Mitchell abstained.

Chief's Report: see attached

President's Report: no report

Station Manager: see attached

Correspondence

Numerous emails were sent and received from the District Treasurer and the attorney, Karen Martell, regarding the refinancing of the fire station.

A bid was received from Burnt Hills Fire District #1 for the 2003 Ford Expedition command vehicle.

A bid was received from Plotterkill Fire Company, Inc. for the 2003 Ford Expedition command vehicle.

Committee Reports

Building and Grounds

Commissioner Cullen reported that he has received a map from JIMAPCO for our review. This map will replace the map in the radio room.

Firefighter Jones reported to Chief Saupp that there was a group of youths utilizing the pavilion. Chief Saupp stated that he reported this to the duty sergeant at the Glenville Police Department and they will make an effort to check the area.

Communications and Computers

There have been numerous problems with the computer system at the fire station. Commissioner Mitchell will contact Ross Thornhill to get his input as to how to rectify the situation. He will also contact someone to reinstall the security passwords in the computers.

Equipment

A number of firefighters viewed some ladder trucks at the Chief's show which was held on June 17, 2011.

Finance and Budget

Commissioner Mitchell stated that he will be meeting with the district treasurer, the officers and the station manager in the near future to start planning the budget for the year 2012.

Legal and Insurance: no report

Personnel

Commissioner Mitchell presented to the Board a draft of an appraisal for evaluation of the station manager's position.

Policies: no report

Use of Station

A request was presented to the Board but was rejected as did not meet the criteria of the Use of Station Policy.

Consolidation: no report

Unfinished Business

Two bids were received for the purchase of the 2003 Ford Expedition command vehicle. They are as follows:

Burnt Hills Fire District No. 1	\$10,000
Plotterkill Volunteer Fire Company, Inc.	\$ 5,800

A quote was received from Warnock Fleet New York Sales for the installation of the rear cabinet in the new 238 chief vehicle for a total cost of \$3,360.

New Business

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to purchase five (5) reflective safety vests for non SCBA qualified firefighters for a cost of \$14 a piece to be taken from Account #3410.208 Safety Equipment.

A motion was made by Commissioner Cullen, seconded by Commissioner Prevost and unanimously passed to approve for Lt. Carr to attend NYS Intro to Fire Officer Course at Montour Falls August 19 through 21, 2011 for a cost of approximately \$300 to be taken from Account #A3410.441 Seminars and Membership. The district will provide transportation at the discretion of the chief.

A motion was made by Commissioner Cullen, seconded by Commissioner Prevost and unanimously passed to accept the bid from Burnt Hills Fire District No. 1 in the amount of \$10,000 for the purchase of the 2003 Ford Expedition command vehicle. Delivery of this vehicle will be contingent upon the new chief's vehicle being in service and should be in approximately sixty (60) days.

East Glenville Fire Company approved the purchase of a laminator at their meeting held on June 13, 2011. The agreement that was reached between the company and the Board was that the company would purchase the machine and the Board would purchase the supplies.

A motion was made by Commissioner Prevost, seconded by Commissioner Cullen and unanimously passed to approve the purchase of laminator supplies not to exceed \$200 to be taken from Account #A3410.464. Stationery and Supplies.

A motion for Resolution was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to approve the payment of Abstract #6 dated June 20, 2011 for item #145 through item #177 in the amount of \$115,268.87.

Treasurer's Report

The district treasurer is looking into possibly finding another source for the gas account for the district vehicles.

The closing for the refinancing of the fire station took place on June 15, 2011.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to reimburse Commissioner Leonard Prevost for the cost of the dinner following the chief's show held on June 17, 2011 in the amount of \$532.06.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen 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 9:17 p.m.

Respectfully submitted,

Elaine Erckman
District Secretary

