

**PRELIMINARY  
MINUTES OF THE REGULAR MEETING  
June 15, 2010**

The regular meeting of the Danby Fire District was called to order by Commissioner Caveney at 7:36 PM June 15, 2010 at the West Danby Fire Station.

**ATTENDANCE:**

Members:       Ralph Bowles  
                  Pat Caveney  
                  Matt Cooper  
                  Wayne Holden

Absent:           Richard Oltz

Non-members:   Judd Leonard, Treasurer                   John Gaden, Danby Chief  
                  Deanna Bowles, Secretary               Scott Wendt, West Danby Chief

**MINUTES:**

Wayne made a motion, seconded by Ralph, to approve the minutes as amended. Motion carried with all in favor. Under New Business, "Overhead doors" was amended to "Old surplus overhead doors", and added to "10 District email addresses, was "at a cost of \$45.00 per year".

**COMMUNICATIONS:**

The following communication was received:

Email from Tod Sukontarak thanking Commissioners for allowing him to attend Fire 2010. He attended "Fire Attack Tactics & Survival – Making Safe & Effective Tactical Decisions", "Building Construction & Risk Management for the Company & Command Officer", "The FAST Team: Who's Coming For You", and "Leadership for the First Line Supervisor". He encourages any of the District firefighters to attend next year. The main point he came away with is there is a trend of less fire calls each year giving our firefighters fewer opportunities for practical experience with more potential harm when they do get the opportunity. In light of less experience, more training is needed. Tod also applauds the Commissioners for developing the new District training policy.

**COMMITTEES:**

**PURCHASING:**

Scott will purchase 5 headsets for radios on 3 trucks in West Danby and 2 trucks in Danby. He has the following quotes: Midstate \$385.50 per headset, and David Clark \$510 per headset. He will order from Midstate and the purchase will be within the Chiefs' budgets. He is also obtaining quotes for an AED for each WDFD truck.

**BUILDINGS & GROUNDS:**

There is a request for a Farmers' Market at the Danby Fire Station. More information, in writing, is needed before approval, including a contact name and phone number, the name of the person in charge, a liability insurance certificate showing the Danby Fire District and the Danby Volunteer Fire Company as additional insured, days and hours of use, and what part of the facility they will be using.

Flooring repair is still pending at WDFD.

WDFD obtained a building permit for a BBQ pit to the north of the station. Union labor will be donated August 14<sup>th</sup> for construction.

**INSURANCE:**

No report.

**TRUCKS:**

No report.

**TOWN BOARD:**

No report.

**RECORD RETENTION:**

An application was approved for the LENS Program.

Chiefs were reminded to submit incident reports to the District office.

**POLICY:**

No report.

**DANBY ADDITION:**

Richard agreed to have the stoves in their proper place and position prior to the ansul installation. Stainless steel panels will be installed by Ralph and Pat behind the stoves. A free-standing sink has been approved. Existing cabinets need to be installed in the kitchen by members. Ready room cabinets and sink need installation. Painting the rooms in the truck bays needs to be done by members.

Bollards were discussed and it was agreed to eliminate the bollards in front of the main entrance.

Midstate quoted approx \$2200 to relocate the radios. Another quote is pending.

**AUDIT:**

The final audit report has not been received.

**CHIEFS REPORTS:**

DVFC: A written report for May was received. Station usage was requested for July 17 from 1-7 for a graduation party. John will be meeting with Lee Shurtleff regarding the Emergency Response Plan necessary for PESH compliance.

WDFD: A written report for May was received. Exterior doors will be painted. A spec kit was given to Scott for Tony Carlisle.

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

Ralph will obtain quotes for hose testing, pump testing and ladder testing to be scheduled for August and September. This testing is required yearly.

**OLD BUSINESS:**

WDFD has an EVOC Course scheduled for July 31. The course requires a minimum of 20 people, and will be offered to the county.

Medical exam sign-up sheets for June 28 are needed back by Monday June 21. WDFD has completed theirs, and DVFC is working on theirs.

Legislation to change Rope Rescue Policy requirements in New York State is pending. The required Risk Assessment for the Rope Rescue Policy has been completed by the District.

**NEW BUSINESS:**

The treasurer's desk top computer is locked up. The computer was estimated to be 7 years old. Pat made a motion, seconded by Wayne, to approve up to \$750 for the purchase of a new computer for the treasurer. Motion carried with all in favor.

**TREASURER'S REPORT:**

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

Abstract 6A Capital Fund, claim 37 in the amount of \$7920.00 was audited and the treasurer was directed to pay the bill.

Abstract 6 General Fund, claims 111 and 129 though 134 in the amount of \$1971.88 were audited and the treasurer was directed to pay the bills.

Meeting adjourned at 9:48 PM.

Respectfully submitted,

Deanna Bowles  
Secretary