

Regular meeting            December 10, 2014

PRESENT:

Commissioners:

J. Klosowski

R. Tassani, Secretary

K. Clair

T. Leather, 1<sup>st</sup> Assistant Chief

R. Tofte

D. Silverblade, President

G. Schramek

M. Miller, Treasurer

T. Lannon – I/T Consultant

The meeting was called to order by Secretary, Renee Tassani at 8:05 p.m.

The meeting minutes from November meeting were presented by Renee Tassani. A motion was made by Ken Clair to approve the minutes, 2<sup>nd</sup> by Rick Tofte. All commissioners were in favor.

The vouchers were presented by Meg Miller. Meg spoke about the Poland Spring account, it should read "Fire Department, not Fire District". Vouchers 12-01 to 12-56 were presented.

A motion was made by Gerry Schramek to approve the vouchers and 2<sup>nd</sup> by Rick Tofte, all commissioners were in favor.

Meg also discussed Ed Butler being on suspension and having Bill Tassani clean for him for the period of one month. Bill Tassani will be compensated for 1/3 of Ed Butler's pay for the time that he cleaned. Ed Butler will not be paid for the time he did not work.

Jeff Bergstrom presented an Application for Membership from Greg Ermann and another from Sean Goodwin who will be coming back. A motion was made by John Klosowski and 2<sup>nd</sup> by Ken Clair to accept both applications, all commissioners were in favor.

Tom Leather discussed the Pulse Check training. He requested the secretary to check into the minutes to see how many people were permitted to attend. Renee Tassani will check into this. Frank Rondinone submitted a Medical Release/Return to Active Duty Form with no limitations.

Eddie Butler sent a letter requesting the use of the firehouse for the Department's fundraising dinners for January & February 2015. Renee Tassani will send him a letter to tell him he needs to go through Dean Silverblade to arrange this.

Tags were discussed. Everyone has a Tag. Per Rick Tofte, all members must have ID's. Tom Leather will compile a list of all people that need ID's.

#### BUILDINGS

A deposit was given for the elevator replacement door. It has been ordered and there will be a 9-12 week lead time.

#### SNOW REMOVAL

Snow removal has been going fine. John Klosowski said we will need prices for lawn care. Ken Clair will look into this.

Ken Clair spoke with the plumber regarding a hot water tank for the Main Station, we need to get a price on an 80 gallon tank.

The vote for Fire Commissioner was last night (12/9/14). There was only one formal petition (John Klosowski), the rest were written (1 Abstain, Bill Ratajack: 1, O'Hara: 3, Ed O'Hara: 48, John Klosowski: 101). Edward OHara requested to review the ballots of the election. The District Secretary was directed to impound the ballots and supporting documentation and safeguard them pending the review.

#### FIRE EMS EQUIPMENT

There are four sets of gear to be repaired at a total cost of \$808.50 (4 pairs of pants). A motion was made by John Klosowski to get the repairs and 2<sup>nd</sup> by Gerry Schramek. All commissioners were in favor.

#### FIRE ROADS

Progressing – Per Rick Tofte.

#### FIRE PREVENTION

Done – Per Ken Clair.

The last meeting of the year will be held on December 29, 2014 at 7 p.m.

#### INSTALLATION DINNER

Done – Per Gerry Schramek.

#### INSURANCE CLAIM

Vinnie Augugliaro, Jr. has been filed per Rick Tofte.

Rick Tofte is 75% disabled.

Rick Tofte received \$5500 for the 11-2-5 accident from Bruen.

A motion to suspend the meeting to speak with Tom Lannon was made at 8:50 p.m.

Tom Lannon spoke about remote access, he said it's ready to go on any computer. He recommended getting another server also to decide on whether we go with gmail for email accounts or piggyback off of the County for emails. He further said that there are no drawbacks to piggybacking off of the county. Tom will give a dollar amount to upgrade next year. The need to be able to scan documents using the printer was discussed. Tom will handle. Tom Leather discussed Personnel documents being scanned and added to Red Alert. He further discussed that computers are not set up for Auto Updates, this needs to be set up. PDF software is needed, Tom Lannon will look into this.

Tom Lannon recommends tablets to computers.

Tom Leather recommends going together with Putnam Lake to get Mobile Tech to get a better deal.

A motion was made to go back to regular session at 9:45 p.m.

JohnKlosowski spoke regarding the cameras. He would like a binder made up with instructions on "How to Use".

The LOSAP Meeting (previously scheduled for 12/8/14 has been rescheduled for 1/12/15).

The last meeting of the year will be December 29 at 7 p.m.

There will be a meeting on January 7, 2015 at 7 p.m. – Subject: Annual Org.

There will be a SPECIAL MEETING on January 12, 2015 at 7 p.m. – Subject: LOSAP with Bob Barber from McNeil & Company (rescheduled from 12/8/14).

There will be a SPECIAL MEETING on January 19, 2015 at 7 p.m. – Subject: LOSAP with

Tony Hill from Penflex

#### EQUIPMENT

2:5 is back in service.

11-2-5 discussed the painting of the doors – truck came back with the work undone.

#### OSHA MANDATES

Dates for physicals: 3/22/15, 3/23/15, 4/26/15, 4/27/15

Lisa Holz is our Tek Occupational Services PA. Anyone who goes out on a Medical Leave needs to see her in her office to return to service. Cost is \$50.

#### VEHICLE MAINTENANCE

11-2-5 Move radios/new ground lights

11-1-1 beginning mileage 85,086 ending 86,426, no repairs

11-1-2 beginning mileage 104,275 ending 105,603, needs an oil change and inspection

11-1-3 beginning mileage 81,838 ending 83,086, 2 batteries were installed

#### RECRUITMENT/RETENTION

Commercials were going per Gerry Schramek.

#### CHIEF'S REPORT

Tom Leather will get a list of bailouts.

By the end of the month Standard Operating Guidelines.

Duty Crew – The Officer that's on will fill out the points sheet per Tom Leather.

#### UNIFORMS

Uniforms need to be tagged/inventoried per Rick Tofte.

At the Annual Org. meeting we will discuss the management of the uniforms.

Meg Miller will talk to Fred from the appraisal company regarding work of district which includes the mechanics case and excludes the Fire Prevention Trailer and the Antique Hose Cart.

The 2015 meetings which will begin in February (2<sup>nd</sup> Wednesday of every month at 7 p.m.) will be posted by Renee Tassani.

A motion was made by John Klosowski and 2<sup>nd</sup> by Rick Tofte to go into Executive Session at 10:20 p.m.

A motion was made by Rick Tofte to come out of Executive Session at 10:45 p.m. and 2<sup>nd</sup> by John Klosowski.

Meeting was adjourned by John Klosowski at 10:45 p.m.