

Vischer Ferry Fire District

Board of Fire Commissioners

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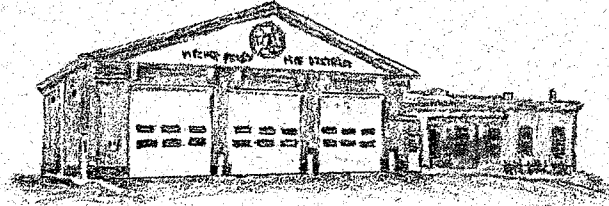
ANDREW J. CASUCCI
DUANE R. LINDSEY
DAVID A. PETTIS
MARTIN M. SCHANZ

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, July 9, 2018.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District was convened on Monday, July 9, 2018 at 7:00 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Marty Schanz, Commissioner Duane Lindsey, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Sarah deForest, Chief Phil Brousseau, Assistant Chief Kenny Bowman and Craig Relyea from Penflex, Inc. Commissioners Dave Pettis and Andy Casucci were absent.

Mr. Relyea discussed the following:

1. Our minimum contribution for 2019 would be \$101,403.
2. Our service credit maximum is currently 30 years (including a 5-year buyback). The total program cost for 2019, including administration costs, will be approximately \$108,000. If the service credit maximum is raised to 40 years, this cost would increase to \$119,000. Penflex has drafted the resolution necessary to make this change. This will be forwarded to our attorney for review. The Board vote to adopt the resolution can then be completed at the October meeting. Following legal notification in the Gazette and all appropriate meetings, the proposition will be added to the ballot for the December 11, 2019 Fire District election.
3. Disability –
 - a. A member can receive points in two situations:
 1. a total and temporary disability
 2. a partial and permanent disability
 - b. Credit is 5 points per complete month member is disabled
 - c. Penflex would need documentation from a physician
 - d. Penflex would need year-end documentation from a physician

- e. VFBL Section 5 outlines qualified activities for a disability
4. An officer position has to be defined in the Company constitution in order to received points
5. Military leaves of less than one year are pro-rated year; i.e., 6 months = 25 points. If the member is on active duty for the full year, they will receive credit for the full year (50 points).
6. If a member sustains an injury or illness outside of Firematic and qualified Social activities, they would not be eligible for disability credits. They must obtain points on their own.

Mr. Relyea left at 7:55.

Bills

1. A listing of transactions numbered 12691 through 12737, totaling \$25,665.77, was presented to the Board for approval.

Commissioner Lindsey made a motion to pay the bills. Commissioner Schanz seconded the motion. The motion was carried unanimously.

Old Business

Commissioner Schanz made a motion to approve the minutes. Commissioner Lindsey seconded the motion. The motion was carried unanimously.

Treasurer's Report

1. Bank statements, reconciliations and check images for June 2018 and the listing of transactions approved and paid in June were given to Commissioner Bowman for verification.
2. Bank statements, reconciliations and check images for May 2018 were returned to the Treasurer.

Commissioner Lindsey made a motion to accept the Treasurer's report. Commissioner Schanz seconded the motion. The motion was carried unanimously.

Assistant Chief Ed Vargas arrived at 8:10.

Chief's Report

1. Commissioner Schanz made a motion to approve Rachel Douglas for membership in the Vischer Ferry Fire Company. Commissioner Lindsey seconded the motion. The motion was carried unanimously.
2. Commissioner Lindsey made a motion for the following:
 - a. Twenty-four (24) tag clips from www.chiefsupply.com @ \$2.00 each for a total of \$48.00.
 - b. Thirty (30) safety glasses from www.safetyglassesuse.com @ \$9.48 each for a total of \$284.40.

- c. Five (5) belt clips from www.radioparts.com @ \$12.00 each for a total of \$60.00.
 - d. One (1) pulse oximeter from www.mooremedical.com for \$60.99.
 - e. Five (5) helmet liner replacements from www.thefirestore.com @\$33.59 each for a total of \$167.95.
 - f. One (1) 10 pack of two-way radios from Walmart for \$352.19.
- Commissioner Schanz seconded the motion. The motion was carried unanimously.
- 3. Commissioner Schanz made a motion to approve the use of one ETA or R-631 on July 29, with crew, from 1900-2300 at the Saratoga County Fair. Commissioner Lindsey seconded the motion. The motion was carried unanimously.
 - 4. Commissioner Lindsey made a motion to approve the Daytime Mutual Aid Proposal. Commissioner Schanz seconded the motion. The motion was carried unanimously.
 - 5. The Board was presented with a revision to the Protective Clothing SOP (Section 20). This will be sent to our attorney for review.
 - 6. All appropriate hand lights will be put in cabinets inside the apparatus. All others will have the chargers turned away from personnel in the apparatus.

Administrator's Report

- 1. MES will be coming to test all SCBAs on July 24. Someone must be here when they arrive to coordinate the testing at each station.
- 2. There was discussion on the hall rental agreement. Commissioner Schanz made a motion to revise the agreement to read that all events must end at 11:00 pm unless prior approval has been granted at a regularly scheduled Board meeting. Also, if a reservation is cancelled, the rental fee is forfeited unless the hall can be rented again. Commissioner Lindsey seconded the motion. The motion was carried unanimously.
- 3. Fire Company members who use the hall will be limited to two (2) times per year.

New Business

- 1. Received the client statement from Morgan Stanley for June 2018.
- 2. Received a letter from Robert A. Rausch concerning an incident that occurred with a member.
- 3. Received a policy amendment from Utica National for Cybersurance-Privacy and Security Breach coverage.
- 4. Received a notice of a returned premium for our Workers Comp policy. The annual audit performed on our policy resulted in a return premium of \$82.
- 5. Received information on the 2018 Leadership Summit and Vendor Expo October 11-13 at the Saratoga City Center in Saratoga Springs.
- 6. In order to secure better rooms for the 2019 NYSAFC Conference to be held in Syracuse, early registrations for the conference have been recommended. Commissioner Schanz made a motion to register six (6) members for the 2019 NYSAFC Conference and submit the necessary hotel reservation forms for six (6)

rooms. Commissioner Lindsey seconded the motion. The motion was carried unanimously.

7. Received certificates of insurance from the following:
 - a. Red Cross
 - b. Sanders Fire & Safety
8. Received a notice of a recall on the 2016 Tahoe for seatbelt issues.

Miscellaneous

1. Station #3 Land Survey – received an estimate from Environmental Design for \$4,500 to survey and replace missing markers. Commissioner Lindsey made a motion to hire Environmental Design to survey the land of Station #3 and replace any missing markers for \$4,500. Commissioner Schanz seconded the motion. The motion was carried unanimously.
2. Streamlight will not come and change the batteries for the hand lights.
3. We need to hire a landscaper for weeding, mulching, trimming and pressure washing all of the stations.
4. Photocells should be put on the entrance lights at Station #1.
5. EMTech to be called to service the AC unit #1 at Station #2.
6. Recently a FAST team was requested by a mutual aid department. Unqualified members responded. The Chief was directed to remedy this situation.
7. The current programming is not sufficient to track all of our inventory. Commissioner Schanz made a motion to purchase a subscription software package to upgrade our tablets for one (1) year at \$60 per month for a total of \$720. Commissioner Lindsey seconded the motion. The motion was carried unanimously. The Blue Devil program will be able to send data to the iPads.
8. The generators on the trucks will be inspected this month.
9. The National Grid surveys for natural gas to Vischer Ferry are coming in.
10. The paperwork for the boat launch in the preserve is with the government now.

Adjournment

Commissioner Lindsey made a motion to adjourn. Commissioner Schanz seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:15 pm. The next meeting will be Monday, August 13, 2018 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