

DRAFT
MINUTES OF THE REGULAR MEETING
May 10, 2011

The regular meeting of the Danby Fire District was called to order by Commissioner Caveney at 7:30 pm on May 10, 2011 at the Danby Fire Station.

ATTENDANCE:

Commissioners: Ralph Bowles
Pat Caveney
Matt Cooper
Richard Oltz
Gene Beavers

Officers: Deanna Bowles, Secretary / Deputy Treasurer

BID OPENING:

The following proposals for lawn mowing were opened:

We Mow proposed \$43 per mowing at Danby Fire Station.

We Mow proposed \$48 per mowing at West Danby Fire Station.

Ennis Landscaping sent a brochure of services.

MINUTES:

Richard made a motion to approve April 19 2011 minutes with corrections, seconded by Matt. "...claims 58 through 64 in the amount of \$4830.72" was changed to "claims 58 through 63 in the amount of \$4633.82." Motion carried with all in favor.

COMMUNICATIONS:

The following communications were received:

Request for Code of Ethics information from Adam Crown.

Poll Site Agreement from the Tompkins County Board of Elections.

NFPA membership information.

Bank statements, which were opened by Commissioner Beavers.

Draft of the 2010 Audit from CDLM for review. Commissioners should let Pat know of any issues so he can include them in his response to CDLM.

Letter from Mark Butler regarding an additional retainer of \$3500.00.

TREASURER'S REPORT:

Matt made a motion, seconded by Ralph, to approve the treasurer's report and to pay Abstract 5 General Fund claims 64-82 in the amount of \$18,824.61 and Abstract 5 Construction Fund claim 5 in the amount of \$1450.00. Motion carried with all in favor. Gene made a motion, seconded by Richard, to close the Bank of America accounts and transfer the funds to the Savings Account at Citizens Bank. Motion carried with all in favor.

COMMITTEES:

PURCHASING:

No report.

BUILDINGS & GROUNDS:

Danby Fire Station:

The water softener has no salt. Ralph will obtain salt, fill the softener, and do a suggested regeneration. It was noted that the Instruction Manual kept near the water softener is missing.

Ralph made a motion, seconded by Richard, to approve both We Mow proposals for lawn mowing. Motion carried with all in favor.

Richard reported that the roof on the metal shed attached to the station will be replaced within the next couple of weeks.

West Danby Fire Station:

No report

INSURANCE:

A worker's compensation claim has been filed for a minor injury at the recent tornado caused tree emergency.

TRUCKS:

A light bar has been received for 1442.

Truck service and maintenance is still pending for Danby.

TOWN BOARD:

No Report

RECORD RETENTION:

Incident reports are due from both stations.

Computer inventory is still pending.

POLICY:

No report.

DANBY ADDITION:

Electrical - circuit identification needs to be completed.

Plumbing - one hose bib still leaks.

GC - window caulking is needed to stop seepage

Architect - closeout needed

AUDIT:

A draft of the 2010 Audit has been received and action items will be reviewed.

CHIEFS REPORTS:

DVFC: Simon Wyatt has requested Rescue Tech Basic Training in Trumansburg in June and EMT Refresher at the Montour Falls Fire Academy in June & July. Sarah Wyatt has requested Rescue Basic Training and Firefighter II

Training, both in June. Matt made a motion, seconded by Gene, to approve the training requests. Motion carried with all in favor.

WDFD: No report.

OLD BUSINESS:

Junior members shall automatically become regular members when they become 18 years old if they meet the criteria, including, but not limited to, an arson check, physical examination, and training.

NEW BUSINESS:

RFPs for Audit will be issued for 1, 2 and 5 years of auditing services.

Ralph made a motion, seconded by Richard, to approve the additional \$3500 retainer for the Law Offices of Mark C. Butler. Motion carried with all in favor.

Richard made a motion, seconded by Gene, to approve the Poll Site Agreement for the Danby Fire Station with the Tompkins County Board of Elections and to provide them with a key to the Danby Fire Station. Motion carried with all in favor.

Meeting adjourned at 9:20 pm for an executive session related to interviewing applicants for the treasurer's position.

Respectfully submitted,

Deanna Bowles
Secretary