

Minutes of Regular Meeting August 11, 2004

PRESENT: Commissioners Constantine, Kaplan, Murray, Nappi and Woehrle
Treasurer Luft, Attorney Hayner and Secretary Ostrander.
Also present: Chief Colvin, Assist. Chief Cottrell
Guests: Capt. Battiste, R. Tietz, T Congdon, J. Sherry, Ann Lagan, and Denise Palyo.

The meeting was called to order at 7:00 p.m. under the direction of Chairman Woehrle.

Motion/ Nappi, 2nd/ Murray: The minutes of the July 14, 2004 Regular Meeting be approved as distributed. Passed 5-0.

CORRESPONDENCE:

- Thank you note to James Vena from Linda Witkowski for his response to a fire alarm.
- Certificate of liability insurance for Town of Colonie Fire Prevention.
- Certificate of liability insurance for REMO.
- Letter from REMO congratulating the Fire District and notifying that we will be receiving a Certificate of Appreciation from the Hudson-Mohawk Regional EMS Council for 2003 EMS Agency of the Year Award. Also inviting a representative and one guest to the Regional Awards Ceremony on Monday Sept. 27, 2004 at REMO.
- Copy of a letter to GBFC from Paul Schonewolf notifying the Fire Company that he would like to change his Life membership from active to retired status.
- GBFC Fire and EMS call report for July 2004.

Guest: Denise S. Palyo, Employee Benefits Consultant from Capital Financial Group, gave a presentation on the flexible spending plan for new employees.

BILLS:

Motion/Murray, 2nd/Constantine: That Bills #2004-326 through 2004-374 totaling \$48,260.37 be paid as presented. Passed 5-0.

TREASURER'S REPORT:

- Treasurer Luft presented the Financial Report for July 2004 and explained the breakdown.
- The Nextel phone bill was discussed. Treasurer Luft went over the Nextel reimbursement procedure. He stated that in his opinion, the practice of the Fire District paying for individual's cell phones and then being reimbursed, is not legal. He said that it was like using taxpayer's money as a loan for cell phone use. The Board will collect all past due money for the Nextel bills of individuals and will investigate if there is a legal mechanism for allowing the practice to continue.

COMMITTEE REPORTS:

FINANCE: - Commissioner Kaplan reported on the cost of an audit. He recommends a full audit at a cost of \$6,000.

Motion/Kaplan, 2nd/Nappi: To appropriate \$6,000 for Wojeski & Co, to perform a full audit. Passed 5-0.

INSURANCE: - Commissioner Nappi reported that the insurance bill came for the trailer and it was \$93.00.

PUBLIC RELATIONS: No report.

APPARATUS & EQUIPMENT: Chairman Woehrle reported on the maintenance contract options for the Plymovent system at both stations. Chief Colvin said that they would perform a 20-point system check.

Motion/Murray, 2nd/Nappi: To purchase a maintenance contract at a cost of \$1,080.00 with Plymovent to service the systems at both stations. Passed 5-0.

Chairman Woehrle also reported that E-401 had to be sent for transmission repairs.

COMMUNICATIONS / INFORMATION SERVICES: No report.

EMS & EQUIPMENT: Chairman Woehrle reported that a \$96,000 Grant for EMS equipment has been applied for.

FACILITIES: Chairman Woehrle will set up a new committee meeting for a new facility in September. Date and time to be announced.

ELECTIONS: No report

PROTECTIVE GEAR & UNIFORMS: No report

SERVICE AWARDS PROGRAM: Commissioner Kaplan reported that the updated information for the 2003 SAP has been submitted.

INSPECTION & INSTALLATION: No report.

REPORT OF THE CHIEFS:

Chief Colvin: Chief Colvin reported that A-40 recently had a minor accident and hit a fire hydrant in the city during a mutual aid call. He said that it would take about \$400 to \$500 to repair the damage.

Motion/ Kaplan, 2nd/ Nappi: To authorize up to \$500 to repair Ambulance 40. Passed 5-0.

Chief Colvin reported that GBFC member Brendan Dillon has resigned from the Fire Company.

Chief Colvin also reported that a new member, Sean Whitney has been accepted into the GBFC. He has completed all of his preliminary requirements and Chief Colvin is awaiting the results of the arson background check.

Motion/Nappi, 2nd/Constantine: To add Sean Whitney to the rolls pending the receipt of a clean arson background check. Passed 5-0.

OLD BUSINESS: No Old Business

NEW BUSINESS:

Motion/ Nappi, 2nd/ Kaplan: To change the starting date of Patrick Griffiths to August 25th due to school scheduling. Passed 5-0.

Chairman Woehrle reported that the sign at the River Road station had wording that apparently offended someone. He stated that this seemed like an isolated incident. He feels that the sign has been good so far and does not see a need to change the way it is handled at this time.

Attorney Hayner reported on the Deferred Compensation program regulations requiring an audit. He recommends rolling it into the audit that we are having done.

Press releases: Attorney Hayner recommends changing some of the language in the current handbook.

Motion/ Constantine, 2nd/ Murray: To adopt the new language for communicating with the media as outlined by Attorney Hayner into the District Rules and Regulations. Passed 5-0.

The District Secretary will send a copy to the GBFC.

Chairman Woehrle received a quote for \$440 to letter the new Fire Prevention Trailer.

Motion/ Nappi, 2nd/ Constantine: To letter the new Fire Prevention Trailer at a cost of \$440. Passed 5-0.

PRIVILEGE OF THE FLOOR:

Chief Cottrell asked the Board if Patrick Griffiths could use his own vehicle to travel to fire school and get gasoline reimbursement rather than tie up a chief's car. Chairman Woehrle said that he spoke with Patrick Griffiths and he would like a district vehicle for at least the first part of the course.

R. Tietz asked the Board if Truck 405 would be equipped with winter tires. R. Tietz also asked the Board to provide flip up shields for the protective eye gear instead of the goggles that are currently provided.

Motion/ Constantine, 2nd/ Kaplan: To adjourn to executive session to discuss personnel matters at 8:23 PM.

Chairman Woehrle returned the meeting to Regular Session at 9:17 p.m. .

Chairman Woehrle set September 7th at 7:00 PM for the next budget workshop.

Motion/ Kaplan, 2nd/ Nappi: To appoint Anne Lagan as District Treasurer effective September 1, 2004. Passed 5-0.

Motion/ Kaplan, 2nd/ Nappi: To elect the flexible spending plan for insurance premium only. Passed 5-0.

The District Secretary is to notify Patrick Griffiths to contact Denise Palyo regarding flexible spending.

Motion/Nappi, 2nd/Constantine: To adjourn at 9:23 p.m.

➤ **The next Regular Meeting is scheduled for Wednesday, September 8, 2004, at 7:00 p.m.**

Respectfully submitted,

John E. Ostrander III
Fire District Secretary