

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
January 16, 2012

Present:	Commissioner Dave Mitchell	President Wayne Bunn
	Commissioner Leonard Prevost	Vice Pres. Jay Griner
	Commissioner Suzanne Pohl	Firefighter Jack Erckman
	Commissioner Gerald Cullen	Firefighter Eric Leitze
	Commissioner Clem Schimikowski	Firefighter Bob Moore
	District Treasurer Jeffrey Prescott	Firefighter Bob Berrian
	District Secretary Elaine Erckman	Firefighter Kevin Weber
	Chief John Saupp	Firefighter Kevin Kea
	2 nd Assistant Chief Joseph Duchane	Paul Stuart
	Captain Ross Thornhill	
	Captain Ken Abel	
	Lt. Rich Carr	
	Station Manager Arnold Briscoe	

The meeting was called to order by the Chairman of Board Gerald Cullen at 7:30 p.m.

At the special Board meeting held on December 28, 2011, the purpose of the meeting was to review the slate of officers as they were presented for the year 2012, specifically the 1st assistant chief position and whether it was compatible with the station manager position. A letter was received from the district's attorney William Young stating that the position of chief and station manager were incompatible. The firematic committee met and were not fully satisfied with the response and requested that the Board look into this matter further. Before this is pursued any further, the firematic committee requested that the Board render their decision as to whether they would allow the 1st assistant chief to also be the station manager.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to adjourn to executive session at 8:00 p.m. to discuss the compatibility of the 1st assistant chief and the station manager.

A motion was made by Commissioner Prevost, seconded by Commissioner Mitchell and unanimously passed to return to regular session at 8:30 p.m.

The Chairman of the Board Gerald Cullen stated that it is the unanimous decision of the Board to abide by what the district's attorney William Young stated in his letter of December 21, 2011 that the position of 1st assistant chief and station manager are incompatible.

Upon the decision of the Board, Ross Thornhill, on behalf the firematic committee, presented the nomination of Andrew Pohl as 1st Assistant Chief of the East Glenville Fire Company.

A motion was made by Commissioner Prevost, seconded by Commissioner Mitchell to appoint Andrew Pohl 1st Assistant Chief of the East Glenville Fire Company should he accept the nomination. Commissioner Prevost, Commissioner Mitchell, Commissioner Cullen and Commissioner Schimikowski voted yes. Commissioner Pohl abstained.

A motion was made by Commissioner Pohl, seconded by Commissioner Mitchell and unanimously passed to accept the minutes of the December 19, 2011 Board meeting.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to accept the minutes of the Executive Session held on December 19, 2011.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to accept the minutes of the Special Board meeting held on December 28, 2011.

A motion was made by Commissioner Pohl, seconded by Commissioner Mitchell and unanimously passed to accept the amended minutes of the Organizational Meeting held on January 3, 2012.

Chief's Report: see attached

A request was made by the Chief to purchase smoke detectors to be placed on apparatus and given out to community residences as needed. A question was brought up as to whether the use of public funds could be used for this purpose. The district's treasurer will research this to see if the program can continue.

President's Report

Chris Farley was voted in at the company meeting held on January 9, 2012.

Dylan Sada was sworn in at the drill held on January 15, 2012.

A request has been received from the company to have beer available at the fire station for their Super Bowl party to be held on February 5, 2012.

Station Manager's Report: see attached

The station manager contacted Ballston Lake Auto in regards to the work that was done on R233. A bill in the amount of \$534.97 was received. This represents the cost of the part and half of the labor. They were more than willing to discuss the bill with the Board.

Correspondence: no report

Committee Reports

Building and Grounds: no report

Computer and Communications

There is still a problem with receiving the internet at the fire station.

Equipment and Apparatus

Commissioner Schimikowski stated that the truck committee has been meeting and has set a time line to have a final proposal for specs for the new aerial ladder truck to the commissioners by February 15, 2012.

After meeting with the chief and the station manager, there will be a spreadsheet set to track all the repairs to the apparatus on a monthly basis.

Finance and Budget

This is the last year of the fire district's contract with Bollam Sheedy, Torani & Co LLP, CPAs for the audit. We will have to go out for request for proposals this year after the audit is completed.

Legal and Insurance

A contract has been received from the district's attorney for the 2012.

Commissioner Pohl will contact McNeil & Company to request an insurance packet and bill for the year 2012. The treasurer has also requested an accounting of the amount that is paid for coverage of the Sanford fire truck so that he can bill the fire company.

Medical: no report

Personnel: no report

Policies: no report

The Chief's Vehicle Policy should be reviewed. The commissioners will review the policy and it will be discussed at a future board meeting.

Use of Station

A request for the use of the meeting and kitchen was received from the Burnt Hills - Ballston Spa Hockey team booster club for Saturday, January 21, 2012 to hold a pancake breakfast. This request was turned down as it does not meet the criteria of our use of station policy.

A request for the use of the meeting room was received from Burnt Hills-Ballston Lake High School Bowling Booster Club on Wednesday, February 29, 2012 from 5:30 p.m. to 8:30 p.m. for their awards banquet. Kevin Kea will be the host of this event. A check in the amount of \$150 was received.

Consolidation: no report

Old Business

The contract that has been received for legal services from the district's attorney William Young will be signed and sent back with a revision of the amount of \$285 per hour changed to \$265 an hour. Also a letter from the district's treasurer will accompany the contract explaining the accounting of time spent for the year 2011 and the credit balance for 2012 of \$823.50.

A motion was made by Commissioner Pohl, seconded by Commissioner Mitchell and unanimously passed to return the contract for legal services for the year 2012 from William Young and that the hourly rate be changed from \$285 an hour to \$265 an hour.

The Board of Commissioner's committee list for the year 2012 is as follows:

Buildings & Grounds	Chairman –	G. Cullen C. Schimikowski
Apparatus & Equipment	Chairman -	C. Schimikowski D. Mitchell, S. Pohl G. Cullen
Finance & Budget	Chairman -	D. Mitchell S. Pohl
Computer & Communications	Chairman -	D. Mitchell C. Schimikowski
Medical	Chairman -	S. Pohl
Legal & Insurance	Chairman -	S. Pohl

Use of Station	Chairman -	C. Schimikowski G. Cullen
Personnel	Chairman -	C. Schimikowski D. Mitchell, G. Cullen S. Pohl
Policies	Chairman -	C. Schimikowski D. Mitchell, S. Pohl G. Cullen
Consolidation	Chairman -	S. Pohl, C. Schimikowski
Apparatus Committee	Chairman -	C. Schimikowski
Payroll/Clock		G. Cullen, S. Pohl
Acting Chairman		D. Mitchell
Acting Secretary		G. Cullen

New Business

LOSAP

The statistician presented the 2011 final East Glenville Fire Department LOSAP Report. This report will be posted for thirty (30) days for review by the fire company members.

A motion was made by Commissioner Prevost, seconded by Commissioner Mitchell and unanimously passed to approve the use of the meeting room by the Burnt Hills-Ballston Lake Bowling Team on Wednesday, February 29, 2012 for their awards banquet from 5:30 p.m. to 8:30 p.m. Kevin Kea will host the event.

A motion was made by Commissioner Pohl, seconded by Commissioner Mitchell and unanimously passed to grant permission for up to ten (10) firefighters to attend the Mac Boston Firefighter Training Seminar at SCCC on February 10, 2012 at a cost of up to \$600 to be taken from Account A3410.441 Seminars & Membership.

A motion was made by Commissioner Prevost, seconded by Commissioner Mitchell and unanimously passed to schedule up to ten (10) firefighters to take the SCBA Fit tests at a cost up to \$250 to be taken from Account A3410.202 SCBA Tests/Repairs.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to allow ten (10) firefighters to attend a seminar, How to Kill our Fire Responder, at Shaker Road Fire Department on February 25, 2012 at a total cost of \$250 to be taken from Account A3410.441 Seminars & Membership.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to expend \$200 for lab fees to New York State DOH for blood glucose testing to be taken from Account A3410.444 Membership Dues.

A motion was made by Commissioner Prevost, seconded by Commissioner Pohl and unanimously passed to purchase a basic GPS device for 230 not to exceed \$150 to be taken from Account A3410.442 Repairs and Maintenance.

A motion was made by Commissioner Prevost, seconded by Commissioner Schimikowski and unanimously passed to purchase twenty-five (25) traffic safety vests at a total cost of \$375 to be taken from Account A3410.208 Safety Equipment.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Prevost and unanimously passed to purchase fifteen (15) pairs of structural firefighting gloves at a total cost of \$975 to be taken from Account A3410.203 Protective Clothing.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to purchase fifteen (15) pairs of work gloves for a total cost of \$150 to be taken from Account A3410.203 Protective Clothing.

A motion was made by Commissioner Prevost, seconded by Commissioner Schimikowski and unanimously passed to purchase a case each of hearing and eye protection not to exceed \$300 to be taken from Account A3410.203 Protective Clothing.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to grant permission to order two (2) Argus 160 TIC Thermal Imaging Cameras on or after January 19, 2012 as long as there is no petition to protest the Permissive Referendum.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to approve Commissioner Clem Schimikowski to attend the Commissioner Training session in Albany on March 10, 2012 at a cost of \$125 to be taken from Account A3410.463 Conventions/Membership.

A motion was made by Commissioner Mitchell, seconded by Commissioner Schimikowski and unanimously passed to allow beer and wine to be served at the company Super Bowl Party to be held on Sunday, February 5, 2012 with a Tips bartender on hand to monitor. The beer and wine needs to be removed from the fire station immediately following the event.

A motion was made by Commissioner Mitchell, seconded by Commissioner Prevost and unanimously passed to approve the following firefighters to host events in the year 2012; Dominic Famularo, Jack Erckman, Alexander Chlopecki and Kevin Kea.

Leonard Prevost has resigned from the Board as of this January 16, 2012 meeting, therefore there will be a vacancy on the Board. The Board will be accepting the names of qualified and interested people in writing by the February 20, 2012 Board meeting. A notice will be posted on the sign in front of the station and a notice will be posted on the bulletin board.

The bank statements reconciled by the deputy treasurer were presented for the Board's approval.

The bills as previewed by Commissioner Cullen were presented for the Board's approval.

A motion for resolution was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to pay Abstract #1 dated January 16, 2012 for item #366 through #369 and item #6 through #36 in the amount of \$88,459.03 and holding item #25 to McNeil & Company for the 2012 insurance package in the amount of \$25,804.53 waiting for clarification of the amount due.

Treasurer's Report: see attached

A motion for resolution was made by Commissioner Mitchell, seconded by Commissioner Prevost and unanimously passed to approve the following budget amendment for the year 2011;

From: A3410.190	Contingency	627.00
To: A3410.420	Truck Repairs & Maintenance	627.00

The transfer is to provide funding for the unexpected increase in the Vehicle Repairs and Maintenance occurring near year end.

Subaccount Allocation:

A3410.422	Truck Repairs	627.00
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A motion was made by Commissioner Pohl, seconded by Commissioner Prevost and unanimously passed to accept the treasurer's report as presented to the Board.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to adjourn to executive session at 10:30 p.m. to discuss personnel issues.

Respectfully Submitted,

Elaine Erckman
District Secretary

