

The regular monthly meeting of the EAGLE MILLS FIRE DISTRICT #1 Board of Fire Commissioners was called to order by the District Secretary at 7:42 pm on Thursday, October 21, 2021.

Member's present were; Joe Kunz, John Erickson, Jeff Dunham, Shawn Duffey, and Chris Swanson. Jeff Dunham arrived a little past the 7pm start.

An accounting of all monies in the treasury was distributed to all the Commissioners. The account information had a breakdown of the CRF accounts and a screenshot of the bank statement values as of the end of the previous month. Jeff Dunham made a motion seconded by John Erickson approved 4-0 with all in favor to accept the Treasurer's report.

The Secretary's report of the September 16, 2021 meeting was supplied at the July meeting. Shawn Duffey made a motion, seconded by Chris Swanson and approved 4-0 with all in favor to accept the meeting minutes.

There was no request for public access from those in attendance.

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*Old Business*

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The meeting was started with a presentation from the UBS financial advisor for the LOSAP program. He reviewed the current portfolio and historical returns and presented a few changes for the investments to the Commissioners.

John Erickson made a motion, seconded by Shawn Duffey approved 4-0 with all in favor to go forward with the investment changes that were recommended.

Joe Kunz made a motion, seconded by Shawn Duffey, and approved 4-0 with all in favor to accept the budget that was worked on and presented at the last meeting.

The Commissioners closed the budget meeting at 7:45. There was no attendance from the public about the budget.

The Treasury explained that a check to pay National Grid from July has not been cashed. He is going to put a stop payment on the check and add the amount of that check to the next National Grid payment.

The Secretary explained that he contacted the Spectrum about the service we are paying for and they confirmed after reviewing the account and testing the connection that the District was only paying for 10 mbps. Spectrum offers a newer service for 200 mbps, if the Commissioners would like to upgrade the service. That is the next lowest service provided. This would increase the monthly cost and there would be a one-time install fee of \$99 if the Commissioners approve. The Commissioners discussed and agreed to upgrade the service. The Secretary will contact Spectrum and schedule the upgrade.

Shawn Duffey made a motion, seconded by Chris Swanson and approved 3-0 with all in favor to go ahead and update the service with Spectrum.

The Treasurer explained that he met with the CPA and the 2018 audit report was provided and the CPA took the rest of the files for 2019 and 2020. The management letter for 2018 needs to be signed and returned to the CPA.

The Treasurer explained that the paper for the van title was mailed to the Albany DMV on 9/23 and to date the check has not been cashed. He will try to call them and get an update and will monitor the bank account for the check being cashed.

The Commissioners closed the budget meeting at 7:45. There was no attendance from the public about the budget.

The vendor who provided the quote to update the network at the firehouse arrived and discussed the proposal and requirements that he thinks is necessary. The Commissioners and Secretary asked questions and agreed to several of the upgrades that were presented. Shawn Duffey would also like to get a server built for us, so we can store all computer data on a central server. The vendor will contact the Secretary to start the install on the router when the parts arrive.

John Erickson asked the Safety Officer and Joe Kunz if they could coordinate with him to meet the representative from PERMA to walk through the building for the inspection. They agreed to try for Thursday the 28th.

Jeff Dunham explained that the Department is interested in donating funds towards the purchase of a new digital sign for the District. Jeff Dunham and Joe Kunz are going to review prices and specs for the sign and bring it back to the Commissioners. Jeff Dunham was provided with the quote that was received several years ago for a digital sign to review.

Jeff Dunham stated that Tim Pollock is going to stop by and look at the generator and give his opinion on why it is not running correctly. Jeff will coordinate with him to get him access to the generator. It was asked if the door to the room just be left unlocked, Jeff said he would check the door.

The Chief's Secretary asked if the Commissioners wanted the physicals scheduled for next year. The Commissioners discussed and agreed to go ahead and schedule the physicals.

The safety officer suggested that the items he has mentioned on his reports should be addressed before the audit from PERMA. John Erickson said he has the list of items; it was asked that the safety officer email the Commissioners the list.

Chris Swanson asked for an update on the status of driving privileges for the other EMT. The Chief Secretary stated she would explain.

The Director of Department Board explained that he met with the County and had a meeting the night before and a representative from the Town was present about membership. The President discussed putting together a one-page document on the benefits available to joining. The Commissioners also discussed posting regularly on the sign to bring more attention to the Department. The Director is also looking into getting a table skirt that they can use with the Department logo.

The Director asked about Associate Members and if it was ok for them to ride or drive any of the department vehicles. It was mentioned that EVOK is needed to drive a department vehicle.

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*New Business*

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Joe Kunz mentioned to the Commissioners that a member asked about purchasing bug spray and the Commissioners discussed and agreed with the winter coming on, the need for bug spray would be minimal.

Chris Swanson asked about purchasing over-head door remote for 104. The Commissioners discussed getting several new remotes. A purchase request was completed to buy 5 new remotes.

Chris Swanson also mentioned he plans to attend an EMS Vital signs conference. The Procurement Officer said she could pay for the fee on the credit card.

Jeff Dunham talked about purchasing reflective vests that could be handed out to the public to help them stay safe while walking/running at night. A purchase requested was completed and signed approving this purchase.

Jeff Dunham mentioned he talked to Jay LaBarron about coming to our meeting to discuss job descriptions for a paid fire position and what should be included. Jay could not make this month's meeting but Jeff will try to reschedule.

John Erickson asked if anyone was interested in attending the Associations fall workshop. The Treasurer was asked to write a check for John to attend.

The Chief's Secretary explained that an EMT member who is not currently approved to drive, submitted his certificate that he is approved to drive an Ambulance and the Commissioners and Chief agreed to let him start driving to calls.

John Erickson made a motion, seconded by Shawn Duffey, and approved 4-0 with all in favor to pay all the bills presented by the Treasurer and audited by the Commissioners.

John Erickson made a motion, seconded by Jeff Dunham, and approved 4-0 with all in favor to adjourn the meeting at 8:57 pm.

Respectfully submitted,

*Pete Kerwin* - Fire District Secretary