

February 17, 2022 Regular Meeting West Sand Lake Board of Fire Commissioners

The regular meeting of the West Sand Lake Board of Fire Commissioners was called to order at 19:03 by Commissioner Bell. Those present were Commissioner Ellis, Commissioner Deutsch, and Commissioner Verrastro. Also present were Chief Heffern, Past Chief David Hull Bumpus as well as Secretary/Treasurer Deutsch.

Commissioner Bell began the meeting by stating there was an open position on the Board. Two letters of interest were received. One interested party did state in their letter that if there was another person interested in the position, then to pick the other person. **Commissioner Ellis made a motion to appoint Past Chief David Hull to the open position on the board for the remainder of the 2022 year, at which time the position will be put to vote for the remaining 4 years of the term. Commissioner Deutsch seconded the motion. Motion carried.**

Treasurer's Report:

Building Account	\$873,266.42	General Checking Acct	\$2,220.51
Equipment Account	\$1,304,246.03	General Savings Acct	\$841,634.88
Total All Accounts:	\$3,021,327.84		

The balance of the RBC LOSAP Brokerage account as of 12/31/21 was \$1,023,785.52

Emergency Purchase Orders between meetings:

Divall Safety Equipment – 4 sensors for gas meters NTE \$1,900.

JP Mangione – Repair of Side Door

Commissioner Ellis made a motion to approve the Emergency POs, seconded by Commissioner Bell. Motion carried.

Treasurer Deutsch stated the 2022 Tax check was received from the Town and had been deposited. She also stated that she would like to move the annual contribution to the Building Account and Equipment/Apparatus account. **Commissioner Ellis made a motion to approve the movement of funds from General savings to the two reserve accounts. Motion was seconded by Commissioner Verrastro. Motion carried.**

Treasurer Deutsch reported that Chief Heffern's Pioneer Card had been hacked and there were fraudulent charges. The account has been closed and they will issue him a new card. There is an investigation of the fraudulent charges by Pioneer. They issued a temporary credit of the charges and will let us know the outcome of their investigation.

Commissioner Ellis made a motion to accept the Treasurer's report, seconded by Commissioner Hull. Motion carried.

Secretary's report:

The secretary provided the minutes from the regular meeting January 19, 2022. Commissioner Ellis made a motion to approve the minutes, seconded by Commissioner Verrastro. Motion carried.

The January/February calendar of events were made available: Aux Breakfast, member hall rentals, Fire Co meeting, Blood Drive.

The Purchase Order list was reviewed and Chief Heffern stated it looked accurate.

Commissioner Ellis made a motion to approve the Secretary's report, seconded by Commissioner Verrastro. Motion carried.

Chief's report:

1. Call Report January 2022

- 41 Calls for the Month -	14 Fire	27 EMS
	34 %	66 %
- 41 Calls for the Year	14 Fire	27 EMS
	34%	66%
- Monthly Man Hours	917.9	
- Yearly Total Man Hours	917.9	

2. Events:

Physicals	2/21	Physicals	2/22
Officers meeting	3/01	Fire Company Meeting	3/03
PS Trax Software	3/08		

3. APPARATUS & EQUIPMENT UPDATES:

**Utility 43 is in service - updated response order to reflect
Awaiting striping - it will go when they have everything in stock**

4. Personnel & Updates:

Several members did not make 15% of activities as indicated in last report - reported this information to the membership - they found a separate spot where they need to be below 15% for 2 years in a row - I am working on that documentation.

5. SURPLUS EQUIPMENT: None this month

6. Purchase Requests

• CPR Training

Debbie Lammerts-30 People x 40.00 ea = 1,200

Commissioner Ellis made a motion to issue a PO to Debbie Lammerts NTE \$1,200 seconded by Commissioner Verrastro. Motion carried.

• EMT Recertification

Debbie Lammerts - 2 People (Heffern / Fox) 100.00 EA

Commissioner Ellis made a motion to issue a PO to Debbie Lammerts NTE \$200 seconded by Commissioner Verrastro. Motion carried.

• CPR Training

Lloyd needed CPR training for his EMT refresher before we could get our CIC in for the department wide training. \$50.00 for the class - he paid in cash. **Commissioner Ellis made a motion to issue a PO to Lloyd Fox, seconded by Commissioner Verrastro. Motion carried.**

• Fire Helmet Fronts

Helmet Fronts (Verrastro & Lyndon Ellis)

The Fire Store \$104.73

Conway Shields \$117.41

Five Alarm Fronts \$234.94

Commissioner Hull made a motion to issue a PO Pioneer Card NTE \$110 for Helmet Fronts from The Fire Store, seconded by Commissioner Deutsch. Motion carried.

• Ice Rescue Equipment

Marsars Direct

2 Suits, 2 Reels, 2 Helmets, 6 PFDs, 3 Float Coats

\$4111.70

Landfall Equipment

2 Ice Team Kits (similar items) Reels N/A

\$5342.00

All Hands Fire (Similar Items (Reels N/A)

\$5200.00

Commissioner Deutsch made a motion to issue a PO to Marsars Direct NTE \$4,100 seconded by Commissioner Hull. Motion carried.

- **43-6 LDH Replacement**

2 x 25'x5", 4x 50'x5", 8x 100'x5" (1000 ft bed + 2 cabinet)

Snaptite UTX Ultra Lightweight Supply Hose

Garrison Fire Equipment \$10,260.00

MES \$11,097.50

Direct Unable to Quote

Commissioner Deutsch made a motion to issue a PO to Garrison NTE \$11,000 seconded by Commissioner Hull. Motion carried. Commissioner Ellis made a motion to surplus the hose in the garage, seconded by Commissioner Verrastro. Motion carried.

- **Amazon Order Items**

(6) NRS Throw Bags, (1) Ballpoint Stainless Steel Pens, (1) US FLAG Patch, (1) Dewalt 20V Max 4 Gang Charger, (1) Dewalt DCB609 60v battery 2 pk

\$1,048.83

Commissioner Ellis made a motion to issue a PO to Amazon NTE \$1,000 seconded by Commissioner Verrastro. Motion carried

- **Home Depot – Electric Chain Saw.**

Commissioner Deutsch made a motion to issue a PO to Home Depot NTE \$349 seconded by Commissioner Hull. Motion carried

- **EMS Supplies**

(12) Adult AED Pads, (6) Ped AED Pads, (10) QuikClot, (1) Pediatric BVM, (1) Glucose Gel, (1) Medium Gloves \$1,079.29

Commissioner Ellis made a motion to issue a PO to Emergency Medical Products NTE \$1,079.29 seconded by Commissioner Verrastro. Motion carried

The Chief forwarded the invoice from lamResponding to the secretary so she can update the information and voucher it to be paid.

Commissioner Deutsch made a motion to approve the Chief's report, seconded by Commissioner Ellis. Motion carried.

Five Minute Recess was held

Questions and comments from the Public: None

Communications:

Assoc. of Fire Districts, NYS Assoc of Fire Chiefs, Department of Labor. Culligan service card.

Company Report:

The fire company is doing a Chicken/Rib BBQ on 2/24/22. The banquet was once more postponed.

1st Assistant Chief Gazeley requested permission to take 43-6 out of the area to the Albany St. Patrick's Day Parade. **Commissioner Ellis made a motion to grant permission, seconded by Commissioner Verrastro. Motion carried.**

Building & Grounds:

Commissioner Deutsch gave a report from the Building Committee. Also presented to the board was a Proposal for Construction Management Services from CSArch, the engineering firm which will be designing the new station. The Construction Management services would include: navigating the construction phase, providing full-time management and oversight throughout the project. After some discussion it was decided to approve the proposal. **Commissioner Ellis made a motion to approve the proposal, seconded by Commissioner Hull. Motion carried.**

Commissioner Verrastro notified the board that JP Mangoine had been called to come look at the door that is not locking. They will be here tomorrow.

Old Business:

Commissioner Deutsch reported that he and Chief Heffern had attended via Zoom a policies meeting with Lexipol and they had their homework. The policies committee needs to review and edit the policies that Lexipol pulls together for our manual. It was noted that not much editing will be done to the policies as these have all been created by attorney's and other professionals. Commissioner Deutsch made a motion for new policies edited by the policies committee be approved so they can go live. Motion was seconded by Commissioner Verrastro. Motion carried.

New Business:

Commissioner Bell requested that her 2022 physical be delayed until such time as she is released by her Doctor. **Commissioner Deutsch made a motion to allow the physical to be delayed, seconded by Commissioner Ellis. Motion carried.**

Discussion was had about empowering the Chief to select a truck committee to begin the project of doing the specifications for a new truck. **Commissioner Bell made the motion for the Chief to select the truck committee. Motion was seconded by Commissioner Ellis. Motion carried.**

GOOD & WELFARE:

Next meeting will be March 17, 2022

AUDIT BILLS: Commissioner Ellis made a motion to approve all bills as presented, seconded by Commissioner Bell. Motion carried.

PURCHASE ORDERS: The secretary read the purchase orders approved above:

Debbie Lammerts for CPR course (30ppl @ \$40 each) NTE \$1,200
Debbie Lammerts for EMT (Fox/Heffern) refresher (100x2) NTE \$200
Pioneer – Fire Store – Helmet Fronts NTE \$110
Marsars for 2 ice rescue suits NTE \$4,100
Garrison for hose NTE \$11,000
Amazon for throw bags, 120v charger, 60v batteries – NTE \$1,000
Home Depot for a 16" electric chain saw NTE \$349.00
Emergency Medical Products for AED pads NTE \$1,079.29

**Commissioner Ellis made a motion to approve the purchase orders, seconded by Commissioner Deutsch.
Motion carried.**

EXECUTIVE SESSION: - None

Commissioner Ellis made a motion to adjourn at 9:12pm, seconded by Commissioner Hull. Motion carried.

**Respectfully Submitted,
S. Carrie Deutsch
Fire District Secretary**