

**PRELIMINARY
MINUTES OF THE REGULAR MEETING**
November 9, 2021

Commissioner Westmiller called the regular meeting to order at 7:08 p.m.

ATTENDANCE:

COMMISSIONERS:

Katherine Anderson (Absent)
Kevin Faehndrich
Anna Finley (Absent)
Joe Freedman
Wayne Westmiller

OFFICERS:

Deanna Bowles, Treasurer
Sharon Gaden, Secretary, Deputy Treasurer
John Gaden, Danby Fire Chief
Scott Wendt, West Danby Fire Chief

PUBLIC: NONE

Pledge of Allegiance

Minutes: Commissioner Freedman moved to approve the minutes for the October 19, 2021, special regular meeting, and budget hearing minutes. Motion seconded by Commissioner Westmiller. Motion carried 3 yes 0 no.

Treasurer's Report:

- PERMA early renewal credit of \$672 by Nov. 17th
- SAM renewal date February 27, 2022
- Financial Reports as of 10/31/2021 emailed to Commissioners, Secretary and Chiefs
- Equipment and Fuel Reports as of 10/31/2021 emailed to Chiefs
- TTC Bank Statements reconciled
- Securities Pledged for Danby Fire District received from TTC.
- Will be doing final deposits into the Reserve accounts as budgeted

Motion made by Commissioner Freedman to prepay the PERMA insurance to be able to take advantage of the early renewal credit of \$672.00. Motion seconded by Commissioner Westmiller. Motion carried 3 yes 0 no.

Discussion held on Spam reports received from Google pertaining to Gmail email accounts.

Commissioner Freedman reported final electric bills have not yet been received from the Town. They are working on solar credits.

Commissioner Freedman reminded the chiefs to let the Treasurer know of any equipment/services that have been ordered but not yet paid for, need to know before December 14th.

Commissioner Faehndrich moved to accept the Treasurer's Report. Motion seconded by Commissioner Westmiller. Motion carried 3 yes 0 no.

APPROVAL OF BILLS:

Commissioner Freedman moved to pay the vouchers as audited and approved on Operating Account Abstract 11, claims 231-251 in the amount of \$39,859.97. Motion seconded by Commissioner Westmiller. Motion carried 3 yes 0 no.

Communications:

- PERMA Officer Wellness Grant (2) (forwarded to Com. Anderson)
- NYS Archives webinar information
- PERMA PESH Safety Awareness Training seminar
PERMA Fire & EMS Behavioral Health Workshops

CHIEF'S REPORTS:

WDFC: (Chief Wendt)

- Written report for October was received.
- N. Dyson-Hudson would like to attend the Fire Police course with the other previously approved members.

- Will be ordering hose from LaFrance – cost is \$181.00 per length and need 12 lengths
- West Danby would still like to run Alpha calls
- The station renovation is moving along, most of the outside work is done, need electrical and fire alarm panel. Further discussion held.

Commissioner Faehndrich moved to accept training request for N. Dyson-Hudson to attend the fire police course, no reimbursement for mileage is requested. Motion seconded by Commissioner Freedman. Motion carried 3 yes 0 no.

DVFC: (Chief Gaden)

- Written report for October was received
- D. Dougherty of 2322 Danby Road has been approved as probationary member by the Danby Fire Company.
- December 4th L. Westmiller has asked to use the station for a Christmas party.
- Roof is leaking above the generator in the maintenance room. Commissioner Westmiller is contacting the contractor.
- Noted the damage to walls in the meeting room from outsiders using tape on the walls. Will obtain quotes to get repaired.
- November 19th the annual pump testing is scheduled.
- All electrical work has been completed.
- 442 was taken to Maguires and had a new battery installed.

Commissioner Faehndrich moved to accept D. Dougherty as a new member pending a physical. Motion seconded by Commissioner Westmiller. Motion carried 3 yes 0 no.

Commissioner Freedman moved to accept L. Westmiller’s request to use the station on December 4th for a Christmas Party. Motion seconded by Commissioner Faehndrich. Motion carried 3 yes 0 no.

COMMITTEES:

PURCHASING: NONE

BUILDING/GROUNDS:

- Commissioner Freedman reported the Town approved to pay \$3,000.00 towards the new flagpoles installed at each station.
- Chief Wendt will contact Girl Scout leader in regard to the required insurance binder
- Action Fire will be at both stations on November 12th to do inspections of the fire extinguishers

GRANTS: NONE

INSURANCE: NONE

TECH:

- Chiefs need to take their laptop to the Computer Room for diagnostic

TRUCKS: NONE

TOWN BOARD: NONE

RECORDS: NONE

POLICY: NONE

MEMBERSHIP/TRAINING:

- Secretary, Commissioner Westmiller, Chief Gaden and possibly Chief Wendt request approval to attend Educational Seminar in Baldwinsville NY
- Reminder for all Commissioner who did not attend the OSHA training they will need to do it online.

LONG RANGE PLAN:

- Commissioner Freedman is reviewing the proposed plan with Commissioner Anderson and will bring it to the December meeting

AUDIT: NONE

BUDGET: NONE

OLD BUSINESS:

- Commissioner Freedman reported on the Hiring Committee having met and interviewed 2 candidates for the position of Treasurer-in-Training. Discussion held.

Commissioner Westmiller moved to offer the job as Treasurer-in-Training to K. Spada, to begin November 15, 2021. Motion seconded by Commissioner Faehndrich. Motion carried 3 yes 0 no.

NEW BUSINESS:

- Organizational Meeting will be on January 11, 2022

PRE-APPROVAL OF PURCHASES:

Commissioner Faehndrich made a motion to approve \$493.57 to McKesson for EPI. Motion seconded by Commissioner Freedman. Motion carried 3 yes 0 no.

Commissioner Faehndrich made a motion to approve the visa charge of \$98.00 for background check of D. Dougherty. Motion seconded by Commissioner Freedman. Motion carried 3 yes 0 no.

Commissioner Freedman made a motion to approve \$40.00 and the cost of lunch for Secretary Gaden, Commissioner Westmiller, Chief Gaden and possibly Chief Wendt to attend Educational Seminar on November 20th. Motion seconded by Commissioner Faehndrich Motion carried 3 yes 0 no.

Commissioner Westmiller made a motion to approve visa charge of 35.88 to Walmart for beverages at the OSHA training. Motion seconded by Commissioner Faehndrich Motion carried 3 yes 0 no.

Commissioner Westmiller made a motion to approve \$174.68, \$177.80 and \$451.25 to LaFrance for flares, vests and collapsible cones. Motion seconded by Commissioner Freedman. Motion carried 3 yes 0 no.

Commissioner Westmiller made a motion to approve up to \$100.00 for the cost of publishing the election notice in the Ithaca Journal. Motion seconded by Commissioner Faehndrich. Motion carried 3 yes 0 no.

Commissioner Faehndrich made a motion to approve up to \$2,500.00 to LaFrance for the purchase of hose. Motion seconded by Commissioner Freedman. Motion carried 3 yes 0 no.

Commissioner Freedman made a motion to pay \$650.00 to Meridian Fire Training for fire alarm training. Motion seconded by Commissioner Faehndrich. Motion carried 3 yes 0 no.

Commissioner Westmiller made a motion to approve the purchase of 4 bags of Speedy from either Napa or Lowes. Motion seconded by Commissioner Freedman. Motion carried 3 yes 0 no.

Next Meeting date and time:

- 11/23/21 regular meeting at 7:00 is cancelled
- 12/14/21 regular meeting at 7:00 p.m.
- 12/14/21 Fire Commissioner elections from 6:00 p.m. to 9:00 p.m.

Meeting adjourned at 8:41 p.m.

Respectfully submitted,

Sharon Gaden

Secretary