

Selkirk Fire District

Board of Fire Commissioners, Selkirk, NY 12158

August 15, 2016

Meeting Minutes

[As Approved on September 19, 2016]

The meeting was opened at Selkirk Fire District Administrative Office at 7:05 PM by Chairman Wickham.

IN ATTENDANCE

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| (X) Robert G. BURNS | (X) Charles WICKHAM |
| () Barak STROCK | (X) William ASPRION, Chief (called in) |
| (X) Douglas VAN APELDOORN | (X) Douglas OPHARDT, District Treasurer |
| (X) George TEN EYCK | (X) Stephanie KRAUSE, District Secretary |

OTHERS: Captain Tom Neri

Minutes of the previous meeting of July18, 2016 were read and approved.

MOTION to approve by B.Burns; 2nd: G.TenEyck (All in Favor)

Treasurer's Report:

General Fund Balance: \$654,890.28; E&A Fund Balance: \$ 629,556.53; B&G Fund Balance \$275,155.82
T&A Fund \$ 1.115.734.44

MOTION to approve Treasurer's Report by B. Burns; 2nd: B. Strock (All in Favor)

Claims Approved/ Paid at August 15 Meeting \$14,940.42

Prepaid Claims approved at August Meeting \$3,454.44

August Payroll \$2,597.90

Abstract dated: August 2016 numbers 2016-319 to 2016-361 inclusive

MOTION to approve claims by D. Van Apeldoorn/ 2nd by G. Ten Eyck (All in Favor)

Secretary's Report

District Secretary Krause questioned the timeline of background checks with regards to the New Member Application process. The district needs to ensure background checks are received in a timely manner from the Board of Directors and then also from the Albany County Sheriff's Department. It was advised that all communication be copied to the Board of Directors and to the Chiefs and the Captain of the appropriate station so that all parties are aware of timeline.

Public Comment:

- None

SFD Board of Directors Report: No report

Old Business:

1- Facility Advisory Committee: The next meeting is scheduled for August 18th, 2016 @ 6pm at station #2

2-Floor repairs are done with the exception of station #2

3-Purchasing Agent/Quartermaster and Deputy Treasurer job descriptions have been provided to the Board: Chairman Wickham asked that any questions or comments be sent to him directly

4-Chairman Wickham called Southworth for a new quote on the Stand-by generator load bank test

5-Chairman Wickham shared that he is finalizing the Policies and Procedures Manual. Chief Asprion and Commissioner Strock are researching as to how to hold firefighters accountable when they lack training. Commissioner Ten Eyck recommended that we request input from Terry Hannigan to see what we can do legally.

6-Treasurer Ophardt submitted his input for the Purchasing and Procurement Policy. Chairman Wickham wants to add information on "piggy back purchasing".

RESOLUTIONS/MOTION: To amend the Procurement Policy and to approve the Best Value “Piggy Backing” by G. Ten Eyck; 2nd by D. Van Apeldoorn (All in Favor) * **Section 106, Procurement Policy is attached ***

New Business:

- The next 2017 Budget Workshop Meeting is on September 8th, 2016 @ 6pm in the Administration Bldg. This meeting will include a Chief Workshop as well.

Commissioner Reports:

Commissioner Burns

V. Olivett still needs to repair the patch on floor at station #1. Carmen Frangella fixed the leak on the hose reel valve at station #1. Kot Electric fixed the wiring issue in the lower engine room at station #2. BLann will be inspecting the micro switches for the alarm system on August 25th.

Commissioner Van Apeldoorn requested the water issue from overhang at station #2 by the front door be revisited.

Commissioner Ten Eyck shared updates on the radio system: per Ralph.Mariani from the Albany County Sheriff’s Department, there is one more tower that needs to go up in the hill towns. In the meantime, they will come out and demonstrate the new radio system along with the VHF patching. It will most likely be Fall 2016 for the new radios to be installed.

Chief’s Report

Purchases

1- The Purchase Request for the Brush/Gator firefighter equipment is being finalized and is estimated to cost \$4,100

MOTION: to approve the above request for up to \$4,100 by D. Van Apeldoorn; 2nd by B. Burns. (All in favor)

Training Updates/Requests:

-Firefighter T. Pinson completed Firefighter I course

-Firefighter J. Benassi attended the Heavy Lift course and positive feedback was received.

-Assistant Chief Michaniw and Firefighter Collins would like to attend the MAC Boston18 Training Seminar at the Saratoga Training Tower on September 17th. The cost will be \$100 each.

MOTION: to approve the above training request by D. Van Apeldoorn; 2nd by G. Ten Eyck (All in favor)

Other:

-Chief Asprion suggested we give \$833.33 for the Town Officers that will be used for the Memorial Park.

-Chief Asprion shared that the quotes for the repair for truck T-40 total \$3,500. The damage happened while in Elsmere Fire District, therefore they will be covering the repair on their insurance. Chief Asprion will review with our insurance agent, Greg Turner

-The Gator trailer quote will need to be increased by \$120, now totaling \$7,620 as the company suggests that the tongue be extended.

-Regarding the Air Truck, the body is going in to the paint shop. Chief Asprion will be inspecting the progress in September 2016.

- All AED’s will be serviced in September 2016

-Chief Asprion noted that he’ll be meeting with Commissioner Ten Eyck to work on the language for the District policy on fire calls. This will hopefully encourage more employers to allow firefighters to leave their place of work for fire calls.

-Chief Asprion will meet with Commissioner Ten Eyck regarding the future partnership with WorkFit Medical for firefighter physicals. He hopes to finalize before the September Board of Fire Commissioners meeting.

MOTION: made by D. Van Apeldoorn; 2nd: B. Burns (All in Favor) to adjourn the regular business meeting of the Selkirk Fire District. The meeting was properly adjourned at 8:35 p.m. The next meeting of the Selkirk Board of Fire Commissioners is scheduled for Monday, September 19, 2016 at 7:00 p.m. at the Administration Building.

Respectfully Submitted,

Stephanie Krause
District Secretary