

**DRAFT**  
**MINUTES OF THE REGULAR MEETING**  
February 15, 2011

The regular meeting of the Danby Fire District was called to order by Commissioner Caveney at 7:30 pm on February 15, 2011 at the West Danby Fire Station.

**ATTENDANCE:**

Commissioners: Ralph Bowles  
Pat Caveney  
Matt Cooper  
Richard H. Oltz

Absent: Gene Beavers

Officers: Deanna Bowles, Secretary / Deputy Treasurer      John Gaden, Danby Chief  
John Smith, West Danby Asst. Chief

**MINUTES:**

Richard made a motion, seconded by Matt, to approve the February 8, 2011 minutes as corrected. Due to a claim on the wrong abstract, the Treasurer's report was corrected to read: "Abstract 2 Construction Fund claims 3-4 in the amount of \$37.41 were audited and the Deputy Treasurer was directed to pay the bills. Abstract 2 General Fund claims 13-21 in the amount of \$8503.16 were audited and the Deputy Treasurer was directed to pay the bills". There was no change in the total amount of the abstracts with this correction. Motion carried with all in favor.

**APPROVAL OF BILLS:**

Abstract 2 General Fund claims 22-28 in the amount of \$6744.45 were audited and the deputy treasurer was directed to pay the bills.

**TREASURER'S REPORT:**

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

**COMMUNICATIONS:**

The following communications were received:

Fire alarm quotes for West Danby from Simplex Grinnell at \$378 + \$550 installation and Fire Detection Systems at \$300 + \$500 installation. Pat made a motion, seconded by Richard, to award the alarm system monitoring to low bid by Fire Detection Systems at a cost of \$300 per year plus \$500 installation charge. Motion carried with all in favor. Pat will check whether any future service was paid for in advance to Simplex Grinnell.

Quotes for overhead door remotes for Danby from Wayne Dalton of Syracuse at \$725 and Michael Simmons Mobile Radio Repairs & Installation at \$650. Richard made a motion, seconded by Ralph, to approve the low quote from Michael Simmons at a cost of \$650. Motion carried with all in favor.

Requests from John Smith to attend an EMT Refresher Course at Montour Falls Academy, NYSAFC 105<sup>th</sup> Annual Conference at the Turning Stone Resort in Verona, NY, and a NIMS I-700.a, I-100.a, and I-200.a Train the Trainer at New Hartford, NY. See New Business.

**COMMITTEES:**

**PURCHASING:**

Computer quotes are still pending while the deputy treasurer reviews the equipment returned by the past treasurer.

Past Commissioner Holden returned all files kept at his home to the district office.

Danby will be purchasing safety vests, flashlights, traffic control signs and extension cords.

West Danby is requesting bids for a TIC and steamers to storz (hydrant) adapters.

#### **BUILDINGS & GROUNDS:**

Danby water softener can be repaired anytime.

Pat will follow-up on the fire alarm system.

West Danby furnaces were not working recently due to lack of service. Matt will request bids for annual service. HSC, Earhart, Andree, and Climate Control were suggested contacts.

#### **INSURANCE:**

Property and Casualty Insurance is now in place.

#### **TRUCKS:**

443 had a back feed problem solved at Admiral Specialty Vehicles by adding a diode.

442 will be taken to Lane's Automotive to have the defroster fixed.

#### **TOWN BOARD:**

No Report

#### **RECORD RETENTION:**

No computer inventory information has been received.

#### **POLICY:**

Matt reported that both the Driver Training Policy and the Training Policy are being worked on.

John Gaden reported that Danby is planning to review the District Policy Manual as a training session.

Pat presented a Preliminary Training & Conference Travel Requests/Funding of Training Programs Policy, which was discussed. Pat will make changes as a result of the discussion and present it at a later date.

Discussion held on NFPA membership and printed standards vs subscription. Annual membership is \$150 and a subscription is \$810. Matt offered to investigate further. Matt made a motion to approve a resolution to move \$1000 budgeted for Workers Comp. Insurance to Publications. Motion was seconded by Pat and carried with all in favor.

#### **DANBY ADDITION:**

The heating system is being balanced, electrical circuits are being identified, and the hose bib on the southeast corner of the building is still leaking.

#### **AUDIT:**

The meeting with auditors by Pat and Dee went well. Inventory information, including make, model, and cost, for the TIC and SCBA is still needed.

**CHIEFS REPORTS:**

DVFC: A written report for January was received.

Due to an apparent lack of interest from probationary member Cosmo Alpern, membership was not approved by the company, and he will be notified by the company to return all district property.

Sarah Wyatt has requested permission to take an EMT Course at Montour Falls Fire Academy. Sarah Wyatt and Simon Wyatt have requested permission to take an SCBA Refresher Class. Ralph made a motion to approve the course and class. Motion seconded by Richard. Motion carried with all in favor.

WDFD: No Report

**OLD BUSINESS:**

Bank of America signature cards have not been signed by the deputy treasurer. Arrangements will be made to sign them.

**NEW BUSINESS:**

Richard made a motion, seconded by Matt, to approve the requested courses for John Smith. Motion carried with all in favor.

Meeting adjourned at 9:40 pm.

Respectfully submitted,

Deanna Bowles  
Secretary