

The Cuba Joint Fire District held its regular monthly meeting on Wednesday February 13, 2013 at 7:00 p.m. in the Fire Department meeting room at 51 East Main Street Cuba New York.

The meeting was opened with the pledge to the flag.

Roll Call: Russ Heslin—present: Mike Johnson—present: Marlene Doyle—present: Derek Clement—present: John Lafever—present: Treasurer Melissa Hardman—present: Secretary Richard Seigel Sr.—present

Also in attendance: Chief Kevin Nutt, 1<sup>st</sup> Asst. Chief Dave Hardman, 2<sup>nd</sup> Asst. Chief Nick Sweet, Wayne Butts, Doug Rettig, Tab Loftis.

Motion by Mike Johnson 2<sup>nd</sup> by Derek Clement to dispense with the reading of the previous month's minutes and approve them.—carried

Treasurer's Report by Melissa Hardman: Treasurer gave the commissioners copies of the District's profit & loss statement for January 1<sup>st</sup> thru February 7<sup>th</sup> and the check details for the district.

Presentation of the bills by Treasurer Hardman: The commissioners met prior to the meeting to audit the bills presented by the Treasurer. Each of the bills presented in voucher form was audited and each commissioner placed their signature on the vouchers as their approval to have the Treasurer pay the bills. Motion by Derek Clement 2<sup>nd</sup> by Mike Johnson and all approved unanimously, it was resolved that the Board of Commissioners, following the audit and approval of the vouchers #070-13 thru #076-13 presented by the Treasurer and itemized profit and loss report in the total amount of \$8,842.47 hereby approves and allows payment of such approved vouchers and orders the Treasurer to pay such allowed and approved vouchers.—carried

There were (3) additional bills that needed to be paid prior to the next meeting to avoid a late charge. These were included in the \$8,842.47 bill total, but needed to be vouchered and approved. These will be vouchers #077-13 thru # 079-13. Motion by Derek Clement 2<sup>nd</sup> by John Lafever and all approved unanimously, it was resolved that the Board of Commissioners following an audit and approval to pay these bills and allows payment of such approved bill and orders the Treasurer to pay such allowed and approved bills.—carried

Chief's Report: See attached, Motion by Mike Johnson 2<sup>nd</sup> by Marlene Doyle to approve the (3) new members of CFD from the chief's report plus a 4<sup>th</sup> new member Shawnday Fredrick. Carried

Communications: Chairman Heslin read a letter from attorney Mark Butler, Secretary Seigel stated that he had sent the letter to attorney David Pullen naming him as legal counsel to the Fire District and the Patriot newspaper had all the meeting for the district for the coming year.

Old Business: Chairman Heslin researched the question of the term of the District Treasurer. A regular fire district Treasurer is an elected position. In a joint fire district the Treasurer's position is appointed unless it is specifically stated how the Treasurer is selected in the original resolution to form the joint fire district. Since the original resolution did not address the Treasurer's position it is up to the Board to appoint the Treasurer. Motion by Derek Clement 2<sup>nd</sup> by Mike Johnson it is resolved that Melissa Hardman be appointed for a (3) year term as Treasurer for the Cuba Joint Fire District.—carried; Commissioner Derek Clement stated he had (3) quotes for a 18" x 24"

weatherproof window display box; action tabled until the next meeting, Commissioner Marlene Doyle stated that she had (contacted (3) firms who could) audit the books of the district, decision will be made after the meeting with Mr. Roberts from the state Comptroller's Office on Feb. 19<sup>th</sup>, Chairman Russ Heslin sent the matter of a magic jack vs wireless service back to the Fire Department to select the service that best suits their operation, the Board directed Treasurer Hardman to pay the election officials the \$35.00 as required by law for the December district election. One of the (3) officials did not turn in a voucher.

New Business: Motion by John Lafever 2<sup>nd</sup> by Derek Clement to allow the Treasurer to pay utility bills (i.e. electric, fuel and telephone) prior the regular meeting date to avoid a late fee penalty.—carried

Motion by Derek Clement 2<sup>nd</sup> by Mike Johnson that a new CFD member may start as soon as approved by the Department under the Department restrictions prior to board approval.—carried

McNeill Insurance Company presented CFD with a list of suggested items for safety purposes. The department has answered the survey and the insurance company has accepted the answers.

Lee James will attend the April 10, 2013 meeting and present quotes from (5) companies that offer fire district insurance.

Chairman Russ Heslin presented a proposal that the Cuba Joint Fire District join the Association of Fire Districts for the State of New York. The association sends monthly newsletters and can be helpful in some legal matters. Motion by Derek Clement 2<sup>nd</sup> by Mike Johnson that the Cuba Joint Fire District join AFDNYS at a cost of \$375.00/yr. and resolves that the treasurer send a check.—carried

Chairman Russ Heslin signed the agreement with Attorney David Pullen for legal services. The fees are \$150.00/hr. if an attorney is required and \$75.00/hr. if a paralegal can handle the item.

Mr. Roberts from the State Comptroller's Office will be here Tuesday, February 19<sup>th</sup> from 5:00 p.m. until 7:00 p.m. to meet with Commissioners Doyle, Heslin and Treasurer Hardman.

The payment of the fees for the formation of the Joint Fire District will be addressed at the March meeting after a review of the costs.

Wayne Butts commented on the December election and offered these suggestions. The hours are set for 2:00 p.m. thru 7:00 p.m. to allow more persons to vote especially during daylight hours and that serious consideration be given to having absentee ballots.

Chairman Russ Heslin thanked Mr. Rettig for the gavel he presented him for conducting district business.

Commissioners Heslin, Clement & Sec. Seigel will review the (2) e-mail accounts for consolidation and purging of old items.

Commissioner Doyle stated she wished to get training before the Sept. session in Clarksville. She will check to see if there is room in the training to be held in Bath Saturday March 2<sup>nd</sup>. Some of the other commissioners might also like to attend.

Motion by Mike Johnson 2<sup>nd</sup> by Derek Clement to adjourn.—carried 8:25 p.m.

