

Selkirk Fire District

Board of Fire Commissioners
Selkirk, NY 12158

January 19, 2015

Meeting Minutes

[As Approved on:02/16/15]

The meeting was opened at Selkirk Fire District Administrative Office at 7:00 PM by Chairman Charles Wickham, Jr.

IN ATTENDANCE

(X) Robert G. BURNS	(X) Charles WICKHAM
(X) Barak STROCK	(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; Tom Neri; Brian Pugsley

Minutes of the previous meeting(s) of December 9 & 29, 2014 and January 5, 2015 Organizational Meeting were read and approved.

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

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

- General Fund: Balance \$137,870.65; E&A Fund Balance: \$365,846.57; B&G Fund Balance \$204,923.52
- W2's and 1099's have been processed and distributed accordingly
- The District is officially Tax Freeze Compliant which should generate a small tax rebate check for District residents
- 2014 AUD report is in process – Due end of February
- Commissioners request that the Treasurer discontinue the Integrys Energy and Direct Energy program and to move all energy billing back to National Grid.
- As of 1/1/15 NYL Annuity is at \$160,159.97, \$874,639.49 with RBC Totaling \$1,034,799.46

MOTION to approve Treasurers Report by B. Strock; 2nd: G. Ten Eyck (All in Favor)

Claims presented and approved for payment:

Abstract dated: January numbers 2014-583 to 2015-018 inclusive

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

Secretary's Report

- Business card and Station door sign updates have been requested through Elk Sign Shop
- Lowe's purchasing account will be updated to add new Commissioners and remove past commissioner Micelli.

MOTION to approve Secretary's report by D. Van Apeldoorn; 2nd: B. Burns (All in Favor)

Public Comment:

- None

SFD Board of Directors Report:

- None

Old Business:

Facilities Improvement Project: A committee meeting was held on January 12th to review completed facilities questionnaire.

Station #3 Water System: Aqua Science was on-site in early January to maintain and service the existing water filtration system. Commissioner Burns will create a committee to maintain the equipment as instructed per Aqua Science. Routine maintenance is necessary to keep the filtration system running properly.

Member Benefits: A list of member benefits was created. District Secretary will finalize document and email to BOFC members.

Air Truck: Commissioner Strock will establish and chair the air truck planning/purchasing committee.

Chiefs Report:

2014 Annual Report: Presented by Chief Asprion; will be posted to SFD Website.

FFI Changes: The State has made several changes to the FFI course – increased to 104 hrs. to include 16 hours of home station training. The Chief will review the changes with Officers as required. 4 new expanded version FFI course books have been purchased and will be kept by the Quartermaster.

Defensive Driving Course: The current defensive driving course certification will expire on March 3, 2015. Requesting permission to hire instructor and schedule the course for new 3 year certifications. (Frank Clemente, instructor of 2012 course will be contacted for information).

MOTION to approve Defensive Driving Course by G. Ten Eyck; 2nd: B. Strock (All in Favor)

FASNY 2015 Winter Games: Permission for members to attend and use of district pickup truck. February 6-8, Greek Peak Mt. Resort, Cortland NY.

MOTION to approve by D. Van Apeldoorn; 2nd: B. Strock (All in Favor)

Surplus: Request to surplus qty. 4 – hose valves. **MOTION** to approve by G. Ten Eyck; 2nd: B. Strock (All in Favor)

2015 Chevy Tahoe: Due to unforeseen price increases due to electrical wiring issues and installation of specific fire equipment the total purchase price of the new Tahoe has increased. Request to officially increase the purchase price to \$50,000.

MOTION by G. Ten Eyck; 2nd: B. Strock to increase the total purchase amount of new Chiefs vehicle to \$50,000. (All in Favor)

Afrim's Soccer Dome: Chief met with Afrim and walked through the new property – dome portion is projected to open w/in 2 weeks. The concession building remains under construction.

Glenwood Village: Retirement community on Glenmont Road – construction is in the beginning phase.

Purchases:

- Chimney Scrubber – Qty. 1 Three Brush Kit - \$1,199 plus approx \$30 shipping
- Mega Mover Portable Transport Unit – (Carries people) – Qty. 4 - \$40/ea. (Total \$160) One for each fire station and one to replace Delmar FD's that SFD used on a call.
- Snow Tires for T40 - \$2,700 from McCarthy Tires
 - o **MOTION** by G. Ten Eyck; 2nd: D. Van Apeldoorn to approve purchases as listed above (All in Favor)
- PSEG Grant \$9,565 received in December and predetermined with PSEG to purchase rescue tool. Seeking permission to purchase qty. 1 Holmatro Combi Rescue tool using \$9565.
 - o **MOTION** to approve purchase with grant money as stated by G. Ten Eyck; 2nd: B. Strock – (VOTE: C. Wickham – NO)
- A drill and walkthrough are scheduled at PSEG on January 21, 2015.

New Business:

2015 BOFC Org. Chart: BOFC organizational chart was updated with newly elected commissioners and newly assigned duties. A copy will be posted to the SFD website.

Stand-By Generators: Researching possibilities to establish a stand-by generator notification system – looking into Time Warner Security, etc. The notification system would auto dial a specific phone number, in the event of generator activation, and alert any problems at the stations.

VFIS: Representative from VFIS was on-site to review apparatus and review their website and their offerings. Their website provides a full section on policies and procedures.

Custodian Agreements: were updated and distributed to custodians for signature.

Purchasing Requisition Form: A new form will be created and reviewed for approval at the next scheduled BOFC meeting.

Training Policy: “*Firefighter Credit for Attending Training Events, Drills, and Courses at Other Fire Departments*” - **MOTION** to approve with revisions by: G. Ten Eyck; 2nd: B. Strock (All in Favor)

Motion: made by D. Van Apeldoorn; 2nd: G. Ten Eyck (All in Favor) to adjourn the regular business meeting of the Selkirk Fire District. The meeting was properly adjourned at 11:10 p.m. The next meeting of the Selkirk Board of Fire Commissioners is scheduled for Monday, February 16, 2015 at 7:00 p.m. at the Administration Building.

Respectfully Submitted,

Stephanie E. Sellers
District Secretary