

DRAFT
MINUTES OF THE REGULAR MEETING
July 12, 2011

The regular meeting of the Danby Fire District was called to order by Commissioner Caveney at 7:25 pm on July 12, 2011 at the Danby Fire Station.

ATTENDANCE:

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

Officers: Deanna Bowles, Secretary / Deputy Treasurer Scott Wendt, West Danby Chief
John Gaden, Danby Chief

MINUTES:

Ralph made a motion to approve June 14, 2011 minutes. Motion seconded by Richard. Motion carried with all in favor.

COMMUNICATIONS:

The following communications were received:

Fire District Affairs, June-July issue
Refund check for \$50 from NYS Workers' Compensation Board - deposited into the savings account
Complaint of an individual smoking in the Danby Fire Station - a letter has been sent to the individual
AFDSNY registration information for The 40th Annual Mid-Year Workshop in Ellenville, NY
PERMA payroll audit - Pat will follow-up on this
NFPA membership information - available in the District Office
USG&E sales information regarding their energy supply program - determined to stay with NYSEG
NYS employers' information

TREASURER'S REPORT:

Gene made a motion, seconded by Matt to approve the treasurer's report and pay Abstract 7, claims 107-122, in the amount of \$12,623.37. Motion carried with all in favor.

COMMITTEES:

PURCHASING:

John Gaden will purchase a chain saw(s) after receiving the necessary quotations.

BUDGET:

Matt made a motion, seconded by Richard, to hold our regular meeting on Aug. 9 at 7:30 pm and the Budget meeting on Aug. 23 at 7 pm. Motion carried with all in favor.

2012 Proposed Budget will be adopted on Sep. 20, the Budget Hearing will be held Oct. 11, 2011, and the 2012 Budget will be adopted on Oct. 18, 2011.

John Gaden requested that additional funds for travel and conferences be added to the Fire Training Account.

BUILDINGS & GROUNDS:

Kenneth Thompson, 6-Town Energy Coordinator for the Small Business Energy Efficiency Program assessed both stations. Lighting improvements were recommended in the old truck bay at the Danby Fire Station and a contract presented. The project cost will be \$1,329.40 with NYSEG contribution of \$930.55 and the District contribution of \$398.85. Matt made a motion, seconded by Gene, to approve the contract with 1 payment. Motion carried with all in favor. Pat offered to submit an article for the Danby Area News to provide information to the community on this grant.

Danby Fire Station:

The fans in the old truck bay are no longer working. Pat will check with the electrical contractor for a solution.

Pat will check on replacing the boiler.

Richard made a motion, seconded by Ralph, to install mail slots in the doors to the District Office and to the Chiefs Office. Motion carried with all in favor.

Deanna will check on No Smoking/No Alcohol signs.

West Danby Fire Station:

Scott was asked to check the fuel tanks for proper labeling as to fuel type due to a recent delivery to the wrong tank. The delivery company has since removed the fuel and a credit has been received.

The members are looking into purchasing a dehumidifier(s) and replacing the furnaces.

INSURANCE:

The Accident & Sickness policy renewal application is due, which Pat will complete.

TRUCKS:

Ralph has sent RFPs for Truck Service to 5 companies. No response yet

Hose Testing, Ladder Testing, and Pump Testing are still needed. The Truck Committee consists of Richard, Scott, and John, and the secretary will give them previous contact information for these tests.

TOWN BOARD:

No report.

RECORD RETENTION:

Incident reports-to-date have been received from both stations.

Membership roster was given to the Chiefs for update.

POLICY:

Procurement Policy revision will be handled by Pat and Matt.

Training Policy is being worked on, and Matt will email copies to the Commissioners and Chiefs.

A Rope Bailout Policy is needed.

A policy for disposal of fluorescent bulbs is needed.

DANBY ADDITION:

The architect has had health issues, but expects to do a walk thru and closeout on or before July 16. Final paperwork is being submitted by the contractors.

AUDIT:

RFPs for audit will be mailed next week.

CHIEFS REPORTS:

DVFC: Monthly report for June was received. Ashley Young is now a bunker with Varna and resigned from the Danby Fire Co. George Jakubson and Sheridan Sager have submitted applications and have been approved for membership by the company. Nick Monroe has requested use of the station at 1 pm on July 14 for a memorial service. John reported the State Chiefs Show was more seminars than equipment. Another Rope Bail-Out class will be held, this time with Brooktondale, on Aug. 22 at 7 pm at the Ithaca training tower.

WDFD: Monthly reports for Feb-June were received. Travis Vredenburg submitted an application for membership and has been approved by the department.

Gene made a motion, seconded by Matt, to approve the new members contingent on physical examinations and background checks. Motion carried with all in favor.

Ralph made a motion, seconded by Richard, to approve the station usage. Motion carried with all in favor.

There was no **NEW BUSINESS**. Richard made a motion, seconded by Matt, to cancel next week's meeting. Motion carried with all in favor.

Meeting adjourned at 9: 20 pm.

Respectfully submitted,

Deanna Bowles
Secretary