

**PRELIMINARY
MINUTES OF THE REGULAR MEETING
July 20, 2010**

The regular meeting of the Danby Fire District was called to order by Commissioner Caveney at 7:34 PM on July 20, 2010 at the Danby Fire Station.

ATTENDANCE:

Members: Ralph Bowles
 Pat Caveney
 Wayne Holden
 Richard H. Oltz

Absent: Matt Cooper

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

MINUTES:

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

COMMUNICATIONS:

The following communications were received:

Request from JoAnne Oliver to attend the following classes at no anticipated cost to the District: Basic Structural Collapse Operations, Mass Fatalities Incident Response, and Fire Officer 1. Request granted.

Request from John Smith to attend Dig Safely New York with no cost to the District. Request granted. SimplexGrinnell Central Station Monitoring Action Plan

FOIL Request from Stacey Shackford, Reporter, The Ithaca Journal for 2005-2010 District Budgets, and listing of personnel, commissioners, fire officers, chiefs and firefighters

COMMITTEES:

PURCHASING:

Four members have been fitted for new turn-out gear.

BUILDINGS & GROUNDS:

Keys were given to the Commissioners and Treasurer for the District Office.

The flag pole at the Danby Fire Station needs to be relocated. This is a fire company issue and members were reminded to call dig Safely New York before digging.

The Commissioners agreed to use Time Warner Cable for the District office phone, along with the existing TV and internet service. The fire company will use Verizon for their phone lines, including the dialer alarm system and fax. The District will use an online fax service.

Two phone lines are required for the dialer alarm system and two lines for the fire company. John Smith will contact the alarm panel installer for Danby to verify that one line may be shared with a fax line. Pat will contact Verizon to have the new box installed as promised by Verizon. Phone lines need to be installed before the electrical work can be finished. Richard will obtain cost for the dialer alarm system phone lines and installation for West Danby.

It was also agreed to have Dee contract with Time Warner Cable for a phone line for the District Office and to use an online fax service for the District Office.

SimplexGrinnell Central Station Monitoring Action Plan was discussed. Ralph made a motion, seconded by Wayne, to continue with Tompkins County for the alarm monitoring service at both stations. Motion carried with all in favor.

A new roof is needed for the metal shed. Richard will get 2-3 quotations. John Gaden requested permission to place plywood over the obsolete outside door in the metal shed. Permission granted.

INSURANCE:

Pat will check with our insurance company on the advantage of alarm monitoring systems.

TRUCKS:

443 had a flat tire after Fun Day. Replacing tires was discussed.

TOWN BOARD:

The Danby Town Board may request use of the West Danby Station for a Town Board meeting on Sept. 20, 2010.

RECORD RETENTION:

Incident reports are due. Dee asked that only 2010 reports be sent due to the time involved to download the files.

A password is necessary for the internet and Chief Gaden will obtain it for District use.

POLICY:

Pat made a motion, seconded by Richard, to adopt the Emergency Plan as presented by Chief Gaden. Motion carried with all in favor.

DANBY ADDITION:

The general contractor and plumbing contractor are basically finished. The electrical contractor and HVAC still need a couple of weeks to finish their work. Safety strips for overhead doors 4 and 5 still need to be wired.

AUDIT:

Judd sent the Audit Report to the state.

CHIEFS REPORTS:

DVFC: A written report was received. Linda and Sarah Wyatt request permission to attend the Womens' Weekend at the Fire Academy Sept 16-19 with no cost to the District. Simon Wyatt submitted a request for several courses. Ralph made a motion, seconded by Richard, to approve Linda and Sarah's request. Motion carried with all in favor. Richard made a motion, seconded by Wayne, to approve Simon's request contingent on budget review and priorities with top priority being the EMT Refresher. Motion carried with all in favor.

WDFD: No report

Surplus equipment for donation will be picked up on Saturday, July 24th. Let JoAnne Oliver know of any additional surplus equipment to be donated.

OLD BUSINESS:

Pat made a motion, seconded by Ralph, to approve Judd attending the Association of Fire Districts of the State of New York Treasurer's Training with an overnight, Pat and Ralph attending the Relationship Training and Dee attending the Secretary's Training with a possible overnight. These will be held on Oct. 28, 2010 at Honors Haven as part of the 39th Annual Mid-Year Workshop Training Program for Fire Districts. Motion carried with all in favor.

John Gaden will obtain prices for a service contract for minitors.

Ralph is obtaining quotations for pump testing, hose testing, and ladder testing.

NEW BUSINESS:

A budget meeting will be at the District Office on Aug 10 at 7:30 PM. This is the regular second Tuesday meeting and will be dedicated to the 2011 Budget.

TREASURER'S REPORT:

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

Abstract 7A Capital Fund, claims 39-40 in the amount of \$68,003.80 were audited and the treasurer was directed to pay the bills.

Abstract 7A and 7B General Fund, claims 141, 143, and 160 in the amount of \$3,532.06 were audited and the treasurer was directed to pay the bills.

Meeting adjourned at 9:45 PM.

Respectfully submitted,

Deanna Bowles
Secretary