

ENDWELL FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS MEETING  
DECEMBER 19, 2017

**Members:**

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

**Others present:**

Thomas Palazzo, Asst. Chief  
Kevin Leniek, Asst. Chief  
Michael Battaglini, Asst. Chief  
Robert Brady, Fire Company President  
Ashlee Holmes, Auxiliary Co-chair  
Alice Fiacco, Executive Assistant

Chairman Pandich called the meeting to order at 4:45 pm.

Motion by Member Bush, second by Member Battaglini to approve the minutes of the November 17, 2017, meeting. All aye; motion carried.

**TREASURER'S REPORT:** Motion by Member Bush, second by Member Battaglini to approve the Treasurer's Report. All aye; motion carried.

**HEARING OF VISITORS:** Ashlee Holmes requested to purchase a new tree for the Community Room. The Garden Club used to take care of this, but since they no longer meet at the fire station there was no tree this year. The tree by the main entrance was used downstairs, but it is very old and not in good condition.

A new tree was purchased for the main entrance. Member Pandich suggested that, if possible, this new tree be used downstairs, since it is too big for the hallway. Some felt this tree might be too tall, as the ceiling in the community room is relatively low. Board will approve the purchase of a new tree and leave it up to the auxiliary to decide what tree will look best where.

**UNFINISHED BUSINESS:**

1. Bathroom remodeling: Sinks will be installed tomorrow. The mirror has to be replaced because it is broken.
2. Display case: Paul Spisak, Jr. discussed with the board options for the display cases. Possibly a corner case with 4 x 8 foot sections, glass shelves with hooks to hang larger items.
3. Suggested that we get some pricing to update windows and floor at station #3.
4. Sign: We may need to request a variance from the Town for the new sign. Our attorney is checking on code requirements.
5. Generator: We have some quotes, but because of the cost we will have to write specifications and go out to bid for this.
6. Firefighter participation form: We need to send a copy of this to Bill Van Gorder for him to review.
7. Alarm Wiring removal: No report.

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8. Hydrant use: A new person will be heading up the Endicott Water Department soon. We may want to meet with him to discuss hydrant usage. Also noted that Endicott water did a training with some of the other fire departments and we may want to request that for our members.
9. Ductless Heat/AC units: We are still getting pricing and information on these.
10. Maine-Endwell Art Club mural for work out room: The club submitted sketches which everyone has reviewed. Motion by Member Bush, second by Member Anderson to proceed with this as soon as the walls upstairs have been painted. All aye; motion carried.
11. Interior painting: We have quotes from Jeff's painting (\$13,500) and Pickett's Painting (\$8,800). Pickett's quote does not include prevailing wage, as the two owners will be doing the painting so they are not required to use prevailing wage. Question on what type of paint will be used. We will hold this over for the Organizational meeting to discuss.
12. Family Leave Act: Motion by Member Battaglini, second by Member Bush to approve the disability and family leave insurance. All aye; motion carried.
13. Bailout window simulator: Asst. Chief Palazzo is meeting with Mike Major over the holidays to discuss plans for this. Member Bush asked about the roof simulator. We need to get a material list together but this won't be done until spring.
14. Station #3 fencing: Member Battaglini advised that he had forgotten about doing slats in the fence. He has a quote of \$3100 from Budget Fence to do this. The cost of the slats is about \$1900 if we wanted to do ourselves, but he recommended that we have them do it. Motion by Member Anderson, second by Member Battaglini to have Budget Fence put slats in fence. All aye; motion carried. We will have to decide on the color of the slats. This should be billed separately from the fence installation.
15. Cell phone booster: Request that this be removed from the agenda.
16. We need to have "No parking" added to pavement at station #2 but this cannot be done until spring.
17. Firefighter certification: We want to go back to doing our own in-house recruit training to get members started. This will ensure that members are familiar with our equipment and how things are done here. We may not be able to have them be green tagged interior firefighters until they take the State classes, but this will at least allow them to do some exterior firefighting. Officers should discuss what they feel should be included in this class. We may want to meet with Dave Sayles of OFPC to discuss this and check with Bill Van Gorder of NBT-Mang to get his opinion on this.
18. Question about Verizon Wireless service. All of these have been cancelled.

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**New Business:**

1. Motion by Member Bush, second by Member Battaglini to pay bills: Vouchers #12-001 to 12-078 totaling \$100,498.38. All aye; motion carried.
2. Motion by Member Bush, second by Member Battaglini to approve petty cash for \$141.75 and to reimburse fund in that amount. All aye; motion carried.
3. Motion by Member Bush, second by Member Anderson to approve the line transfers submitted. All aye; motion carried.
4. Community room use: No requests.
5. Motion by Member Anderson, second by Member Battaglini to accept the Chief's report. All aye; motion carried. The Chief sent a note to Board members in regard to some personnel issues. These will be discussed in Executive Session.
6. Motion by Member Anderson, second by Member Battaglini to accept the Support Services Report. All aye; motion carried.
7. Motion by Member Anderson, second by Member Battaglini to accept the Maintenance Division Report. All aye; motion carried.
8. Motion by Member Anderson, second by Member Battaglini to accept the Training Division Report. All aye; motion carried.
9. Motion by Member Bush, second by Member Anderson to accept donations and place them in the Sign Fund, line D40. All aye; motion carried.
10. Motion by Member Bush, second by Member Battaglini to receive and file results of the Fire District election. All aye; motion carried.
11. 2018 Organizational meeting will be held on Monday, January 1, 2018, at 11 am.
12. Inspection Dinner: Saturday, January 27, at Sons of Italy. They will be moving the tables back to give us more room for presentations. Menu will be similar but this year hors d'oeuvres will be on a table rather than served. There will be a dessert table and coffee bar after the meal.
13. We received correspondence from Attorney Mark Butler advising that he is discontinuing services to our fire district and will be returning the unused part of our retainer. Member Pandich indicated he would like to talk to Mr. Butler to see why this was done.
14. Discussion of accidents. Any accidents should be reported to board members immediately. In the past month there have been a couple minor accidents and some board members were aware, others were not. Will try to be sure information is sent out to all when this happens.
15. Discussion of Capital Reserve Funds. As bonds drop off do we need to allocate this money to the capital reserve fund? At any time board can move to allocate funds to these funds or these can be designated when the budget is done.

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16. Discussion of badges. Some officers do not have badges for the offices held. We do have some badges on hand, will get these out to those who need them. We will take an inventory and see what we have to order.
17. Tax cap review: We received correspondence and questions from the State Comptroller's office in regard to a review of the fire district's tax cap filings. Treasurer Fiacco has responded to these questions.
18. Motion by Member Bush, second by Member Battaglini to purchase a new Holiday tree for the fire station. All aye; motion carried.
19. We would like to do something to increase our number of volunteers. For 2018 would like to set up some programs to attract new members. Perhaps work with the school to increase interest among students and contact new residents about volunteering.

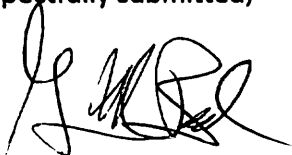
Motion by Member Battaglini, second by Member Bush to go into Executive Session at 5:50 pm to discuss personnel issues.

Out of Executive session at 6:15 pm with no action taken.

20. Chiefs are working on plans for a new brush truck. Will put together some information on costs. Want to keep the old brush truck since it is in good shape and sell Utility 31-1.
21. Discussion of possibly replacing the oldest chief vehicle.

Motion by Member Battaglini, second by Member Bush to adjourn at 6:35 pm. Carried.

Respectfully submitted,



George M. Bush  
Secretary  
GMB/af