

**ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
DECEMBER 20, 2011**

Members Present:

Francis J. Pandich, Jr. Chairman
Scott Costello, Secretary
Lewis Hoffer
Donald Battaglini
George M. Bush

Others Present:

Jeffrey Winchell, Chief
Joseph Shoemaker, Asst. Chief
Robert Brady, Asst. Chief
Anthony Fiacco, Treasurer
Alice Fiacco, Administrative Assistant
Jillian Stout

Chairman Pandich called the meeting to order at 6:10 pm.

Motion by Member Battaglini second by Member Bush to approve the minutes of the November 15, 2011, meeting. All aye; motion carried.

Treasurer's Report: Prior to the meeting Member Costello reviewed all the bank statements and Treasurer's Reports. Motion by Member Costello, second by Member Battaglini to accept the Treasurer's Report. All aye; motion carried.

Hearing of Visitors: None.

Unfinished Business:

1. **Plastisol:** Our attorney received a letter from Plastisol's attorney. We will schedule a meeting with our attorney to respond to their letter.
2. **Electronic sign/building updated:** Member Bush has made arrangements for Jeff from Delta Engineering come to our January meeting.
3. **Storage building:** No report.
4. **Sewer line:** Member Battaglini reported the engineer, Bob Bennett, is working on this. He lost many of his records during the flood.
5. **Cell phones:** Discussion of options. We can switch from Nextel to Sprint, keep the same monthly cost and just switch networks. The only cost will be the purchase of new phones. We will switch and see if there is any improvement in service.
6. **Inspection dinner:** We found there is a conflict with the January 21 date. We will look at some other dates. Motion by Member Costello, second by Member Hoffer to purchase glasses as gifts for the dinner - approximately 250 glasses at \$6.88/ea plus \$125 setup charge. All aye; motion carried.

New Business:

1. **Motion by Member Battaglini, second by Member Bush to approve the December bills- vouchers numbers 12-001 to 12-065 totalling \$47,280.80. All aye; motion carried.**
2. **Motion by Member Battaglini, second by Member Bush to approve the petty cash report dated December 20, and approve reimbursement of \$139.74 to the petty cash fund. All aye; motion carried.**
3. **Motion by Hoffer by Member Battaglini second by Member Bush to approve the following purchase requests:**

Staples - office supplies	line 011	\$129.33
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All aye; motion carried.
4. **Motion by Member Costello, second by Member Battaglini to approve the budget transfers submitted. All aye; motion carried.**

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5. **Building report:**
a) Member Costello said he will make arrangements to schedule an energy audit.
b) Discussion of phone lines for community room. This caused problems during the floods with people from the Red Cross shelter tying up all of our lines. Suggested we meet with the Red Cross to discuss the future of using the fire station as a shelter. It is good for short term sheltering, but we are not set up for long term. Chief also suggested that we look at our own operations in case station #1 is flooded or put out of service. Need to have contingency plans.
6. **Motion by Member Bush, second by Member Hoffer to approve the following events in the community room:**
- | | | |
|---------|-----------------------------|-----------------------|
| 1/8/12 | Girl scout recruiting event | no charge |
| 1/22/12 | Monique Gee, family party | \$50 security deposit |
| 4/1/12 | Kiwanis, pancake breakfast | \$50 security deposit |
| 6/12/12 | U-E Chorale/S. Costello | \$50 security deposit |
- All aye; motion carried.

We also have started a calendar for the Training Room since that was double booked last year; it is hanging in the Asst. Chiefs' office.

7. **Chief's Report:**
a) **Motion by Member Battaglini, second by Member Bush to renew our EMS agency certification with the NYS Department of Health. All aye; motion carried.**
b) Engine 1 has a rear seal leak and a problem with road to gear shift. Will be repaired soon.
c) Smoke detectors are in for the free smoke alarm program. We will start installing these.
d) Five Mile Point has agreed to purchase our old pagers at the going rate on e-bay - Minitor 4's at \$175 and 5's for \$250.
e) There was recently some question about the definition of training hours that meet the fire company's 15 hour bylaw training requirement. A copy of the policy was located and the Chief has brought it up to date. **Motion by Member Bush, second by Member Hoffer to approve the revised bylaw regarding training hours. All aye; motion carried.**
f) Discussion of company bylaw which allows certain members who move out of the district to retain membership in the fire company. This needs to be approved by the Board since current District policy is that all members must be residents of the district.
g) Chief would like to go over financial plan with the treasurer. Find out when bonds are paid off to assist him in updating his five-year plan.
8. **Motion by Member Battaglini, second by Member Hoffer to accept the Training Division Report. All aye; motion carried.**
9. **Motion by Member Costello, second by Member Bush to accept the Support Division Report. All aye; motion carried.**
10. **Motion by Member Bush, second by Member Battaglini to accept the Maintenance Division Report. All aye; motion carried.**
11. **Motion by Member Battaglini, second by Member Bush to receive and file notification that Kyle Doyle has been dropped from the rolls. All aye; motion carried.**
12. **Motion by Member Costello, second by Member Hoffer to receive and file the results of the Fire District election held on December 13, 2011. Member Battaglini was elected to a five-year term ending 12/31/16. All aye; motion carried.**
13. **Motion by Member Costello, second by Member Bush to allow the Treasurer to pay all bills and make all necessary line transfers to close the books for 2011. All aye; motion carried.**
14. **Motion by Member Battaglini, second by Member Costello to schedule the 2012 Organizational meeting on Tuesday, January 3, 2012 at 6 pm. All aye; motion carried.**

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15. The 2010 audit report from Barrett & Mahonski was just completed. Members received copies of the report to review. Motion by Member Battaglini, second by Member Costello to receive and file the report. All aye; motion carried.
16. Motion by Member Bush, second by Member Costello to approve a 4% salary increase for three regular employees starting first pay period of 2012. All aye; motion carried.
17. Motion by Member Battaglini, second by Member Bush to purchase a new Chief's vehicle for the Chief, a Tahoe. All aye; motion carried. Member Battaglini will check state bid prices vs. Prices from local dealers.

Motion by Member Bush, second by Member Costello to go into executive session at 7:15 pm to discuss personnel matters. No action taken during executive session which ended at 7:50 pm.

Motion by Member Hoffer, second by Member Battaglini to adjourn at 7:50 pm.

Respectfully Submitted,

Scott J. Costello
Secretary

SJC/af