

DRAFT
MINUTES OF THE REGULAR MEETING
June 14, 2011

Prior to the regular meeting, an interview for the position of District Treasurer was conducted by Commissioners Caveney, Bowles, Cooper, and Oltz starting at 6:45 pm on June 14, 2011 at the West Danby Fire Station.

Immediately following the interview process, the regular meeting of the Danby Fire District was called to order by Commissioner Caveney at 7:30 pm.

ATTENDANCE:

Commissioners: Ralph Bowles
Pat Caveney
Matt Cooper
Richard Oltz

Absent: Gene Beavers

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

MINUTES:

Ralph made a motion to approve May 17, 2011 minutes, seconded by Matt. Motion carried with all in favor.

COMMUNICATIONS:

The following communications were received:

West Danby Water District Quality Report 2010
2010 Financial Report from CDLM. Copies were given to the Commissioners and Chiefs. A copy will be delivered to the Town Hall, and one will be emailed for the Town of Danby website.
PERMA Annual Member Questionnaire, which Pat will follow-up on
Sign-up sheets for Occustar physicals were requested from Occustar.

TREASURER'S REPORT:

Richard made a motion, seconded by Ralph, to approve the treasurer's report and to pay Abstract 6 General Fund claims 94-106 in the amount of \$9898.38. Motion carried with all in favor. The administrator for the VISA account is now the Deputy Treasurer.

COMMITTEES:

PURCHASING:

No report.

BUILDINGS & GROUNDS:

Danby water softener is working.

An Energy Coordinator from the US Government offered to review the fire stations to perhaps save energy. Matt will meet with him to review the West Danby Fire Station, and Pat will meet with him to review the Danby Fire Station.

INSURANCE:

2 claims have been filed for minor injuries.

TRUCKS:

Ralph is preparing RFPs for truck service.

A new tire was put on 1441 by Lane's Automotive.

442 is at Wayne Pruitts for rear brakes.

TOWN BOARD:

No report.

RECORDS:

A new laptop was purchased for the District.

A computer inventory form was given to the Chiefs to be filled out and returned.

Chiefs were reminded that Incident Reports are due.

POLICY:

Matt left the meeting early due to family responsibilities. Therefore there was no report on Driver Training Policy.

Pat is working on the Training/Conference Travel Policy.

The Code of Ethics Policy revision is waiting for input from Attorney Mark Butler.

BUILDING ADDITION:

Electrical - circuit identification is being worked on by Pat Caveney and John Smith. The front entrance light will be replaced or rebuilt due to sporadic operation.

Plumbing - Hose bib no longer leaks.

GC - To stop the seepage, the blocks on the south wall have been sealed with a waterproof coating , and the seam between the metal building and the flashing has been caulked. The staff office window was reported to be leaking.

Remote controls for the overhead doors have been installed and are operational.

The Architect Closeout is still needed.

Mail slots in the office doors were discussed with a quote of less than \$100 each. Deanna will check with Sue Beeners regarding any fire code that may be applicable.

Exit signs need to be completed.

Storage room needs to be organized.

AUDIT:

An RFP for 2011 is being prepared.

CHIEFS' REPORTS:

DVFC: John Gaden submitted a written request to attend the NYS Chiefs Show on June 18, 2011 with travel and meal expenses. Linda and Sarah Wyatt requested permission to attend EMS seminars at the NYS Chiefs Show with no expenses. Richard made a motion, seconded by Ralph, to approve requests pending written requests are received before the show. Motion carried with all in favor.

Requests for station usage included: Danby Democratic Committee changed their request from August 2 to August 11; Oltz family for July 3; Flashing Feathers for July 7, Aug. 4, and Sep. 1 from 7pm-10 pm; and a shower on July 26. Richard made a motion, seconded by Pat, to approve the station usage. Motion carried with all in favor.

Written reports for April and May were received.

WDFD: Scott Wendt, Tony Carlisle, and Ken VanEtten submitted written requests to attend the NYS Chiefs Show on June 18, 2011 with travel and meal expenses. Richard made a motion, seconded by Ralph, to approve the requests. Motion carried with all in favor.

The dialer for fire suppression malfunctioned and has been fixed.

No written report was received.

Bailout rope training will be June 16 for both fire companies. A few members are unable to attend and John will check for a make-up class.

NEW BUSINESS:

Paving at the Danby Fire Station was discussed.

There will be no meeting on June 21. The next regular meeting will be July 12, 2011.

Meeting adjourned at 9:20 pm.

Respectfully submitted,

Deanna Bowles
Secretary