

**West Crescent Fire District  
Monthly Meeting Minutes  
May 11, 2016**

The May 11, 2016 meeting of the West Crescent Board of Fire Commissioners was called to order at 7:05 pm by Chairman Berlin.

All Commissioners were present.

Chief's Bryans and Bonesteel were present.

President Perry was present.

Treasurer Rokjer was present.

Secretary was present.

**Guests:**

William Young was present to give his yearly update on rules, laws and regulations. He gave three handouts which are attached to these minutes.

- Seatbelt Law changes
- Vehicle Weight Restrictions
- Losap Law changes

Mr. Young reviewed the Budget and Election schedules for 2016, and took the time to explain that the Budget Meeting should now have the full Board participation, as well as the Treasurer and Secretary.

- He went on to explain that the Reserve Money amounts cannot be changed after the hearing, It is perfectly fine to move monies to Reserve at the end of the year.
- Tax Cap Levy should be .17, a resolution would still be needed to exceed the tax cap.
- The Annual Association Workshop this year will be held on October 13 and 14 in Saratoga.
- There was a discussion on shared services.
- There was a discussion on an Inter-municipal agreement whereby employees, such as at the Town Garage, would be allowed to take a piece of equipment to the Garage each day and firefighting employees would be allowed to respond to calls within the Towns.

**Minutes:**

- There were no changes to the April minutes.

Commissioner Westcott moved to accept the minutes, seconded by Commissioner Meehan. Motion passed unanimously.

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**Audit of bills received –**

- There was a discussion concerning the spreadsheet and Home Depot. Home Depot billing runs the 14<sup>th</sup> of the month through the 13<sup>th</sup> of the month. In the future the PO and Spreadsheet will be submitted at the Workshop so that it is paid in a timely manner.

Commissioner Westcott moved to accept the bills, seconded by Commissioner Ayotte. Motion passed unanimously.

**Hall Report – Mr. Perry:**

- Commissioner Ayotte will submit a hall report for April and May at the June meeting.

**Company Report – Mr. Perry**

- President Perry submitted an application for Andrew Dodd that had been approved by the Company. Commissioner Meehan moved to accept the candidate, seconded by Commissioner Westcott. Motion carried unanimously.
- President Perry thanked everyone for their help with Recruit New York. Mr. Dodd had taken an application at the open house.
- The Company has purchased a photo board and all firefighters will have their pictures on the Board.
- Commissioner Meehan moved to accept the Company Report Commissioner Ayotte seconded the motion. Motion carried unanimously.

**Building Report – Commissioner Berlin**

- Electronic Sign has been ordered, and Dectronic's has contacted the Secretary to begin training.
- New Washer – Commissioner Berlin met with plumber and the electrician will be coming the week of the 16<sup>th</sup>.

**Truck Repair Committee – Commissioner Westcott**

- See Ass't Chief Bonesteel's report attached to Chief's Report

**Insurance Committee – Commissioner Ayotte**

- Commissioner Ayotte asked the Chief what she needs to do to complete the paperwork with the Town for Dock permit. Chief responded to provide to the Town proof of Dock insurance.

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**Long Term Planning Committee – Entire Board**

- Nothing to Report

**Future Equipment Purchases – Young**

- Commissioner Meehan stated that he would like to contact Lancaster Motors to see if they are still interested in purchasing 695 for \$18,000. Commissioner Westcott moved to go forward with the inquiry, seconded by Commissioner Ayotte. In the event that Lancaster is no longer interested in the purchase, Commissioner Meehan moved to place the equipment with a broker with all knowing that there will be a fee associated with the same, probably 10% of the selling price, Commissioner Westcott seconded the motion. Motion carried unanimously.

**Chief's Report**

**Chief Bryans**

- See Chief's Report

In addition to the report attached:

- Capt. Ayotte and Lt. Ayotte have signed up for Advanced Vehicle Extrication at the Chief's Show in June.
- There was a discussion on Line of Duty Forms which still need to be reviewed and implemented. Due to many life changes it was decided that yearly when people sign up for their annual physical they would be asked to update their form.
- Gear has arrived.
- Cameras have arrived
- Chief submitted a listing of eight firefighters who will be attending the Chief's show for the Secretary to submit for per-diem.

**Acceptance of Chiefs Report:** Commissioner Westcott moved to accept the Chiefs Report, Commissioner Ayotte seconded the motion. Motion passed unanimously.

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**New Business:**

- The Secretary when the RFP should be done for the auditors. The Board wants the candidates to be able to attend the June workshop for interviews.
- After July 1, candidates for physicals will be given the option of having their physical when it is due, or wait until October when everyone else goes.

**Old Business:**

- Property – Chairman Berlin will be in touch with Mr. Jusino to see if he can get a phone number for Ms. Harrigan to get the paperwork signed.
- Commissioner Young stated that Point Breeze on Saratoga Lake has put together a fire boat for someone downstate that we might want to look at. He will be back in touch with them to see if the boat will be back in Saratoga, or if a group can go to where it is located to look at it.
- Secretary reminded everyone that she is not needed for the May Workshop meeting since it is a discussion on Finance, and she will be on vacation for the June 8<sup>th</sup> meeting and Mrs. Shakerley will be covering for her.

Commissioner Ayotte moved adjourn, seconded by Commissioner Berlin, meeting the adjourned at 8:45 pm.

Respectfully submitted,

Arletta Finger  
Secretary to the Board of Fire Commissioners