

Vischer Ferry Fire District

Board of Fire Commissioners

GEORGE F. DONOHUE
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KEVIN K. BOWMAN
Chairman
CARL E. VISCONTI
District Treasurer
KARAN A. DONOHUE
District Secretary
SARAH L. DEFOREST
District Administrator



RE: minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, October 10, 2016.

The meeting convened on Monday, October 10, 2016 in the Commissioners' room at Station #2. Those in attendance were Kevin Bowman, George Donohue, Marty Schanz, Duane Lindsey, Nelson Peat, Carl Visconti – Treasurer, Karan Donohue – Secretary, Sarah deForest – Administrator, Chief Phil Brousseau, Assistant Chief Patrick Canale, Timmy Brousseau, and Allen VanCleaf.

Bills

1. A listing of transactions for approval numbered 11462 through 11509 was presented to the Board.

George Donohue made a motion to pay the bills. Nelson Peat seconded the motion. The motion was carried.

Old Business

George Donohue made a motion to approve the minutes. Nelson Peat seconded the motion. The motion was carried.

1. Band-Aids have to be ordered for all first aid kits.

Treasurer's Report

1. Bank statements and account reconciliations for September 2016 and the listing of transactions approved and paid in September were submitted to Commissioner Donohue for verification.
2. Bank statements and account reconciliations for August 2016 and the listing of transactions approved and paid in August were returned to the Treasurer.

George Donohue made a motion to accept the Treasurer's report. Duane Lindsey seconded the motion. The motion was carried

Administrator's Report

1. The request of the Shenendehowa JV football team to rent the hall for their end of year banquet was denied due to the large number of people expected.
2. Duane Lindsey made a motion to sell the 2001 Jeep to Fred Henry for \$4,500. George Donohue seconded the motion. The motion was carried. The equipment on the Jeep was declared surplus. George Donohue made a motion to sell the surplus equipment to Mark Sowalsky for \$50. Nelson Peat seconded the motion. The motion was carried.

Chief's Report

1. Duane Lindsey made a motion to approve the following apparatus:
 - a. Apparatus as needed on October 28 and 29 for Halloween parades.
 - b. Apparatus as needed on October 13, 14 and 27 for fire prevention activities.
 - c. M-634 for a Pump Operators course at Malta Ridge.George Donohue seconded the motion. The motion was carried.
2. George Donohue made a motion to approve the following:
 - a. One member to attend a Pump Operators course at Malta on September 27, 29, October 3, 6, 17, 20 & 22.
 - b. Chief Brousseau to use Car-62 to attend a OFPC Fire-Arson seminar at the NYS Fire Academy in Montour Falls November 2-4.Duane Lindsey seconded the motion. The motion was carried.
3. George Donohue made a motion to purchase six (6) escape systems from MES for \$350.20 each for a total of \$2,101.20. (NYS contract PC66804) Duane Lindsey seconded the motion. The motion was carried.
4. George Donohue made a motion to approve the changes to the SOPs for Apparatus Response Assignments to Emergency Guidelines. Marty Schanz seconded the motion. The motion was carried.

New Business

1. Received a new service agreement from Sanders Fire and Signal. The new agreement will be for central monitoring only for \$1,000. Corrections were also made to the agreement. Sarah will contact Sanders to make the corrections to the contract.
2. Hall rental:

a. Edward Vargas	10-11-16	fee waived
b. Edward Vargas	12-13-16	fee waived
c. Gautam Bandyopadhyay	10-16-16	pd ck# 1072 \$275
3. Received the client statement for September 2016 from Morgan Stanley.
4. Received a letter from Morgan Stanley correcting a processing issue of a confirmation of the establishment of Recurring Outgoing Funds Transfer.
5. The hydraulic rescue tools are due for annual service.

6. Received the minutes of the September 7, 2016 meeting of the Vischer Ferry Fire Company.
7. The phone lines at Station #1 were looked at and there is a bad line. This was repaired and the hum is gone.
8. There was a recall on the Chevy Impala (Car 629). It was for an unintended ignition key rotation. This does not affect the safety of the vehicle.
9. Received the Service Award Program 2016-2017 Service Fee Agreement from Penflex, Inc.
10. Received *Fire District Affairs* for October and November 2016.

Miscellaneous

1. Snow plow bids are available and are due by November 14 at 7:30 pm. If it should snow before that date drivers will be paid on a per diem basis.
2. Attorney Wayne Burton is retiring at the end of the year. We have the names of several attorneys that we will be interviewing on Monday, October 24 at 7:30.
3. George Donohue made a motion to approve the changes to the LOSAP program as revised on 9-12-16. Nelson Peat seconded the motion. The motion was carried.
4. Black Diamond Landscaping gave us a quote of \$950 to landscape the sign at Station #2. We will do the work ourselves.
5. The laptop used to program the sign at Station #2 is outdated. George Donohue made a motion to purchase a new laptop for \$750. Duane Lindsey seconded the motion. The motion was carried. We will put an attachment on the sign grant for a new one.
6. George Donohue made a motion to purchase three (3) extensions for each of the station squeegees from One Path Waterblade. Marty Schanz seconded the motion. The motion was carried.
7. The new dual router for the sign will be here next week.
8. The roll up doors on R- 631 were repaired by VRS. The backup alarm needed attention.
9. When pumping ETA-621 you cannot hold the button to raise the pressure. It has to be tapped.
10. We have not heard from the electrician yet.
11. The outside walls of Station #3 have to be sealed. The maintenance person will do this.
12. The Inspection dinner will be Tuesday, November 15, at the Century House.
13. The Agreement for Services for Grant Writing from Grantmasters, Inc. was signed.
14. George Donohue moved and Marty Schanz seconded a resolution to appoint Bev Bowman, Jo Smith and Susan Howard as election inspectors for the Annual vote for Fire District Commissioner. They will be compensated in the amount of \$95 in total. The Secretary called the roll:

Kevin Bowman yes

George Donohue yes

Marty Schanz	yes
Duane Lindsey	yes
Nelson Peat	yes

The resolution was duly adopted.

Recess

George Donohue made a motion to recess until October 18, 2016 at 7:00 pm. Marty Schanz seconded the motion. The motion was carried. The meeting was recessed at 8:30 pm.

Reconvene

The Monday, October 10, 2016 meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District was reconvened on Tuesday, October 18, 2016 at 7:00 pm. Those in attendance were Kevin Bowman, George Donohue, Duane Lindsey, Nelson Peat, Carl Visconti -Treasurer and Karan Donohue – Secretary.

Bills

A listing of transactions for approval numbered 11512 through 11525 was presented to the Board. Duane Lindsey made a motion to pay the bills. George Donohue seconded the motion. The motion was carried.

Bank statements and account reconciliations for September 2016 and the listing of transactions approved and paid in September were returned to the Treasurer.

George Donohue made a motion to open the meeting to public comment on the budget. Duane Lindsey seconded the motion. The motion was carried. No one from the public attended the meeting. George Donohue made a motion to close the public comment. Duane Lindsey seconded the motion. The motion was carried.

Duane Lindsey moved for a resolution to adopt the budget for 2017 for \$936,045. George Donohue seconded. The Secretary called the roll:

Kevin Bowman	yes
George Donohue	yes
Marty Schanz	absent

Duane Lindsey yes

Nelson Peat yes

The resolution was duly declared adopted.

George Donohue made a motion to hire Timmy Brousseau to develop a program for apparatus inventory, up to twenty (20) hours of work at \$15 per hour. Duane Lindsey seconded the motion. The motion was carried.

The Property Tax Cap Compliance form was submitted to the Comptroller's Office.

Adjournment

George Donohue made a motion to adjourn. Duane Lindsey seconded the motion. The motion was carried. The meeting was adjourned at 7:15 pm. The next meeting will be Monday, November 14, 2016 at 7:30 pm in the Commissioners' room at Station #2.

Respectfully submitted by,

Karan Donohue, Secretary
Board of Fire Commissioners
Vischer Ferry Fire District

Kevin Bowman, Chairman
Board of Fire Commissioners
Vischer Ferry Fire District