

MINUTES OF THE REGULAR MEETING

March 8, 2016

Commissioner Westmiller called the regular meeting to order at 7:16 p.m. at the Danby Fire Station.

ATTENDANCE:

Commissioners: Katherine Anderson
Joe Freedman
Wayne Westmiller

Absent: Kevin Faehndrich
Edward Kokkelenberg

Officers: Sharon Gaden, Secretary, Deputy Treasurer
John Gaden, Danby Fire Chief
Scott Wendt, West Danby Fire Chief

Absent: Deanna Bowles, Treasurer

MINUTES: Minutes for February 9, 2016 minutes were approved and e-mailed to Town Clerk and Town website webmaster.

APPROVAL OF BILLS:

Commissioner Freedman moved to pay the vouchers as audited and approved on Operating Account Abstract 3 claims 36-59 in the amount of \$64,228.14. Motion seconded by Commissioner Anderson. Motion carried with all in favor.

TREASURER'S REPORT:

- VISA & Staples cards ordered for Secretary
- 1015 AUD submitted to OSC, Town of Danby and copied to Commissioners on 2/19/16
- Tax levy received on 2/9/16, deposited into savings on 02/10/16
- Triad Foundation grant check received 03/03/16 and deposited into savings on 03/05/16
- Received draft copy of the Danby Fire District Audit and copied to Commissioners on 03/08/16
- Management Representation Letter – needs date filled in on first page and to be signed
- Bridge Letter from Inero & Co. – needs to be signed

Commissioner Westmiller moved to accept the Treasurer's Report. Motion seconded by Commissioner Anderson. Motion carried with all in favor.

COMMUNICATIONS:

- Fire District Affairs – February/March Edition received.
- Original Affidavit of Publication of the Bond vote on 01/06/16 and the Estoppel Certificate Publication on 02/05/16 from Attorney Butler was received.
- Arson checks on new members received from Tompkins County Sheriff
- Time Warner Business Class announcement regarding service update
- Association of Fire Districts Spring Workshops and annual Meeting for Commissioners; Secretaries and Treasurers
- 4Guys fully executed Agreement of Sale; Performance Bond; Power of Attorney; and Certificate of Liability Insurance
- Perma 2016 Annual Conference May 26 & 27 Collectively Managing Worker's Comp
- Intuit QuickBooks updated Labor laws posters arrived and were posted
- Letter from McNeil & Co. regarding claimant J. Gaden

- Fully executed proposal received from Emergency Vehicle Response in regard to Apparatus Study
- Tompkins Trust Company card for Secretary received
- Insurance cards for all vehicles were received
- March Danby Area News
- Tompkins County Health Department – new document replacing Direct Billing Application
- BioServ and Shred Smart – introducing their services
- Triad Foundation letter with check
- U.S. Census Bureau – requesting us to complete a survey online by April 29, 2016

CHIEF'S REPORTS:

DVFC:

- Written report for February was received
- Written corrected report for December was received (number of calls corrected)
- Chief Gaden reported the County is putting Mobile Data Terminals in one vehicle per Company. It will give the Companies access to mapping, premises information, and pre-plans for buildings, if available. They will require air cards, which are approximately \$40.00/month. For both stations it would be \$80/month. Will need to set up account at Verizon for air cards after the units are installed, should ask for Kelly who specializes in governmental accounts. Discussion held.
- Chiefs Gaden and Wendt met with the representative from ISO, it will take approximately 6 months before the written report is received. Discussion held.

WDFC:

- No written report for February was received
- Chief Wendt submitted proof of Liability insurance for the Girl Scout troop who uses the fire station
- Fire training certificates were received for members N. Dyson-Hudson and R. McCray

COMMITTEES:

PURCHASING:

- Chiefs Gaden and Wendt reported they met and obtained 3 price quotes for hose and nozzles. Hose and Nozzles have been ordered.
- Chief Wendt requested permission to purchase a new laptop. Discussion held. Treasurer Bowles will be asked to assist in the purchase of a laptop.

BUILDINGS/GROUNDS:

- Due to the weather the Food Bank held their monthly food give away here. Chief Gaden did discuss issue with parking with one of the Food Bank's volunteers. Discussion held.
- Chief Gaden reported the electrician will replace the motion sensor on the light on the front of the building, it is still covered under warranty.
- Chief Gaden reported he needs to call ACME Pest Control and also Climate Control
- Chief Wendt reported the new furnace is working well and quotes are still needed for repair of the floors.
- Requests for lawn mowing proposals will be sent out and bids will be opened April 12, 2016.

GRANTS:

- Equipment and Apparatus Study:
 - Chief Wendt is going to contact DOT State Trooper Emery and see if there is a way the State's mobile weights could be used to weigh the fire trucks, this is something Emergency Vehicle Response requesting.
 - The Commissioners will work to assist the representative in touring the District and stations until Chief Gaden and Chief Wendt are available. Discussion held.
 - The District was awarded and did receive a \$6,000.00 grant from the Triad Foundation to help with cost of this study.

- Engage Cornell:
 - Commissioners Anderson reported that our project did not get chosen.
- TTC grant (sign):
 - Commissioner Anderson reported a decision will be made soon on whether we will get a grant to help with the cost of having a Fire District/Fire Company sign placed at 1780 Danby Road. She has also contacted True Insurance in regard to assistance in offsetting the cost of a new sign.
 - Commissioner Anderson has received one (1) bid from Stewart Signs for \$13,982.00 for a 4x8 digital sign.
 - Commissioners Westmiller and Freedman will discuss status with Community Council
- 2014 AFG
 - Chiefs Gaden and Wendt have purchased hose and nozzles for the 2014 micro grant.
- AFG 2015 regarding Brush / Quick Response: No report.
- AFG Micro 2015 regarding Radios: No report
- Tompkins County Soil and Water regarding Dry Hydrants: No report
- SAFER Grant 2016:
 - Commissioners Anderson reported that it was not feasible to try to write a grant before the deadline. Commissioners Anderson, Kokkelenberg and Faehndrich will begin working on SAFER Grant 2017 in the Summer of 2016.

Commissioner Anderson reported she and Commissioner Kokkelenberg have a list of 4 potential grant writers. She asked the Chiefs to work on a list of potential needs and to prioritize needs and put prices on the list too.

INSURANCE:

- Commissioner Freedman explained the change in the 2016 premium. Discussion held.

TRUCKS:

- Chief Wendt reported the manifold was installed on 1441 (brushtruck). Brush fires have started in neighboring towns. Brush ban goes into effect 03/15/16.
- Chief Gaden reported he received a telephone call from 4Guys, the cab and chassis has been ordered, paint scheme has been chosen, may be ready for inspection early Summer. One change was made in regard to lowering the front axle and decreasing the tire size, these changes may reduce the cost of the vehicle.

TOWN BOARD: No Report

RECORDS:

- Secretary and Treasurer inventoried the safety deposit box at Tompkins Trust Company

POLICY:

- Discussion held on the need to amend Section 17 – Firefighter Life Insurance Policy.

Commissioner Freedman made a motion to adopt the amended policy removing the probationary membership paragraph. Motion seconded by Commissioner Westmiller. Motion carried with all in favor.

MEMBERSHIP/TRAINING: No Report

LONG RANGE PLAN: No Report

BUDGET:

- Commissioner Westmiller reminded everyone that the 3rd Tuesday of every month, starting in April, will primarily be to work on the budget and the Chiefs should start to develop their lists of 2017 equipment

OLD BUSINESS:

- Chief Gaden reported the Danby Volunteer Fire Company may hold a chicken barbecue on April 23rd in connection with Recruit New York.

- EMS vehicle at Cornell has not yet been placed for auction.
- Organization chart handed out

NEW BUSINESS:

- No meeting is necessary on March 15, 2016. The Secretary will make the necessary notifications.

Meeting adjourned at 9:05 p.m.

Sharon Gaden
Secretary