

**PRELIMINARY
MINUTES OF THE REGULAR MEETING
May 18, 2010**

The regular meeting of the Danby Fire District was called to order by Commissioner Caveney at 7:37 pm May 18, 2010 at the West Danby Fire Station.

ATTENDANCE:

Members: Ralph Bowles
 Pat Caveney
 Matt Cooper
 Wayne Holden

Non-members: Judd Leonard, Treasurer John Smith, West Danby Asst. Chief
 Deanna Bowles, Secretary John Gaden, Danby Chief
 Scott Wendt, West Danby Chief

MINUTES:

Ralph made a motion, seconded by Wayne, to approve the minutes. Motion carried with all in favor.

COMMUNICATIONS:

The following communications were received:

 McNeal Agency EVOC course information
 Draft Audit Report
 Copy of an email from David Hessler requesting input from the fire department regarding the Ithaca Waldorf School in the Angelheart complex

COMMITTEES:

PURCHASING:

2 air packs have been sent for repairs.

TOG is pending fittings.

All purchases require a voucher.

BUILDINGS & GROUNDS:

Matt will arrange for septic system inspection for West Danby Station after receiving the required quotes.

Homeright Flooring quoted \$400 to repair floor tile at the West Danby Station. Matt made a motion, seconded by Ralph, to contract with Homeright Flooring to repair the floor tile. Motion carried with all in favor.

Remaining exterior lights at West Danby Station are scheduled for repair.

INSURANCE:

Pat received the new Property and Casualty Insurance Policy.

TRUCKS:

441 brakes were repaired. Repair was due to a faulty wheel bearing installation, which may have been from original factory assembly.

TOWN BOARD:

A Public Hearing for the Waldorf School is scheduled for Wednesday May 19th.

DEMPC:

DEMPC is again active and trying to identify special-needs people in the Town of Danby.

RECORD RETENTION:

Chiefs were asked to provide copies of training sign-in sheets with their Monthly Reports, and to provide email addresses of their members.

The District domain name was renewed for 5 yrs at \$53.35. This was a savings of 30%.

John Smith met with Tompkins County Dept. of Emergency Response for a list of 55004 and 55014 members. The list will be reviewed and training records requested for all current members.

POLICY:

Matt is working on a Workplace Violence Policy.

A Rescue Rope Policy workshop is scheduled for Tuesday, May 25th at 7 pm at the West Danby Station. The Risk Analysis is still pending and a worksheet was passed around.

DANBY ADDITION:

Pat reported the following: Toilets and mop sink are in place but not hooked up. The hand sink is installed in the kitchen. Drinking fountains are in place but need wiring. Stoves need to be in place prior to ansul installation...this should happen as soon as possible. Lock/key plan is being worked on and Pat will work with John Gaden on the plan. Phone/Internet/Fax plan wires are run. The extra cinder blocks and mortar on site need to be disposed of, and West Danby will take some for a BBQ pit.

Members were asked to notify John Smith or Pat, in writing, of any finishing that needs to done. A contractors' Punch List will be compiled by June 7th for all finish work.

John Gaden asked about painting the rooms in the truck bay. There is a member available at this time to paint, however it would need to be cleared with the contractors. There is also a possibility that the contractors will paint these rooms.

AUDIT:

An audit review meeting with the auditors is scheduled for Friday May 21st at 10 am.

CHIEFS REPORTS:

DVFC: A written report for April was received. Pat made a motion, seconded by Matt, to allow the Chiefs to purchase equipment within Procurement Policy guidelines and within the equipment budgets. Motion carried with all in favor. Purchase Order forms were given to the Chiefs. An application from Cosmo Alpern was received. Ralph made a motion, seconded by Wayne, to accept the new member contingent on an arson report. Motion carried with all in favor.

WDFD: Written reports for March and April were received. A BBQ pit and pavilion will be built with department funds and manpower. So far they have quotes for \$2700. Attendance at Fire 2010 at a cost of \$95 plus mileage was

requested by Tod Sukontarak. Matt made a motion, seconded by Ralph, to approve attendance by Tod at Fire 2010 in Verona, NY. Motion carried with all in favor.

Chiefs requested truck repair reports for their files. Judd and Dee will furnish the information they have. Members bringing trucks back from service/repair should request a repair report. All repair reports should also be copied for the District files.

OLD BUSINESS:

John Gaden emailed Mike Cappelli, PESH Safety & Health Inspector, about our progress complying with the Notice of Violation and that we have consulted with Mark Smarr, Sr. Safety Consultant with NYS Dept. of Labor. Mike will re-inspect in July.

Response to the FOIL Request will be made in the next few days with information gathered to-date.

NEW BUSINESS:

No report

TREASURER'S REPORT:

Wayne made a motion, seconded by Ralph, to approve the treasurer's report. Motion carried.

Abstract 5 General Fund, claims 109 and 110 in the amount of \$434.00 were audited and the treasurer was directed to pay the bills.

Meeting adjourned at 9:50 PM.

Respectfully submitted,

Deanna Bowles
Secretary