

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
June 17, 2013

Present:	Commissioner Paul Stuart	President Wayne Bunn
	Commissioner Suzanne Pohl	Firefighter Jack Erckman
	Commissioner Gerald Cullen	Robert Gramuglia, CPA
	Commissioner Clem Schimikowski	John Bryans, CPA
	District Treasurer Jeffrey Prescott	Timothy Gaffrey
	District Secretary Elaine Erckman	
	Chief Andrew Pohl	
	2 nd Assistant Chief Ross Thornhill	
	Station Keeper Arnold Briscoe	

The meeting was called to order by the Chairman of the Board Clem Schimikowski at 7:35 pm with a salute to the flag.

A motion was made by Commissioner Cullen, seconded by Commissioner Pohl and unanimously passed to accept the meetings from the May 20, 2013 Board meeting.

Chief's Report: see attached (Andrew Pohl)

President's Report: see attached (Wayne Bunn)

Sara Potter was sworn in as a member of the company on June 10, 2013. David Nally was granted a six month personal leave of absence effective June 1, 2013 to November 30, 2013 so he can attend the NYS Forest Rangers training academy.

The following applicants were voted into membership on June 10, 2013: Robert Delaney III, John Jewel, Vincent Oginski, Shawn Premitt and Matthew Rowland. Jessica Gaffrey's application did not receive a majority vote of the members and therefore was rejected. She was contacted by the President and was told that she could reapply in six months.

Station Keeper's Report: see attached (Arnold Briscoe)

Auditors Presentation to the Board (Robert Gramuglia CPA and John Bryans CPA)

A report was given for the audit of the regulatory basis financial statements of East Glenville Fire District #3 as of and for the year ended December 31, 2012.

As per the auditors report, all packing lists, delivery receipts, etc. for any and all packages ordered must be attached to the invoice before payment. All shipping documents are to be left on the treasurer's desk after confirmation has been made that the delivered item agrees to what is on the shipping documents.

The audit must be sent to the New York State Comptroller's office no later than June 30, 2013. The district treasurer has requested a receipt from the auditors when this has been accomplished.

The auditors commended the district treasurer Jeffrey Prescott for a job well done.

Treasurer's Report: see attached (District Treasurer Jeffrey Prescott)

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

Correspondence

A letter was received from Vellano Bros, Inc. announcing they have formed a new corporation and requested that we note this change.

A letter was received from The Bank of Greene County offering their services for any future financing we might have.

A notice was received offering federal labor law posters.

Committee Reports

Building and Grounds: no report (Commissioner Cullen)

Computer and Communications (Commissioner Stuart)

Three quotes have been received for the purchase of a new copy machine.

Equipment: no report (Commissioner Schimikowski)

Finance and Budget (Commissioners Pohl and Cullen)

The budget requests worksheets have been submitted to the Chief and the Station Keeper. The Finance committee has requested that the initial requests be turned in by July 31, 2013 so a summary may be completed by the August Board meeting. The Board must approve a budget for the year 2014 by September 2013.

Legal and Insurance (Commissioner Pohl)

The Harassment Program will be offered via internet and has been taken over by firefighter Beverly Martinson. She will contact the district's insurance agency and will set up the program for each firefighter and commissioner to complete.

Medical (Commissioner Pohl)

Commissioner Pohl will contact Dr. Buff's office and pick up the certifications for the firefighter's physicals.

Personnel: no report (Commissioner Schimikowski)

Policies (Commissioner Stuart)

Commissioner Stuart presented a copy of the Use of Meeting and Training Room Policy for the Board to review before the July Board meeting.

Use of Station (Commissioner Stuart)

The informational meeting for the Van Vorst Road Bridge construction has been changed to June 25, 2013.

Consolidation (Commissioner Pohl)

A contract was signed by East Glenville Fire District and Alplaus Fire District regarding an operational consolidation of the two districts. The district secretary will locate the original signed contract for the commissioners and chief to review.

LOSAP: no report (Commissioner Schimikowski)

Accident Review Board (Commissioner Pohl)

A check was received from the district's insurance agency for the repairs to 239 and was more than \$250 less than the amount to pay for the repairs. There was a repair to the fog light assembly which was discovered after the original quote for the repairs was received. The insurance agency was contacted with this information and the difference which is owed to us is \$125.93. Commissioner Pohl will check on the status of the check.

Unfinished Business

The purchase of the SCBAs will take place after June 20, 2013 which is the date that the Permissive Referendum will expire.

The EGFD radio upgrades will be placed on the budget for 2014.

The Saratoga County Radio has been purchased and is waiting to be programmed.

The hose test will take place by Waterway during the first two weeks of July 2013.

New Business

Ben Ferretti has completed his probationary training and is now eligible for a dress uniform.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to approve the purchase of a dress uniform for Ben Ferretti at a cost of up to \$500 to be taken from A3410.462 Dress Uniforms.

A discussion was held regarding the presence of beer and wine at the company picnic to be held on Saturday, September 7, 2013. It was the decision on the Board that the company present a plan to the Board.

A motion was made by Commissioner Stuart, seconded by Commissioner Cullen and unanimously passed to surplus and dispose of the 24 foot ladder which was damaged and replaced on E231.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to accept John Jewell as a member of the East Glenville Fire Company pending passing a physical.

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

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

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

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to accept Robert Delaney III as a member of the East Glenville Fire Company pending passing a physical and arson check.

A motion for Resolution was made by Commissioner Stuart, seconded by Commissioner Cullen and unanimously passed to approve the following budget amendment:

From: A3410.190 Contingency	376.00	
To: A9025.000 Local Awards Program (LOSAP)		376.00

Amendment to provide funding for unexpected higher increase
2013 Firefighter Length of Service Award Program Costs

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 Stuart, seconded by Commissioner Pohl and unanimously passed to approve the payment of Abstract #6 dated June 17, 2013 for item #158 through item #187 in the amount of \$141,706.71. Also approved to be paid to Ross Thornhill is \$8.60 for tolls to New York State Association of Fire Chiefs Conference and to Arnold Briscoe the amount of \$244.58 for travel expenses for a two day seminar at the same conference.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to adjourn at 9:35 pm.

Respectfully submitted,

Elaine Erckman
District Secretary