

Fire District #1 Prudential Committee

Open Session October 18, 2012

Call to order @6:00pm

Review and approval of the previous minutes

KT- asked for an amendment to the previous minutes to include a date. Date was not clear at the time but KT would get the actual date to be amended in the minutes

GS- made a motion to approve the previous minutes with the amendments

RM- 2nd

UA

Chief's Report

Review of extraordinary events

KT- questions on the breakdown of hours paid for such events

KT- What determines extraordinary? Chief- non routine activity of the normal day of duty

Chief offered an explanation of mutual aide with Holyoke and what triggers mutual aide

KT- asked that there be more detail on the extraordinary incident report

KT – presented an example of monthly budget reports he would recommend we start receiving from the Chief. We all agreed that's what we would like to see going forward as a board

Chief asked if KT could send him the excel spreadsheet so he could manipulate the cells

Chief said he was looking for an excel class to take

There was a general agreement by the board that we need to enhance our financial reports for tracking expenditures going forward from where we are currently

Capital Budget Update

Better reporting of all capital spending, where, how much, how many, etc is being recommended by the board

Ambulance Director Report

Kurt Schenker- presented an update on tracking ambulance billable. This will take sometime to untangle, board agrees. KS explained that he has calls into the billing company and may take a trip to sit with them to discuss in detail what we are looking for.

Ambulance abatement \$50,808.31

GS- Motion

RM- 2nd

UA

Emergency generator project update

T&B sent references

Chief verified 2 of 3 references and they came back very favorable

No return price for RFP

Small discussion around Chief doing the RFP

Site compliance issues

SHELD- no issues

Conservation- no issues

Possible noise issue, Chief getting a spec with noise standard

No vote taken at this time

Ladder 1 repairs and cost

Back in the shop

Chief not happy with the service or repairs

Costs of about 18k

Incorrect installation w/o a contract but would like to see if Sutphen has any liability

Conversation ensued about the ladder and Sutphen, future steps regarding the repair of the ladder

Open Meeting Law

Reminder to adhere to open meeting laws on postings etc.

Short discussion around the software and systems for the district

Discussed Fire Dept & Management responsibilities for community interaction

How people are getting invites to community events

Building permits- How are we making sure all inspections are taking place correctly and if it isn't then we need to make the selectboard aware that they may be putting citizens at risk. We have a responsibility to make them aware of the problem.

Media Communications

Dept has a PIO= Public Information Officer

Chief said that can be delegated by the Chief to whomever he wants. Currently it is Capt.

Pula

KT- recommended creating a PIO policy so only trained and qualified people are speaking to the public
Reports to the Prudential Committee
Chief mentioned breaking up the district into quadrants for inspections and working with the businesses to correct any violations

Chief mentioned that he had spoken at the women's club as well as Hubert Place and has a number of other requests for speaking

Budget Planning

KT – doesn't want to go to March, would rather work on it before hand so it writes itself in January

KT- told the board that he is trying to establish a performance review for the Chief in regards to job performance

New Business

Next meeting, November 15.....changed to November 20 because of a rescheduled town meeting

GS- Motion to adjourn

RM- 2nd

UA

Meeting closed at 7:52pm

A handwritten signature in cursive script, appearing to read "G. J. [unclear], Clerk".