

Selkirk Fire District

Board of Fire Commissioners
Selkirk, NY 12158

February 17, 2014

Meeting Minutes

[As Approved on: 03/20/14]

The meeting was opened at Selkirk Fire District Administrative Office at 7:02 PM by Chairman Charles Wickham, Jr.

IN ATTENDANCE

(X) Lennie MICELLI	(X) Charles WICKHAM
()	(X) William ASPRION, Chief
(X) Douglas VAN APELDOORN	(X) Douglas OPHARDT, District Treasurer
(X) George TEN EYCK	(X) Stephanie SELLERS, District Secretary

OTHERS: Steve Hummel; Barry Morehouse; Bob G. Burns; Glenn Lasher; Tom Neri; Victor Olivett; Ed Ward; Barak Strock

Minutes of the previous meeting of January 20, 2014 were read and approved.

MOTION to approve by L. Micelli; 2nd: G. Ten Eyck (All in Favor)

Treasurer's Report: (*Treasurer Ophardt*) read and approved:

- General Fund: Balance \$819,429.55; E&A Fund Balance: \$149,017.58; B&G Fund Balance \$204,546.17
- A meeting date is currently being coordinated with Richard Dinolfo to begin reviewing the State AUD report.
- Commissioner Micelli will be reviewing the last few years' energy bills against the HESS Energy program that the District is currently using to confirm it is a beneficial program. A report will be given at the next Board meeting.

MOTION to approve Treasurers Report by G. Ten Eyck; 2nd: D. Van Apeldoorn (All in favor)

Claims presented and approved for payment:

Abstract dated: February 17, 2014 numbers 2014-049 to 2014-095 inclusive

MOTION to approve by L. Micelli; 2nd: G. Ten Eyck - (All in favor)

Secretary's Report: (*Secretary Sellers*)

- PESH annual forms have been completed and emailed to stations for posting
- LOGMEIN – Request to purchase annual LOGMEIN PRO program for \$129.00 to access station computers remotely and to allow the quartermaster access to the Red Alert fire Software for inventory management.

MOTION by D. Van Apeldoorn; 2nd: G. Ten Eyck to approve \$129.00 purchase of 1 year membership to LOGMEIN PRO as noted above. (All in Favor)

Public Comment: NONE

SFD Board of Directors Report: (*As reported by BOD President, Ed Ward*)

- Membership Changes:
 - Michael Walsh – Medical Leave was granted, Active to Associate #2
 - Marty Fogelman – Active to Non Member #2 – Resigned
 - Craig Languish – Active to Non Member #2 – Resigned
 - Daniel Morin – Active to Non Member #2 – Resigned
 - Jordan Harrington – Active to Non Member #2 – Resigned
 - Mike Conti – Active to Associate #2

Barak Strock and William Collins were voted from Probationary to Active Members
Joshua Therrien – Request for Associate membership in Station #1 will take place at the March Company meeting as it was not voted on for an unknown reason at the February company meeting.

- The Department Audit will be completed by the Pinsky Law firm and is tentatively scheduled to begin the first week of March 2014.
- All Board of Directors members have been invited to the Round Table Breakfast meeting scheduled for February 23, 2014 at the Normanside Country Club. A head count will be provided to the District Secretary by Friday of this week.
- Station #1 reports the floor drain in the ladies room is clogging and is emitting strong sewer odors into the room. Plumber will be contacted to service.
- Meeting Room Use Requests:

Station #2: National Liberty Alliance Elections – February 19th 7PM
Oath Keepers – HAM Radio Class – February 22 & 23, 7:30AM –
4:00PM each day

Station #3: Boy Scouts Troop 81 – Pancake Breakfast – April 13, 5:30AM –
cleanup (pending receipt of usage form)

MOTION by D. Van Apeldoorn; 2nd: L. Micelli to approve meeting room use as listed above. (All in Favor)

Old Business:

Facility Assessment Project: Mitchell Associates, CTMale, and CSArch proposals were received. The Board agrees to go ahead with an interview with CTMale and Mitchell Associates. Mitchell was the assigned architect for the construction at Slingerlands FD and CTMale was the architect at Bought FD in Latham. Commissioner Wickham has been to both fire house locations to tour their facilities and discuss the architect services.

Floor Loading Analysis: Currently being researched by Craig Mahoney, Structural Engineer, who has blueprints of each fire house.

Fire & EMS Law & Management Conference: Reminder of date - March 27-30, 2014, Turning Stone.

Hood Inspections: BLANN has completed their service and inspection of range hoods at each station. A letter of suggested upgrades and compliance issues was received and will be reviewed for further services. Station #1 exhaust vent cleaning will be done by The Walters Co. and is currently being scheduled.

Installment Dinner: The installment dinner committee met last week to finalize plans for the dinner on March 22nd. The committee will use existing policy for payment and invitation procedures.

Physicals: Commissioner Micelli reported that he spoke with Dr. Jean McMahon of Occupational & Environmental Health Center of NY (OEHC) and will be scheduling a meeting with them to discuss their services and pricing on annual fire fighter physicals. Commissioner Micelli will report his findings to the Board at a future meeting.

SFD Website: A new website design will be launched in early March. The new design will allow administrators more access to update the website and its content. Commissioner Van Apeldoorn is heading this initiative.

Chiefs Report:

Alarms: YTD 30

Membership: Currently there are a total of 68 active members. 2 new Jr. members and one returning active member are in the application process.

Station #1 Basement: Chief and members of station #1 will compile a sketch of their intended plans to redesign the layout of the basement. Redesign will include the creation of a Quartermaster's office and expansion of the existing gym facilities. The actual work is not authorized to begin until the engineer reviews floor weights in the engine room.

Fire Police Equipment: Fire Police equipment has been moved from station #2 to station #1 to be managed by Quartermaster.

Inventory: Station inventory has been documented at all stations. The Quartermaster has been equipped with a laptop and printer.

Boat Docks: Chief is working on a plan to restructure the existing dock system to avoid further damages to boat and dock. A plan needs to be in place by early spring in order to have the boat in the water in a timely manner for the boating season.

Hydrants: Due to the large snow storms over the last week a majority of fire hydrants in the district remain under snow. Chief Asprion requests that the Board contact the Town of Bethlehem to request the fire hydrants be cleared ASAP. Commissioner Wickham advised that the clearing of hydrants is scheduled to begin tomorrow and that the town also has been working diligently to clear snow from roads, etc. over the last several days.

Rural Water Supply: A full presentation of the Rural Water Supply project will be available at the next Board Meeting. PSEG plant manager, Bill Clancy may be assisting with hydrants in his area.

Truck Committee: will meet over the next week to two weeks to discuss plans to replace the Air Truck.

Training: The training office and Chief are monitoring all NYS counties for course availability. If a course is out of district, the district will provide transportation – this has been announced to all members.

Courage to Be Safe course will be held on March 4 at Elsmere Fire Department

*Tactical Truck Seminar will be held on March 19, 2014 at Wynantskill Fire Department 6:30PM \$20pre reg./\$25walk-in – **Request to approve member attendance.**

Surplus: *Request to surplus 19 pairs of 12-15 year old short boots

Purchases: *Request to purchase approximately 50 carabiner clips

***MOTION** by D. Van Apeldoorn; 2nd: G. Ten Eyck to approve spending up to \$25 for any active member wishing to attend the Tactical Truck Seminar; to approve surplus of 19 pairs of old boots; and, the purchase of carabiners, as noted above. (All in Favor)

New Business:

Long Island Fire, Rescue & EMS Mega Show: February 22-23, 2014 – Nassau Veterans Memorial Coliseum, Uniondale, NY

MOTION by D. Van Apeldoorn; 2nd: L. Micelli to approve attendance by any members (as approved by Chief Asprion) wanting to attend the above trade show.

2014 District Goals: A meeting with BOFC, District Officers, and Board of Directors is scheduled for February 23 at 8:30 PM to discuss yearly goals.

Custodial Agreements: Station Custodial Agreements are due for renewal and must be submitted to the District Secretary.

2014 Lawn Maintenance Agreement: Lawn Maintenance agreement with Bloom 'N Green is due for renewal for the 2014 season.

Policy Revisions: District Training Requirements for 2015 – Officer Qualifications – several changes, most notable being the requirement of FF2 course for anyone holding the position of Captain and above; increase in mandatory drills from 12 to 16 annually; and, fire and drill requirements must be met quarterly as opposed to annually.

MOTION by D. Van Apeldoorn; 2nd: L. Micelli to approve changes to the policy as noted in the new policy. (All in Favor)

MOTION made at 9:42 p.m. by D. Van Apeldoorn; 2nd: L. Micelli to enter into Executive Session to discuss personnel issues.

MOTION made at 10:29 p.m. by D. Van Apeldoorn; 2nd: G. Ten Eyck to leave Executive Session and return to normal meeting.

Returned to normal meeting at 10:30 p.m.

Motion: made by D. Van Apeldoorn; 2nd: G. Ten Eyck to adjourn the regular business meeting of the Selkirk Fire District. The meeting was properly adjourned at 10:30 p.m. The next meeting of the Selkirk Board of Fire Commissioners will be on Monday, March 17, 2014 at 7:00 p.m.

Respectfully Submitted,

Stephanie E. Sellers
District Secretary