

ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
SEPTEMBER 15, 2016

Members:

Francis J. Pandich, Chairman
George M. Bush, Secretary
Ronald Materese
Andy Anderson

Others present:

Thomas Palazzo, Asst. Chief
Kevin Leniek
Robert Brady
Anthony Fiacco, Treasurer
Erika Pereira, Administrative Assistant
Alice Fiacco, Executive Assistant

Chairman Pandich called the meeting to order at 6:05 pm.

Motion by Member Bush, second by Member Materese to approve the minutes of the August 18, 2016 meeting and September 6, 2016 special meeting. All aye; motion carried.

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

Hearing of Visitors: Cheryl and Matt Grafton asked about doing a "Trunk or Treat" event on Halloween at the fire station. This will be considered under new business.

UNFINISHED BUSINESS:

1. Bathroom remodeling: No report.
2. Endicott Water: We will send them a letter about hydrants.
3. Station #3 Feasibility Assessment: Motion was made last month to award the bid to Watson Engineering to do the feasibility study for \$2,940 and was tabled to this month. Called to vote: 2-aye (Anderson, Materese); 2- nay (Pandich, Bush). Bid is not awarded.
4. Deputy Treasurer: Treasurer has met with Alison Senft and she wants more information on the position. Since she will work occasionally, believe we should pay her as a 1099 vendor and not put her on the payroll. Board suggested \$32.50 as a hourly rate. Board asked that she attend next month's meeting then she can start to review reports and finances to become familiar with our operations.
5. Dedication of vehicles for members Mills and Hoffer will be Sunday, September 25, at noon. Plaques for the trucks are done and plaques for each individual are on order. We will also order cakes for the ceremony.
6. Budget: Members reviewed the budget that was put together at the work sessions. Motion by Member Bush, second by Member Materese to approve a budget of \$1,211,219.00 with \$1,188,719.00 to be raised by taxes. A resolution was already passed at the special meeting to override the tax cap. All aye; motion carried. For a home with an assessment of \$4,380 (approximately \$100,000 market value) this will result in a \$35 tax increase for the year.
7. Discussion of bonding for station #3. We will look at this in the first quarter of 2017.

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8. Discussion of setting up capital funds. Members discussed setting up two separate funds- one for apparatus replacement and one for equipment replacement. Motion by Member Bush, second by Member Materese to set up these funds. All aye; motion carried. We will contact our attorney to prepare the resolutions for the ballot.
9. Member Anderson has been talking with National Cable to get some of our old alarm wires removed.
10. Discussion of security at stations 2 & 3. Suggested that we get pricing from Sentry to add new cameras to our systems.
11. We need to fill cracks in the parking lot at station #1. We will contact a vendor to get a quote.
12. Look at adding some lights outside at station #3. Also should add a motion detector switch to the light in the janitor's room by the community room.

NEW BUSINESS:

1. Motion by Member Bush, second by Member Materese to approve the following bills for payment:
Vouchers # 09-001 to 09-067 totaling \$31,888.97
Bond Fund vouchers #BF 09-001 to 09-008 totaling \$15,915.86
Supplemental list #10- 001 to 10-006 totaling \$474.40
All aye; motion carried.
2. Motion by Member Bush, second by Member Materese to approve purchase of shirts featuring new engine and rescue at a cost of \$2366.10 plus \$112.00 shipping. Vendor has requested payment in advance. All aye; motion carried.
3. Motion by Member Bush, second by Member Materese to approve line transfers. All aye; motion carried.
4. Building:
 - a. Motion by Member Bush, second by Member Materese to approve strip & wax of bathroom and downstairs hallways floors at a cost of \$200. All aye; motion carried.
 - b. Motion by Member Bush, second by Member Materese to approve key pad installation on rear east door at station #1 at a cost of \$1595.00. All aye; motion carried.
 - c. We will get quotes on replacing the heat/AC units in the board room.
 - d. Reviewed quote for maintenance contract on the AV equipment. Cost was \$2,200.00. Members were not sure what this represented and what maintenance would be required on this system.
5. Community Room: Motion by Member Bush, second by Member Materese to approve the following events in the community room:
9/17/16- Mary Standish (member), wedding, \$200 security deposit
9/18/16- Jen Lasher (member), planning meeting for benefit
10/1/16- R. J. Beck (member), family birthday party \$200 security deposit
10/8/16- Dan Foster (member), shower, \$200 security deposit
10/22/16-Dick Dodge/Red Cross, for smoke detector installation program in Endwell

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10/27/16- Emilee Semo, —E Modified Swim team banquet

All aye; motion carried.

Motion by Member Bush, second by Member Materese to permit the Broome County Firefighters' Association to use the back parking lot for their trailer dedication on September 25, and if it rains that day, to allow them to bring the trailer inside the truck bays. All aye; motion carried.

6. Chief's Report:

a) Motion by Member Bush, second by Member Materese to approve participation in the M-E Homecoming Parade on October 8 and the Park Manor Halloween Parade on October 29. All aye; motion carried.

b) There was a discussion of equivalencies for courses required to run for office.

7. Motion by Member Bush, second by Member Materese to accept the Support Services Report. All aye; motion carried.

8. Motion by Member Bush, second by Member Materese to accept the Maintenance Report. All aye; motion carried. Asst. Chief Palazzo was concerned over some of the travel charges from Vandermolen as a result of them "forgetting" to bring required parts and then charging us additional travel charges. He has spoken to them about this and will be watching invoices.

9. Motion by Member Bush, second by Member Anderson to accept the Training Division Report. All aye; motion carried.

10. Motion by Member Bush, second by Member Materese to approve holding of a "Truck or Treat" event at our fire station on October 31, 6:30 pm to 8:30 pm and to spend \$200 for decorations and candy for the event. All aye; motion carried. Matt & Cheryl Grafton will be chairing this event, they were advised if they think they need more money to let the Board know, they will also be contact the Fire Company for funding.

11. Motion by Member Bush, second by Member Materese to place the donations from the B.C. Stitchers in the account for a new message board sign (D40). All aye; motion carried.

12. Motion by Member Bush, second by Member Anderson to hold the annual budget hearing on Tuesday, October 18, at 6 pm. And to change the date of the monthly meeting to October 18, with work session at 5:30 pm and meeting at 6 pm. All aye; motion carried.

13. Discussion of new routers. Motion by Member Bush, second by Member Materese to purchase three new routers, one for each station at a cost of \$929.00 for the routers plus \$65 shipping and 5 years of maintenance/updates for these for \$807.00. All aye; motion carried.

14. Discussion of doing ID cards for East Maine's personnel. If they are willing to sign an agreement with us releasing us from any liability as a result of this, we would be willing to do this.

15. Motion by Member Bush, second by Member Materese to accept the following people to have access to the lock box in the radio room: Rhonda Shoemaker, Cheryl Grafton, Gail Cook, Elizabeth Congdon, Cathrine Storm, Susan Martino, and Ashlee Holmes. All aye; motion carried.

16. Received information on the Coughlin & Gerhart Labor Conference on October 4.

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17. Motion by Member Bush, second by Member Materese to go into executive session at 8 pm to discuss personnel matters. All aye; motion carried.

18. Out of executive session at 8:35 pm with no action taken.

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

Respectfully Submitted,

George M. Bush
GMB/af