

PLEASANT VALLEY BOARD OF FIRE COMMISSIONERS
MONTHLY MEETING APRIL 12TH, 2011

The regular monthly meeting of the Board of Fire Commissioners of the Pleasant Valley Fire District was held on Tuesday, April 12th, 2011 at Pleasant Valley Fire District Headquarters, 1619 Main Street. The meeting was called to order at 1930 hours by C/Albrecht with a salute to the flag.

Commissioners present: Commissioner Albrecht
 Commissioner Johnson
 Commissioner Harmuth
 Commissioner McRitchie
 Commissioner Lamoree
 District Secretary Jennifer Broas
 District Treasurer Jayne Murphy

Minutes from the Previous Meeting – Motion by C/Albrecht seconded by C/McRitchie to approve the minutes from March 2011. This was passed by all.

Meeting open to the Public.

Closed Meeting to the Public.

Communications

- Letter from PV Rescue Squad regarding changes to membership
- Arco Inspection Report
- Letter from PV Rescue Squad regarding Open House on May 14th, 2011
- Association of Fire Districts Meeting Notice
- Fire District Affairs

Membership –

- Shawn Castano – Martin Road, PV
- Patricia Castano – Martin Rd, PV
- Denise Simrany – Freedom Rd, PV
- Megan Santucci – Hurley Rd, SP
- Aiden Gallagher – Red Fox Lane, PV

C/McRitchie made a motion to accept all as new members of the Fire District this was seconded by C/Lamoree and all were in favor.

Bills – Attached is a list of the monthly bills for April 2011 that totaled \$72,754.84 for the general fund. Motion by C/Albrecht seconded by C/McRitchie to pay the bills if found correct. This was passed by all.

Committee – Equipment & Apparatus –

- Apparatus Committee has started to meet. Chairman of the committee is Ken Luby and Jeff Cady is Vice-Chairman. The committee is tentatively talking about replacing 56-13. The next meeting is Wednesday, April 13th.

Monthly Maintenance Report – Attached for April 2011

Buildings & Grounds – Station #1

- The roofer had to return over the weekend, the leak keeps moving. The kitchen however is no longer leaking; there is still the leak at the ambulance.
- AC/Gruntler would like to know what is going to be done with the parking lot at station 1. It will be discussed at the workshop.
- AC/Gruntler thanked the board for purchasing the weather stripping.
- President Luby thanked the board for purchasing the new exercise equipment.

Building & Grounds – Station #2

- The ventilation system is up and running in the kitchen.
- Cottee will be up there shortly to fix the siren.
- The gutter in the rear of the building down sprout needs to be replaced.
- There is an ant issue. Can we please call Craig Thomas or Terminax? Yes AC/Cady will take care of this.
- AC/Cady would like to know if we can get lines put down on the firehouse floor right now to aid the drivers in backing up the apparatus. There was a discussion held on this and what would be the proper thing to do at this time. C/Lamoree will make phone call including to John Moustakas. They will see what is more cost effective painting the lines or putting tape down.
- AC/Cady has a phone number for a company willing to do a free estimate on the drain in the floor. He will get the phone to C/Lamoree to call.
- There is an old desk and chair to get rid of at station 2. Do we have a need for it anywhere in the district or can we find it a new home. We can find it a new home.

Insurance Committee –

- None

Service Award Committee –

- Grievances are scheduled for April 25th from 6:30 to 7:30.

Rules & Regulations –

- They are still being worked on. There has been a lot of changed found that need to be taken care of. It is a slow process. A discussion was held on the handbook to go over during an interview of a new member. There doesn't seem to be any more copies in the firehouse. More copies will be made and binders purchased for the new members.

Safety –

- None

Officer's Report – Chief of the Department – District Chief Ray Broas reported the following:

- FEMA has made a disaster declaration for the snow storm on December 26th and 27th. There will be a kick off meeting on Thursday 4/14. There is a \$1000 minimum however; we can come up with that amount.
- The new policy on electronic devices needs to be changed in to include meetings and seminars (in-house and out of house). C/Harmuth will amend the policy for approval.
- The FEMA project with Arlington for communications has been decline. Ken Davidson would like to know if we would be interested in re-applying with battalion 2. They are going to be using a new grant writer. I don't have the exact prices as of yet; we are going to sit down as committee and review everything. I will come back with information at the workshop.
- Gear specs have been left for review for the FEMA grant.
- Please review the response reports for March 2011.
- Is there any work being done on the district website? The email needs to be upgraded I can't send large out to the other chiefs. Can we start to move forward with this? C/Harmuth is working on a spec.
- Recorder for our channel "56" and upgrading base radio at both stations. Base recorder is \$3381.10 and \$500 for a radio with no transmitting device (it could be a used radio and could come in cheaper than \$500). The recorder will come in through the computer server tape so whenever that gets changed out the recorder will also. A discussion was held on this. C/McRitchie made a motion to move forward spending \$3838.10 for the recorder it was seconded by C/Lamoree and all were in favor. DC/Broas will talk to Brien about having a specific hard drive just for the recorder. A discussion was held on where the location of the recorder would go. It should go somewhere that can be seen every day; it needs to be by a computer and should maybe go in 56-1 or 56-2's office.

- NorthEast Cummings will warranty the tow bill for 56-11. We need to monitor it to see if they are going to pay BTM direct or send us the payment and we need to pay BTM.
- A quote was reviewed or the lighting on 56-67 from Hudson Valley Safety Lighting. A discussion was held on this and it is expensive we will discuss it at the workshop.
- Valley Sign Shop quoted \$1800.00 for the graphic quote. Discussion was held on this and what it would look like. The turnaround time is 2 weeks to get it done. C/Lamoree made a motion to spend to \$1800.00 to get the graphics added to 56-67 it was seconded by C/McRitchie and all were in favor.
- Fire Advisory Board needs a letter to add AC/Cady and FF/Cady to the Fire Advisory Board and to remove DC/Broas from the Board. C/Albrecht asked S/Broas to take care of this.
- The screen board and printer at station 1 keep blowing a breaker because it is in the same outlet as the hand light charger. Cotte said it would cost \$500 or less to run a designated box for the screen board and printer. It could also be getting unplugged. Put the new box higher so no one can touch it. C/Albrecht made a motion to put in an outlet it was seconded by C/Johnson and all were in favor.
- Pump test is scheduled to start at the end of April
- Ladder and hose testing is tentatively scheduled to start April 25th. C/McRitchie made a motion to get this done, it was seconded by C/Albrecht and all were in favor. The test is done on the 5" hose only.
- CPR protocols have changed again I am bring requested to spend \$216.00 to purchase new videos and manuals for the protocols. C/Albrecht made a motion to purchase the new supplies it was seconded by C/Harmuth and all were in favor.
- DC/Broas would like to purchase the remainder of the hose we need. It would be under \$6000 for the rest of the 5" and 1-3/4" for the attack lines. C/McRitchie made a motion to spend no more than \$6000 and it was seconded by C/Lamoree all were in favor.
- 56-71 has a large dig in the side of the body. I am bringing it to the attention of the board tonight. No one will admit to it being done. It happened 2 weeks ago. A discussion was held on this. Someone needs to confess and write it up.
- Pagers and radios are needed to be purchased. T/Murphy said we need to have state bid # and a copy of the state bid if we have it. C/Albrecht made a motion to purchase the pagers and radios need for \$4131.65 it was seconded by C/McRitchie all were in favor.
- Are we moving forward with a new chief's car? Yes just slowly. We will discuss it at the workshop.
- Can I please have an estimate of what can be spent on a new piece of apparatus at the workshop?

- I need to go into Executive Session at the end of the meeting for personal and legal issues.

First Assistant Chief - Bryan Corns –

- I will be ordering the pagers and radios well under the line item budget off of state bid. It will be 15 pages, 6 portables and radio charging bank for 56-55.
- A discussion was held on pager repairs. The board would like to not spend any more than \$100 on repairs. The board needs to be notified of repairs so a decision can be made on whether or not to repair them. We also might have to have a discussion on whether to re-look at the value limit for repairs. 120 more minitor 5's need to be purchased by 2013 for the narrow banding.

Assistant Chief Station #1 – Wayne Gruntler

- A personal issue for Executive Session that DC/Broas will discuss.

Assistant Chief Station #2 – Matt Cady

- Thank you for purchasing the short suction on 56-12 it has been installed. We would like to help save the district money whenever possible by installing or fixing things that we are able too. The board thanked AC/Cady for installing the suction.

Captain Rescue Squad – John Cassidy – Absent at CME Class

AC/Corns did the report

- Captain Cassidy would like to have a CME core or content class at our district. He has contact DCC and they are willing to do it for \$1800 he also contacted NDP and they are willing to do it at no charge to us they are requesting that the student sign their voucher over to them. It would be 1 night a week for 6-8 weeks. 42 hours of core content. C/Albrecht made a motion to move forward with the CME class it was seconded by C/Lamoree and all were in favor.
- Voucher payments have never been submitted that is why no payments were received to the district.

Unfinished Business

- A discussion was held on the Rescue Squad Mediation. She felt that everyone was doing well. She did make a note that Chain of Command seemed to be a big issue. A discussion was held on this.

FF Murphy's report

- C/McRitchie made a motion to spend \$340 to reload the DC/Broas' computer this was seconded by C/Johnson. Brien Clark has been working on all the server problems and seems to think he has them fixed.
- Accu-Aire will be called back around May 1st to work on the heat issue in the bays at station 1, C/McRitchie is aware of these issues.
- The new Audio Visual System is up and running in the meeting room. It has worked very well the few times it has been used. Thank you for the purchase. The old projector is locked up in your office until ready to be installed at station 2.
- The regional FF 1 class will be held on Pleasant Valley on Saturday the 16th and Thursday the 28th. We will be doing hands on skills during both sessions using the training house and Roof Simulator.
- Correction officers have the inmates here to paint 2 hallways in May and June. They cannot climb any ladders.
- Nature Aire completed the ventilation system at station 2.
- Hudson Valley Overhead Doors came in and replaced the weather stripping that needed to be replaced. They came back to fix and issue with one of the new strips and will not be charging for the second visit.
- AC/Cady discussed the room renovation at station 2. A list needs to be written of specific things that need to be done. A discussion was held on this. Do we need to look at the "whole picture" right now or just the room? HVAC needs to be done in phases. This seems to need to be discussed in more detail at the workshops. An actual workshop should be done at station 2 so everything can be reviewed there.
- Has date been set with Cotte to do the lights in the engine bay at Station 2? Nothing is set for a date.
- The updated quote from KD Locksmith for the Key Fab system is \$31,070.00. This includes 250 key fabs for both stations. W.E. Phillips from Albany quoted \$38,615.00. A third quote will be gotten.

New Business

- C/Harmuth has looked into the questions that were brought up at the last meeting.
 - A member may only hold one line office and one house office at the same time. S/Broas will send a letter out to all branches of the Department.
 - Line officers cannot be a signature on checking accounts. This needs to be done by a house officer only. A discussion was held on this. S/Broas will send a letter out regarding this as well.
- AC/Cady would like to look into having a District wide mentoring program for new members. DC/Broas explained that there is already one set up just hasn't been followed

through with it. A discussion was held on this. AC/Cady will start to set new members up with this. They will make sure that all new members have a contact person to help them get settled.

- The new member interviews will start to go through a new process as well. A discussion was held on this.
- C/Harmuth made a motion to spend \$300.00 on the grant writer. C/McRitchie seconded the motion and all were in favor.
- A discussion was held on the Rescue Squad Open House. C/Johnson made a motion to allow the open house, C/Lamoree seconded the motion and all were in favor.
- C/McRitchie would like letters be sent to the 4 officers that have not signed the oath of office as of yet. He would like the letter to state they are being removed from office effective immediately. A discussion was held on this and it was decided that they would all be called by the Chief and have one more chance to get the oath signed and get sworn in.
- Pam Moustakas would like to know if she is considered an active member or not. A discussion was held on this and was explained what she needs to do to be able ride in on calls and be considered active.

Open Meeting to the Public – None

Adjournment: There being no other business to be brought before the Board, motion by C/McRitchie seconded by C/Lamoree that the meeting be adjourned. This was passed by all. The meeting was adjourned at 2130 hours.

Respectfully submitted,



Jennifer Broas