

Commissioners Meeting  
March 13, 2023

**Attendees:**

**Secretary:** Shawn Smith

**Commissioners:** John Pavelock, Karen Edwards, Trisha Finen, Peggy Darling, Kelly Engel

**Representatives from Fire Department:** Carl Finen, Matt Smith

**Absent:**

**Public Attendees:**

**Guest:**

**Meeting:** called to order at 18:30

**Minutes reviewed:** Minutes reviewed from January:

Motion to accept February minutes with the below revisions Peggy Darling, seconded by Karen Edwards, all in favor.

**Correspondence:** none

**Old Business:**

- Secretary will not be available on the 3<sup>rd</sup> Monday in March. Secretary requested the meeting be held on Monday, March 13<sup>th</sup>.
  - Secretary will put an ad in the paper to change to this date for March only.
- National Grid bill – over 2k kwh. With mini splits it is expected to increase but the usage seems excessive
  - Chief will ensure the temperature is locked and set at 60.
  - Secretary will reach out to National Grid to question the usage.
- New Business – Secretary to contact the town to get a copy of the Town Law Book
  - Will send out the NYS town law link.
- John Pavelock presented official Town of Vienna minutes from June 22, 1936, stating “fire Commissioners be part of not less than two members from each town”. The minutes were stamped and duly signed by the Town of Vienna Deputy Clerk, Kathy Pavelock.
- Fire extinguishers got certified.
- Old Engine 2 next steps: – Peggy Darling will put an ad onto eBay. Cap reserve will be 10k.
  - \$79, \$49, \$19 to place ad for eBay
  - Additional websites for a possibility, Peggy will look into it.
  - Tabled until April meeting.
- Physical policy. Access reached out to the Chief to offer physicals, Secretary printed paperwork and price list to present to the Commissioners.
  - John Pavelock is drafting an RFP for annual physicals starting 2023 and will email it to the Commissioners prior to the March meeting.

- John Warren provided a letter to the Chief advising that he is taking a leave of absence for 6 months.
- Peggy Darling brought information to the meeting regarding the 10% tax reduction being proposed. Additional information can be read here; [NY tax break for volunteer firefighters](#); amongst other sites
- OSHA training, Peggy Darling has reached out again, still no response.
  - John Pavelock provided Chief Finen with **copies** of my OSHA Authorized Outreach Trainer Status for General Industry and Disaster Worker.
  - **March meeting; Peggy heard back from Rob Barthalemue from Taberg Fire dept and he offered a date of this week which does not allow enough time to schedule with members.**
- The drafted new physical policy was sent to all members on the board during this meeting. Each Commissioner will review and send notes prior to the March meeting so the Secretary can print recommended revisions to be discussed during the March meeting.

**New Business:**

- Chairman of the Board called an executive session at 18:40 to discuss a Personnel issue.
  - **The Chairman of the Board requested Commissioner John Pavelock not to attend the executive session, in which he complied.**
  - **The Chairman of the Board requested Secretary Shawn Smith not to attend the executive session, in which she complied.**
  - The executive session ended at 19:45. Commissioner's meeting resumed.
- Peggy Darling received a call from a Sue Harvey stating there were vehicles driving erratically to the scene on Saturday March 11, 2023. A letter is being requested advising this concern was addressed at the next Commissioner's meeting. Based on the description of the vehicles provided to Peggy Darling, it was determined they were not from members of McConnellsville Fire Dept.
- Kelly Engel is going to Fire Police training in Boonville. Peggy Darling makes a motion if there are cost of training materials, the district will reimburse. Karen Edwards seconded. All in Favor.

Financial Bank Statement: Statement for February 2023 were presented for the board's review.

Monthly Invoices: Invoices for March were reviewed and authorized for payment by commissioners that were present at this meeting.

Adjournment: Motion to adjourn at 20:06 by Peggy Darling seconded by Trisha Finen. All in favor

Minutes Submitted  
Shawn B. Smith  
Secretary/Treasurer