

STAMFORD JOINT FIRE DISTRICT

Minutes

November 14, 2017

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 and the Pledge of Allegiance was recited.

Present were: Dusty King, Deidra Hill, Bill Sharick, EMS Chief Ryan Hejnal, 2nd Assistant Fire Chief Doug Cole, Patricia Powell-Wagner and Ellen Kennedy.

The Minutes from the October meeting were read and approved – 1st motion by Dusty King, 2nd motion by Bill Sharick.

Presentation of Bills

<u>Vendor</u>	<u>Amount</u>
Ace Hardware	\$14.71
Har-Rob Fire Apparatus	\$780.00
MIBH/Healthworks	\$1,677.00
Mirabito	\$26.12
Mirabito	\$38.76
Moore Medical	\$389.99
Moore Medical	\$69.90
NYSIF Comp Insurance	\$2,485.39
River Valley Radio	\$588.45
Sherman Air Services	\$225.00
Verizon (652-7241)	\$182.13
Verizon (652-9576)	\$138.52
Village of Stamford	\$1,759.03
	<u>\$8,375.00</u>

It was noted that vouchers are needed for the two Moore Medical invoices as well as the Ace Hardware invoice. Office Max was listed to be paid but there was not an invoice, therefore, approval was not given. In addition, a few bills from last month were reviewed and approved.

Pay the bills in the usual manner – 1st motion by Deidra Hill, 2nd motion by Bill Sharick.

Treasurer's Report

Ellen Kennedy reported on behalf of Lucy Chichester:

Checking Account	\$9,297.76
General Fund Account	\$85,140.17
Apparatus Reserve	\$1,064.13
Repair Reserve	\$14,958.71
	<u>\$110,460.77</u>

Reports / Requests from Fire Department Chiefs

Ryan Hejnal would like to purchase pediatric reference tapes. They only come in packs of five. The 2016 standards were just released and cover, for example, dosages to give to children. The cost is \$120 (pack of 5) + \$11.53 S/H = \$131.53. Approved. 1st motion by Bill Sharick, 2nd motion by Dusty King. Discussion that Lucy Chichester will make the purchase via purchase request form.

Bill Sharick would like to purchase two hand lights for 2771 since the vehicle is being used more frequently. He would also like to purchase bags for the rescue ropes. Board suggested Bill bring this up at the next department meeting.

Old Business

Webpage –

- Updated department stats will be provided by Bill Sharick to Deidra Hill so can be posted.
- Additionally, Bill is working on a short document for the webpage that explains what the Fire District is.
- Discussion that the election timeline schedule needs to be posted on the website.
- Discussion that fire department side should give input on what they would like to see on the webpage.
- Gmail accounts will be set up soon.
- Commissioners, Board of Directors and Chief Officers should have rights to the page.

Surplus 2762 –

- Town of Windham vouchers were reviewed and approved. \$18,500 for the Lifepak 15 monitor and \$10,000 for the Lucas 2.2 device. 1st motion by Bill Sharick, 2nd motion by Dusty King.
- The stretcher has already been sold to Windham.
- Additional equipment to be sold includes: vent, Hare traction splint, Sager traction splint, Frack pack splint, stair chair + sale of the vehicle.
- Discussion about surplus sale of ambulance and equipment carry over to next year to put the monies toward a first responder vehicle. We are not ready for vehicle in this fiscal year. The money will be earmarked.
- Discussion for Ellen Kennedy to draft up a resolution template to list 2762 for sale + list of supplies – 1st motion by Deidra Hill, 2nd motion by Bill Sharick.

Discussion about a plan of action when the first responder vehicle rolls next year and what would we do with 2763? Let's see how we progress with the new provider agency. The key will be, if 2763 is sold and would benefit the entire Joint Fire District, the pricing could be lower. If it were to only benefit one town, then it should be sold at fair market value to benefit the taxpayers.

Ryan Hejnal discussed about the supplies housed upstairs and that most can be rolled over to the new first responder vehicle, with the exception of the drugs which would expire. He also noted that he will possibly be looking for a new medical director.

Discussion about CON and where it is. Currently it is under the Village's Fed ID #. If we can locate meeting minutes from the 1970's that show the ambulance was under S.E. Churchill, we could prove CON should be under us. Ryan Hejnal will look into the cost for a non-transport CON with an effective date of 1/1/18 – keeping affordability in mind.

Bill Sharick asked how we would be dispatched at 4/1/18. The District will draft a letter in January/February timeframe to send to county with what is needed.

LED lighting – Dusty King spoke with his brother and will be getting an invoice.

Discussion about insurance claim for 2711 and to follow up to make sure it was taken care of.

Electric supplier and costs –

- Tim Powell said he looked at a few electric companies for rate information. Most were guaranteeing 12-24 months sign up without a penalty. Will discuss further at next month's meeting. The Village should work on a resolution to get out of the penalty or the Village should pay the difference month to month so the taxpayers don't incur the charge. Ellen Kennedy will draft a letter that the District is willing to continue on the 27 month contract as long as the Village is willing to pay the difference. We will need to supply low quote information for the pricing to determine the fees as well as outline when we see the bills as they are bi-monthly. Approved. 1st motion by Dusty King, 2nd motion by Deidra Hill.
- Discussion about the siren and possibly saving money by installing an electronic siren – cost is \$12-15K. Bill Sharick suggested holding off for now on this.
- Table solar panel discussion this month.

New Business

Elections –

- Discussion about upcoming elections, candidates and processes -- noting that we are behind on several of the administrative tasks to prepare for the elections.
- Ellen Kennedy will need to reach out to the respective county Board of Elections to get qualifying voter list.
- Discussion about reaching out to poll observers to monitor the night – reach out to same we have used in the past and to pay at the same rate of \$35 per person for their service: Sandy Ferris, Dick Sutton and Diane Shafer. 1st motion by Bill Sharick, 2nd motion by Deidra Hill.
- Ellen Kennedy to follow guidelines outlined in the Fire District Affairs bulletin to prepare for the elections – 1st motion by Dusty King, 2nd motion by Bill Sharick.

Printer in radio room –

- There have been issues going on for last few months.
- At this point, the drum unit and belt unit will need to be repaired. The cost is approximately \$180 (drum) and \$144 (belt unit). Total would be approx. \$350-\$360. At this point, it might be best to look into purchasing a new printer as current one is 5-6 years old. Discussion to purchase a new one. Approved. 1st motion by Dusty King, 2nd motion by Bill Sharick.

Fuel card – in 2711 it is over the visor on the back of garage door opener.

Titles of vehicles –

- Tim Powell shared email and discussion he had with the Village regarding the District obtaining the vehicle title information.
- Right now we are on hold to sell 2762 until can get the titles straightened out.
- Side conversation about a fire department EMS issue of an \$800 issued to the Village because their ID # was used, and the Village cannot just cut a check back to us.

District Secretary –

- Office supplies and internet for Ellen Kennedy to perform her District Secretary position – do whatever is necessary and within reason. 1st motion by Bill Sharick, 2nd motion by Deidra Hill.

- Appropriate training for District Secretary – cost \$85. Approved. 1st motion by Bill Sharick, 2nd motion by Dusty King.

Other Business

None

Meeting adjourned at 8:45p.m.

Respectfully,

A handwritten signature in cursive script that reads "Ellen Kennedy". The signature is written in dark ink and is positioned to the left of the printed name.

Ellen Kennedy
District Secretary