

March 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 7:00pm by Commissioner Bell. Those present were Commissioner Ellis, Commissioner Bell, and Commissioner Verrastro. Commissioner Deutsch attended via Zoom. Commissioner Hull was sick. Also present were Chief Heffern, 2nd Asst Chief Bumpas as well as Secretary/Treasurer Deutsch.

OPENING OF SEALED BIDS:

Bids received:	New Salem Fire Department	\$21,500
	Caroga Lake Vol. Fire Co.	\$20,001
	Five Quad Ambulance Serv.	\$27,000

Commissioner Deutsch made a motion to accept the bid from Five Quad Ambulance Service in the amount of \$27,000. Commissioner Verrastro seconded the motion. Motion carried.

Treasurer's Report:

Building Account	\$973,239.82	General Checking Acct	\$78,492.43
Equipment Account	\$1,454,266.04	General Savings Acct	\$478,146.18
Total All Accounts:	<u>\$3,021,327.84</u>		

The balance of the RBC LOSAP Brokerage account as of 12/31/21 was \$1,006,352.77

Emergency Purchase Orders between meetings:

Firematic Supply Co NTE \$1,000 Check engine light on Utility-43

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

Treasurer Deutsch stated she had completed the Interfund transfers of \$100,000 to the Building capital reserve account and \$150,000 to the Equipment/Apparatus capital reserve account.

Treasurer Deutsch went over the Home Depot credit card list of who has cards and asked if Commissioner Verrastro and Hull should have cards as they are the Building and Grounds commissioners. Currently 3 chiefs have cards along with Commissioner Ellis, Deutsch, and Treasurer Deutsch. Commissioner Bell said they should have one. The Treasurer will get Commissioners Verrastro and Hull cards.

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

Secretary's report:

The secretary provided the minutes from the regular meeting February 17, 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 secretary requested a PO to WB Mason to purchase the folders used for meetings, note pads, and a few other items. **Commissioner Ellis made a motion to approve a purchase order NTE \$200 seconded by Commissioner Verrastro. Motion carried.**

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 February 2022

- 20 Calls for the Month -
 - 6 Fire
 - 14 EMS
 - 30 % 70 %

- 61 Calls for the Year
 - 20 Fire
 - 41 EMS
 - 33 % 37 %

- Monthly Man Hours 406.10
- Yearly Total Man Hours 1,323.90

2. Personnel

Gary Ashley - missed physicals due to vacation

I approved him to go

Following members - missed physicals are now associate

Lyman Ashley

Ken Dorr

Donna Dorr

Steph Milos

Steve Weaver

Jeremy O'Brien

3. Events:

3/19 - Fire Company Parade in Albany - Request Permission to take vehicles out of county

3/22 - OSHA Class for Drill

3/29 - Osha Class for Drill

4. Purchase Requests

1. EMS Supplies - PO REQUESTED NTE \$1,500.00 to EMP

Commissioner Ellis made a motion to approve the purchase, seconded by Commissioner Verrastro. Motion carried.

2. Upgrade of RIT Pack MES – NTE \$600

Commissioner Verrastro made a motion to approve the purchase, seconded by Commissioner Ellis. Motion carried.

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 Banquet will be 4/2/22 at Poestenkill Fire Station. Fire Co is also having BBQ on 3/24/22.

Building & Grounds:

Commissioner Deutsch gave a report from the Building Committee and stated he had spoken with Bill Young regarding the contract from CSArch. There were a few items that Mr. Young felt should be added to the contract. Commissioner Deutsch will have them incorporated into the contract before it is signed.

Commissioner Verrastro notified the board that he had been doing a major clean-up of the Hall (basement and upstairs). He said he had been told by several people that he had to have permission to throw anything away from the Board. Chairman Bell stated he did not need permission to throw anything away. The board told Commissioner Verrastro to throw away anything he felt was no longer needed.

Secretary Deutsch informed the board that they should have done a Lawn Care bid last month. She gave the board members the previous years contract and asked for any changes. She will have the ad placed in the paper requesting bids by the April meeting.

A conversation was had about the amount of heating oil being used in Old Joe's garage. After some discussion it was decided to continue to monitor the bills.

Old Business:

- Lexipol Policy Services – Commissioner Deutsch and Chief Heffern stated they were making progress with the weekly zoom meetings with Lexipol.

New Business:

2021 LOSAP Point Certification

**West Sand Lake Fire District No. 1
Resolution of the Board of Fire Commissioners
Resolution Number: 031722**

In the matter of approving the 2021 certified points

WHEREAS, the Fire District is the sponsor of a Length of Service Award Program (LOSAP) on behalf of the West Sand Lake Volunteer Fire Company No. 1 in accordance with Article 11-A of the New York State General Municipal Law (GML); and

WHEREAS, as required by GML § 219-a(2)(c), the West Sand Lake Volunteer Fire Company No. 1 has submitted the attached list, certified under oath, of active members of the Fire Company, indicating those volunteers who earned at least fifty points during 2021 to qualify for service credit; and

WHEREAS, the certification made by the Fire Company includes a statement that the points recorded on the attached list have been tabulated in accordance with the Point System adopted by the Fire District to be in effect during calendar year 2021, and to the best of the knowledge of the Fire Company, is a true and accurate reflection of the activities performed by the active members; and

WHEREAS, GML § 219-a(2)(d) requires the Board of Fire Commissioners (Board) to review and approve the attached list, then return it to the Fire Company to be posted for thirty days; and

WHEREAS, the Board has completed its review of the attached list; NOW, THEREFORE BE IT

RESOLVED, that the Board of Fire Commissioners approves the attached list of volunteer firefighters of the West Sand Lake Volunteer Fire Company No. 1 and the points earned by these firefighters during calendar year 2021; and be it further

RESOLVED, that a copy of this adopted resolution and the attached list shall be returned to the Fire Company for posting for a minimum of thirty days.

Commissioner Bell raised the motion to approve, Commissioner Deutsch seconded the motion, and upon roll call the vote of the Board was as follows:

Commissioner	Bell	Aye
Commissioner	Deutsch	Aye
Commissioner	Verrastro	Aye
Commissioner	Ellis	Aye
Commissioner	Hull	Absent

The resolution was thereupon declared duly adopted. Dated: 3/17/2022 Certified by Fire District Secretary

Chief Heffern requested permission to surplus old truck parts/bed, tarp etc. **Commissioner Ellis made a motion to allow the Chief to surplus the parts. Motion was seconded by Commissioner Deutsch. Motion carried.**

GOOD & WELFARE:

Next meeting will be April 21, 2022

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

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

W.B. Mason for office supplies NTE \$200.

MES for Ritpack upgrades NTE \$600

EMP for AED batteries, chest seals and suction catheters NTE \$1,500.

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 8:25pm, seconded by Commissioner Bell. Motion carried.

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