

ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
September 17, 2015

Members Present:

Francis J. Pandich, Jr., Chairman
George M. Bush, Secretary
Ronald Materese
Donald Battaglini
Carlton Anderson

Others Present:

Jeffrey Winchell, Chief
Thomas Palazzo, Asst. Chief
Mike Battaglini
Brent Soden
Jake Polovchak
John Hussar, Grey Goose Graphics
Steve Harter, Harter Insurance
Robert Brady
Anthony Fiacco, Treasurer
Erika Pereira, Clerk
Alice Fiacco, Administrative Assistant

During the work session Steve Harter did a presentation on Utica Mutual insurance. John Hussar also spoke to the Board about the use of social media to promote a positive image for our organization.

Chairman Pandich called the meeting to order at 6:40 pm.

Motion by Member Battaglini, second by Member Bush to approve the minutes of the August 20, 2015, meeting. All aye; motion carried.

Treasurer's Report: Motion by Member Battaglini, second by Member Bush to accept the Treasurer's Report. All aye; motion carried.

Hearing of Visitors: None.

Unfinished Business:

1. Bathroom remodeling: We are waiting for the DASNY grant.
2. Endicott Water: Nothing to report.
3. Floor coating: Check with Watson Engineering. We had hoped to have this done this year.
4. SAM/DASNY grant: We recently received more paperwork on this which was signed and returned.
5. Uniform closet: No report.
6. Thermal imaging camera: We are working with Bullard to get this fixed.
7. Apparatus wall painting: We are getting quotes on this.
8. 2006 Jeep: This was sold on Auctions International for \$6500.
9. Fire district study: The members surveys were completed and sent to PSSi. Would like some help completing station surveys.
10. AV equipment for training room: This is on order and will be installed soon.
11. Sex offender policy: We received a policy from Attorney Mark Butler which has been reviewed by the Commissioners. Motion by Member Anderson, second by Member Battaglini to approve the policy "Persons Convicted Of One Or More Criminal Offenses." All aye; motion carried.
12. One of our three boilers needs replacement. We received a quote from Air Temp for \$15,906.00. We contacted Petcosky Plumbing and Heating for a second quote. After working on this quote for several days, they

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determined that many of the parts needed to make the boiler work with the current boiler and controls are proprietary parts and could not be obtained. Even without these they advised there quote was already \$16,000. Since Air Temp is the sole source for these parts in our area, Air Temp is the only one who can replace the boiler. Motion by Member Anderson, second by Member Battaglini to accept the quote from Air Temp and have them replace the boiler at a cost of \$15,906.00. All aye; motion carried.

13. Black top: Member Battaglini called four contractors for quotes on the weed area off of the parking lot at station #3. Quotes submitted:

Battaglini Sealcoating & Paving	\$17,480.00 for paving up to base coat \$8,140.00 for top coat to be done next spring
Lynch Paving	\$15,690.00 for paving up to base coat \$5,915.00 for top coat to be done next spring
A & S Blacktop	\$15,690 for paving up to base coat \$7,881.00 for top coat to be done in spring
Broome Bituminous	No quote received

Discussion of having this done now. We do use this for training and having it paved will make the area better for training; also will no longer have to cut down weeds. Motion by Member Bush, second by Member Materese to accept the quote from Lynch Paving, as the overall price is lowest. Motion carried; 4-aye; 1 abstain (Member Battaglini).

14. Drug testing. Still waiting on pricing from Lourdes. We are considering testing new members and periodically re-testing. We need to develop a policy on this. It's difficult to do random testing due to conflicts with work.
15. Painting of apparatus floor: Still waiting on another quote.
16. Bunk room: We need to develop a policy on this before we do anything.
17. Med Team: This will need board approval to go forward with this.
18. Opening up membership. Law only allows 45% of members to be from outside the district. This will result in additional costs for more turnout gear, pagers, etc. Suggested that we have PSSI take a look at both out of district membership and Med Team to get recommendations on these from the study.
19. New County radio system: Chief suggested that we start putting away money for this. May cost us \$150,000 for radios for our department.
20. Projects: Looking at upgrading the community kitchen if we have sufficient funds left this year. Refrigerator and dishwasher need to be replaced and would like to rearrange the kitchen.

New Business:

1. Motion by Member Bush, second by Member Battaglini to approve the following vouchers for payment: Vouchers #09-001 to 09-055 totaling \$37,927.98 All aye; motion carried.
2. Motion by Member Battaglini, second by Member Bush to approve the list of transfers submitted. All aye; motion carried.
3. Building report: The laminate is coming off the board room table. We checked with Upstate Office Furniture who offered three options:

-Repair \$675.00 plus \$75 pickup and delivery; involves removing laminate and replacing with new sheet
-Replace the top of the current table. They have a light gray one in stock; can remove the entire top from the table and replace with a new solid top, cost \$375.00
-Entirely replace the table for \$874.00 which includes delivery and installation
Discussion followed. Members wanted a quote on a table that has outlets, as we are now using tablets and laptops and it would be convenient to have a place to plug this in built right into the table. We will get a price on something with outlets built in.

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4. Chief's Report:
Motion by Member Anderson, second by Member Battaglini to approve the following Best Practices submitted by the Chief:
 - Auxiliary Response
 - Rope Rescue
 - Mutual Aid Response
 - Membership RequirementsAll aye; motion carried.
Noted that the Membership requirements information should be sent to the fire company so that by laws may be changed to reflect this.
5. Support Services Report: Motion by Member Battaglini, second by Member Bush to accept the Support Services Division Report. All aye; motion carried.
6. Maintenance Division: Motion by Member Battaglini, second by Member Bush to accept the Maintenance Division Report. All aye; motion carried.
7. Training Division: Motion by Member Bush, second by Member Battaglini to accept the Training Division Report. All aye; motion carried.
8. Fire Company notified that Board that Nate Leonard has been elected as Lieutenant.
9. Discussion of new program to track members' times. Currently we are using a very old program that is difficult to use. We have gotten an estimate of \$1750-\$2100 to have a custom program written for this using MS Access. Motion by Member Battaglini, second by Member Materese to approve having the custom programming done for this. All aye; motion carried.
10. Motion by Member Battaglini, second by Member Materese to purchase:
 - a new version of Quickbooks at a cost of \$125.00.
 - a newer version of Wordperfect for \$139.99
 - replacement work station for the one that failed, not-to-exceed \$800;
 - new work station to run keyless entry and ID card printer, not-to-exceed \$1,000 including computer, keyboard, mouse, monitor, MS office and UPS;All aye; motion carried.
11. Motion by Member Materese, second by Member Battaglini to purchase an additional tablet, estimated cost of \$700. All aye; motion carried.
12. Discussion of 2016 budget. Proposed budget used \$100,000 remaining from bond fund to pay principal and interest on the new bond which results in a significant increase in our budget in 2016. Motion by Member Battaglini, second by Member Materese to approve the proposed 2016 budget using \$200,000 left in the 2014 bond fund to cover 2016 principal and interest payments. Total budget will be \$1,016,816 with \$923,716.00 raised by taxes which keeps us within the tax limit. All aye; motion carried.
13. Motion by Member Battaglini, second by Member Bush to set the time for the budget hearing as 6 pm on Tuesday, October 20, 2015. All aye; motion carried.
14. Motion by Member Bush, second by Member Battaglini to change the date of the October meeting to Tuesday, October 20, at 6pm; work session at 5:30 pm. All aye; motion carried.
15. Motion by Member Bush, second by Member Materese with much regret to accept the resignation of Mary Bricker as Deputy Treasurer. All aye; motion carried. Motion by Member Battaglini, second by Member Bush to send her an arrangement to thank her for her service to the fire district, not-to-exceed \$80. All aye; motion carried. We will begin looking for a new person for this position.
16. Motion by Member Bush, second by Member Materese to provide flu shots at no charge to members, employees and their spouses. Also to provide pneumonia shots to those who qualify at no charge. All aye; motion carried.

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17. Motion by Member Battaglini, second by Member Materese to receive and file correspondence:
 - Fire Districts Mutual of New York Mutual Insurance regarding new CEO, Matt Vehlies
 - AFDSNY re: dues increase for 2016;All aye; motion carried.

Motion by Member Battaglini, second by Member Materese to adjourn at 8:35 pm. All aye; motion carried.

Respectfully Submitted,

George M. Bush
Secretary
GMB/af