

JONESVILLE FIRE DISTRICT
Board of Fire Commissioners Meeting
Station #1

Date: March 13, 2018

Time: 7:00 p.m.

Present: Commissioners Byrnes, Ford, Miller, Murphy, and Tobin; B. Parseghian, Treasurer; B. Adams, Purchasing Director; and Chief P. Champagne.

Guests: Bob Fox

Commissioner Tobin called the meeting to order at 7:03 p.m.

OPEN TO THE PUBLIC:

No one came forward to speak.

INVITED GUESTS:

None.

MEMBERSHIP:

No new applications.

MINUTES:

18.03.13.073 Commissioner Byrnes moved, and Commissioner Ford seconded the motion, to approve the Board Meeting Minutes of February 14, 2018.

APPROVED.

18.03.13.074 Commissioner Ford moved, and Commissioner Byrnes seconded the motion to approve the corrected Board Meeting Minutes of November 14, 2017.

APPROVED.

DISTRICT MANAGER'S REPORT:

Discussion:

- Breann commented that qualifying lists for the 2017 LOSAP were posted at both stations on February 13, 2018, and that she was not aware of any questions or concerns. Bob Fox acknowledged the same. Breann provided the Board of Fire Commissioners with the LOSAP documents for signature.

- Commissioner Tobin inquired about the FOIL request at 70 Michelle Dr. Breann commented she would confirm and follow-up.

18.03.13.075 Commissioner Byrnes moved, and Commissioner Murphy seconded the motion, to accept the District Manager's Report. **APPROVED.**

TREASURER'S REPORT:

Discussion:

- Breann commented that the invoice for the emergency repair to the rooftop air handler system was received and asked if the Board would like to use the encumbered funds from 2017 or the Repair Reserve Fund (previously approved in October 2017). Discussion followed and the consensus was to use the encumbered funds.
- Breann requested to attend the 2018 Chief's Show and for all expenses (including registration fees, travel, and lodging) from June 14th until June 16th. A brief discussion followed with the consensus to table this until next meeting.
- Breann commented that the Round Lake Fire Department would like to change their request for use of the Training Room for their annual dinner (previously approved for April 10th) to April 3, 2018. Additionally, Round Lake Fire Department requested to serve wine and/or beer at the event.

18.03.13.076 Commissioner Miller moved, and Commissioner Tobin seconded the motion, to pay the invoice for the rooftop air handler system with the 2017 encumbered funds rather than the Repair Reserve Fund. **APPROVED.**

18.03.13.077 Commissioner Miller moved, and Commissioner Tobin seconded the motion, to approve the use of the Training Room by Round Lake Fire Department on April 3, 2018, for their annual department dinner, and for wine and/or beer to be served. **APPROVED.**

18.03.13.078 Commissioner Miller moved, and Commissioner Tobin seconded the motion, to approve the Treasurer's Report. **APPROVED.**

PURCHASING DIRECTOR'S REPORT:

Discussion:

- A discussion was held on the thermostat in the Training Room, with the consensus to follow Eastern's recommendation to move the control features from the wall unit in the ceiling to the wall and act as a programmable thermostat.
- Bill commented that the goose neck air intake on the roof of Station #1 will be changed out. Eastern will change out the air intake, at no charge, for a mushroom-style cap. A brief discussion followed with the consensus to move forward with the mushroom-style cap from Eastern.

- Bill commented that the annual service for the station generator PMs is up for renewal and recommended the District consider Duff's Power Equipment Service.

18.03.13.079 Commissioner Miller moved, and Commissioner Tobin seconded the motion, to move forward with station generator PMs from Duff's Power Equipment Service, contingent upon positive references from other Fire Districts. **APPROVED.**

18.03.13.080 Commissioner Miller moved, and Commissioner Murphy seconded the motion, to approve the Purchasing Director's Report. **APPROVED.**

CLAIMS:

18.03.13.081 Commissioner Miller moved, and Commissioner Murphy seconded the motion, to approve payment of the claims: 018108-018160.

CHIEF'S REPORT:

Discussion:

- A discussion was held on training requests.

18.03.13.082 Commissioner Ford moved, and Commissioner Tobin seconded the motion, to approve the attendance of B. Fox, R. Craver, and M. Murphy to attend the 2018 EMS Education Day being held at Albany Medical Center on May 18, 2018, at a cost of \$25.00. **APPROVED.**

18.03.13.083 Commissioner Ford moved, and Commissioner Tobin seconded the motion, to approve the attendance of M. Cecilione and R. Craver to attend the BLS Narcan Training on March 21, 2018, at REMO. **APPROVED.**

18.03.13.084 Commissioner Ford moved, and Commissioner Tobin seconded the motion, to approve the attendance of B. Fox at the Safety Officer course being offered in Montgomery County beginning March 12, 2018. **APPROVED.**

18.03.13.085 Commissioner Ford moved, and Commissioner Tobin seconded the motion, to approve the attendance of Chief Champagne at the Water Rescuse Awareness Level Course at the Hillcrest Fire Department on March 22, 2018. **APPROVED.**

18.03.13.086 Commissioner Ford moved, and Commissioner Tobin seconded the motion, to approve the attendance of G. Braglia at the Chief's Show for the full conference and stay at the hotel; no hands-on classes. **APPROVED.**

18.03.13.087 Commissioner Ford moved, and Commissioner Tobin seconded the motion, to approve the attendance of D. Lyons, J. Bruns, M. Cecilione, L. Casper, P. Dell'Anno, J. Beach, D. Stores, C. Fox, G. Frey, and B. Boss to attend the Pump

Operators course at Jonesville Station #1 beginning April 16, 2018.
APPROVED.

18.03.13.088 Commissioner Ford moved, and Commissioner Tobin seconded the motion, to approve day passes for the Chief's Show to be used upon request by any member wishing to attend. **APPROVED.**

18.03.13.089 Commissioner Ford moved, and Commissioner Tobin seconded the motion, to approve the attendance of Chief Champagne to attend the Autism Awareness Training at Shaker Road Loudonville Fire Department on April 20, 2018.
APPROVED.

18.03.13.090 Commissioner Ford moved, and Commissioner Tobin seconded the motion, to approve the attendance of J. Miller at the K9 Tracking & Trailing Seminar sponsored by the Albany County Sheriff on April 26 and 27, at a cost of \$250.
APPROVED

YES: Commissioners Byrnes, Ford, Murphy, and Tobin
ABSTAINED: Commissioner Miller

18.03.13.091 Commissioner Ford moved, and Commissioner Tobin seconded the motion, to approve B. Westlake to resume the Interior Firefighting Operations course that takes place on May 1st at West Crescent. **APPROVED.**

18.03.13.092 Commissioner Ford moved, and Commissioner Tobin seconded the motion, to approve the request to take E371 to the National Night Out at the Clifton Commons on Tuesday, August 7, 2018, at 5:00 p.m. **APPROVED.**

18.03.13.093 Commissioner Miller moved, and Commissioner Murphy seconded the motion, to approve the \$1,000 costs to complete the CPAP training through Rebus Consulting. **APPROVED.**

18.03.13.094 Commissioner Tobin moved, and Commissioner Ford seconded the motion, to approve the Chief's Report. **APPROVED.**

COMMITTEE REPORTS:

Apparatus:

- A discussion on the purchase of two Chevrolet Suburbans, with necessary additions and upgrades, took place with the consensus to move forward with the purchase of the two vehicles on NYS Contract. Commissioner Tobin asked Chief Champagne to put together a committee to review the necessary additions/upgrades and report back to the Board.
- A discussion on the replacement of the Rehab vehicle took place, and several options were presented. Commissioner Tobin commented that there are still many outstanding questions with regards to the use of the vehicle by Saratoga County. The consensus was made to table the discussion and for Chief Champagne to follow-up with Saratoga County on the unanswered questions.

- A brief discussion was held on the need to look at the engines over the next few months.

18.03.13.095 Commissioner Miller moved, and Commissioner Byrnes seconded the motion, to purchase two white Chevrolet Suburbans, at cost not to exceed \$84,362.34, on NYS OSG Contract with funds to be paid from the Apparatus Reserve Fund.

APPROVED.

Audit/Budget/Insurance/Training/Safety& Communication:

No report.

Buildings & Grounds:

- A brief discussion was held on the heater at Station #2. The manufacturer has been notified of the problem but is having difficulty getting on the roof due to the weather conditions. Once the weather improves, the manufacturer will look at the issue.
- Commissioner Ford thanked Bill Adams for his work at getting a new elliptical machine in the Fitness Room at Station #2.
- Commissioner Miller commented that the bay doors at Station #2 are still going up and down, and that we are using process of elimination to determine the issue.
- Commissioner Miller commented that he would like an email sent noting that due to construction starting on the property surrounding Station #2, there may be companies parked at the Station and on the grounds over the next 30 to 60 days. He also noted that the property under construction is no longer owned by Jonesville Fire District and that all questions should be directed to the Town of Clifton Park. Commissioner Tobin commented he would draft an email.
- Commissioner Tobin recommended the safety light at Station #2 be used. Commissioner Miller suggested we contact the Department of Transportation for a second controller and recognized there may be a cost associated with this.

Capital:

No report.

Equipment:

No report.

Personnel:

No report.

Bill Adams and Bob Fox exit the meeting.

18.03.13.096 Commissioner Miller moved, and Commissioner Tobin seconded, the motion to enter into Executive Session at 8:02 p.m. to discuss a personnel issue.

18.03.13.097 Commissioner Miller moved, and Commissioner Byrnes seconded, the motion to exit Executive Session at 8:24 p.m.

No action taken.

Bill Adams reenters the meeting.

Old Business:

- A brief discussion was held on the proposal for the AV system in the Training Room. The original proposal, approved in 2017, included a new projector Station #1, which has not yet been purchased. The consensus was to purchase the projector, and other materials, at a cost of approximately \$8,000 - \$10,000, using funds from the 2018 budget. No additional resolution was needed as the original resolution for the purchase was made in 2017.
- Breann provided an update on the budget spending to date.

New Business:

No report.

Commissioner Byrnes moved, and Commissioner Murphy seconded the motion, to adjourn the meeting at 8:43 p.m.

Next Board Meeting:

April 10, 2018 7:00 p.m. Station #1

Note: All motions unanimously passed unless otherwise noted.

Respectfully submitted,

Breann A. Parseghian

Treasurer/Secretary