

STAMFORD JOINT FIRE DISTRICT

Minutes

January 9, 2018

The Organizational meeting was called to order at 6:55p.m. by District Secretary Ellen Kennedy and the Pledge of Allegiance was recited.

Present were: Lucy Chichester, Deidra Hill, Ellen Kennedy, Dusty King, Pete Pioppo, Tim Powell, Patricia Powell-Wagner and Bill Sharick.

Ellen Kennedy asked for nominations for Chairman. Tim Powell was nominated – 1st motion by Bill Sharick, 2nd motion by Dusty King.

Chairman Tim Powell appointed Bill Sharick as Vice Chairman.

The following recommendations were made for 2018:

1. Bill Young and Terry Hannigan as attorneys.
2. The Mountain Eagle & Schoharie News as the official newspaper, with The Daily Star as the secondary newspaper.
3. Wayne Bank and The Bank of Greene County as official banks for depository of funds.
4. Regular monthly meetings to be held the second Tuesday of each month at 7:00p.m.
5. Lucille Chichester appointed District Treasurer with salary set at \$7,200.
6. Ellen Kennedy appointed District Secretary with salary set at \$3,600.
7. Approval of membership in the Association of Fire Districts of the State of New York.
8. Mileage rate to be set at .545 (IRS rate)

BE IT RESOLVED that the above recommendations be adopted for 2018 and to continue with current investment, purchase, conference and travel policies. 1st motion by Dusty King, 2nd motion by Pete Pioppo – none opposed.

Oaths of Office were administered to Deidra Hill, Dusty King and Peter Pioppo, as well as Lucille Chichester and Ellen Kennedy.

Meeting adjourned at 7:05p.m.

The regular monthly meeting of the Board of Commissioners of the Stamford Joint Fire District was called to order at 7:05p.m. by Chairman Tim Powell.

Present were: Lucy Chichester, Deidra Hill, Ellen Kennedy, Dusty King, Pete Pioppo, Tim Powell, Patricia Powell-Wagner, Bill Sharick. Fire Chief AJ Vamosy (came later).

The Minutes from the December meeting were read and approved – 1st motion by Bill Sharick, 2nd motion by Dusty King – none opposed.

Reports / Requests from Fire Department Chiefs

At this time, no Chiefs were present.

Presentation of Bills

<u>Vendor</u>	<u>Amount</u>
AFDSNY	\$500.00
Airgas	\$339.50
Donald Stone	\$390.00
Greenbriar Construction	\$250.00
Karl W. Reynard	\$3,044.00
King Electric	\$2,913.81
Moore Medical	\$288.64
Muthig's Plumbing & Heating	\$590.00
Muthig's Plumning & Heating	\$170.00
New Egg	\$539.99
Norton	\$75.99
NYSEG	\$538.46
NYSIF	\$4,999.75
Office Max	\$505.77
SFD	\$375.00
SFD	\$3,600.00
Supply House	\$77.66
Verizon	\$181.91
Village of Stamford	\$42.50
WEX Bank	\$813.23
	<u>\$20,236.21</u>

Discussion about one of the bills and that sales tax was charged. Lucy Chichester will pay the bill – less the sales tax – and include our tax exempt form

Discussion that if any vouchers were missing, that they be secured.

Motion made to pay the bills – 1st motion by Pete Pioppo, 2nd motion by Dusty King – none opposed.

Treasurer's Report

Checking Account	\$ 1,184.61
General Fund Account	\$ 41,146.76
Apparatus Reserve	\$ 26,064.28
Repair Reserve	\$ 14,959.91

It was noted that \$25,000 was put in Apparatus Reserve.

It was noted that \$38,200 is encumbered (\$10,000 for 2762, \$7,500 for new equipment, \$20,000 for new gear, \$700 for tires).

Discussion that the bill for new turnout gear should not arrive before most/all of the tax monies are received.

Commissioners reviewed and approved the check book.

Reports / Requests from Fire Department Chiefs (cont'd)

Chief AJ Vamosy requested to purchase another set of turnout gear for 1st Assistant Chief Don VanEtten. His gear was chewed by mice. Discussion to send it out for evaluation and repair – then can be re-purposed and Don VanEtten would get a new set. 1st motion by Pete Pioppo, 2nd motion by Dusty King – none opposed.

Bill Sharick brought up that we have a lot of gear that is available. Discussion that Don VanEtten is a Chief and interior firefighter so his gear needs to be safe. Discussion that gear was last purchased in 2011 and then in 2015.

Chief AJ Vamosy would like to replace gloves (10 sets @ \$75-\$85 per set), Minitor V batteries and hoods. Discussion to check with River Valley or Tri-County or Pittsfield for the batteries. Bill Sharick will be going to Oneonta soon – will check to see what we need. Also would like to purchase ten (10) hoods.

Old Business

- Webpage –
 - Bill Sharick provided information to Deidra Hill regarding SFD history which is now on the site.
 - Discussion that Ellen Kennedy can provide word document format of approved meeting minutes to Deidra Hill to post to the site.
 - Discussion that Ellen Kennedy, Patricia Powell-Wagner and Lucy Chichester should have access to the website to make any updates/changes.
- 2762 –
 - Chairman Tim Powell noted that he is waiting on a call back from Terry Hannigan. Terry is trying to educate Stamford Village attorney and officials about Department of Health Laws.
 - Discussion about CON and the Village and that we need to continue moving forward as April 1st is quickly approaching.
- LED lighting –
 - What has been done so far in the station looks great. Dusty King also provided a Building Maintenance Report.
 - Ellen Kennedy asked if lighting could also be installed in the little closet upstairs in the meeting room – there is no light source in there – currently used for EMS storage.
- Radio room printer – has been ordered – issue with delivery – ordered again with another vendor – coming soon and will be installed.
- Building issues –
 - Refer to Dusty King's January 2018 report. Also discussion about replacement lock needed for doorway between truck room floor and kitchen area. Suggestion to reach out to Stinson Lock company.
 - Discussion about steel entry door issues. Dusty King looking into replacing – especially the one in the kitchen area by the shed which gets ice build-up.
- Truck / equipment issues –
 - Overview provided to new Commissioner Pete Pioppo that any issues are supposed to be recorded on the sheets in the utility room.
 - Not that Pete needs to personally fix every issue, but should learn who to use for resources and report any problems/issues.

- Bill Sharick wanted to discuss the upstairs EMS room and that it needs to be cleaned out. Discussion that this room will be converted into a dedicated District/FD officer/admin area. Bill to oversee cleaning of space.

New Business

- Secretary / Treasurer updates –
 - Ellen Kennedy will need access to the wooden District box as well as the PO box.
 - Lucy Chichester will provide to Ellen the sheet and membership check for AFDSNY 2018.
 - Duties and delineation of duties – Lucy Chichester and Ellen Kennedy will work out who will do what/how to handle positions.
- Turnout gear – discussion that the replacement gear ruined at the Don's Dairy fire will be an insurance claim.
- Safe for SJFD –
 - Bill Sharick checked out a few safes. \$800 – 3 cubic feet, \$1,000 – 4 ½ cubic feet.
 - Discussion that the 3 cubic foot safe should be good – 1st motion by Bill Sharick, 2nd motion by Deidra Hill – none opposed.
 - Discussion about looking into a large gun safe with adjustable shelving and room for larger documents. Prior motion rescinded. Bill and Dusty King to research options for a safe – 1st motion by Deidra Hill, 2nd motion by Pete Pioppo – none opposed.
- Discussion to invite Kevin Hull from Reynard Insurance to our February meeting. Talk about truck insurance policies and accident/death/dismemberment policy. Ellen Kennedy will reach out to invite him.
- Discussion for SJFD to enroll in DMV Lens program so we can track driver licenses of our members who drive apparatus. Ellen Kennedy will look into enrolling under the SJFD name.
- Fire District Affairs bulletin –
 - Discussion that we need more copies each time. Ellen Kennedy will find out how to do.
 - Discussion about Spring Annual Meeting and Workshops. New Commissioners will need to go and it is a good learning tool. Approval to attend – 1st motion by Bill Sharick, 2nd motion by Deidra Hill – none opposed.
- Discussion about encumbrance for first responder vehicle, planning for future, possibly doing CFR course for members and community in our area.
- Review and approve Contract for Legal Services for 2018 from Young, Fenton, Kelsey & Brown (Bill Young) – OK to approve. 1st motion by Bill Sharick, 2nd motion by Pete Pioppo – none opposed.
- Pete Pioppo discussed about trying to bring the public into the fire house for events and getting our department members involved. CPR classes, drills, etc. Pete and Dust King were 'nominated' to try heading this up via an 'executive decision'.
- Sherman Air will be here to work on the compressor and ladder truck on Thursday, 1/11. Discussion to approve they do what is needed in order to make the equipment work – 1st motion by Dusty King, 2nd motion by Deidra Hill – none opposed.
- Discussion about SJFD business card options – print in-house or possibly have a company do. Deidra Hill will look into options and report back.
- Discussion about SFD website and emails for which members. Thought is emails should initially only be assigned to the Commissioners, SFD officers, Ellen Kennedy (District and Department secretary), Patricia Powell-Wagner (Department treasurer) and Lucy Chichester (District treasurer).

Meeting adjourned at 9:20p.m.

Respectfully,

Ellen Kennedy
District Secretary