

**ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
July 21, 2021**

Members:

Carlton "Andy" Anderson, Chairman
Don Battaglini
Mark Storm
Michael Hamzik
Kenneth Del Bianco

Others present:

Erika Pereira, Administrative Assistant
Tony Fiacco, District Treasurer
Tom Palazzo, Fire Chief
Davey Cortes
Ron Materese
Rob Brady
Shawn Pichura
Jill Pichura
Michael Battaglini

Motion by Commissioner Battaglini, second by Commissioner Hamzik to approve the minutes of the June 16, 2021 meeting. All aye; motion carried.

TREASURER'S REPORT: Motion by Commissioner Battaglini, second by Commissioner Storm to accept the Treasurer's Report and Capital Reserve Summary. All aye; motion carried.

Unfinished Business:

1. 100th Anniversary Updates:

Dear Board Members:

To commemorate the fire company's 100th anniversary we would like to ask the Board to put decals with our 100th anniversary logo on each of the vehicles, similar to what West Corners and Apalachin did for their 100th anniversaries. We can provide a high-definition image to make these.

Other items from the 100th committee:

- *The fire company ice cream social will be held on September 15. To celebrate our 100th anniversary, members have voted to give out free ice cream for the event.*
- *Cocktail party for the 100th anniversary will be Saturday, September 18, in the community room.*
- *Because of Covid most of the events -the parade, open house and fireworks -have been postponed to 2022.*
- *We have a photographer who will be taking pictures of some of the trucks to put on a 100th anniversary t-shirt. He will also be taking photos to put together another collage of all the members' photos.*
- *We have 100th anniversary banners for each fire station that we are working on getting hung up.*
- *We are working on 100th anniversary items for members.*

Fire Chief Palazzo will look into sizing of the decal for the trucks. Once a size is agreed upon we can look for a vendor to provide a price quote.

- 2. Station 3:** Commissioner Storm has signed up for a conference regarding station construction, funding, and design in September. Commissioner Storm and Commissioner Del Bianco are working on getting information on how to proceed with either building a new station or remodeling Station 3 so the Board can start the planning on what should be done with Station 3.
- 3. Village of Endicott Bill for Water Main Break on Pleasant Lane & Valley View Drive:** Commissioner Del Bianco has not heard back from Anthony Bates, Village Manager, regarding the invoice. Since the letter stated "*Based upon our meeting the Endwell Fire Department considers the water main break at Pheasant Lane and Valley View Drive issue to be resolved,*" there is no further action needed at this time.
- 4. Station 1 Apparatus Floor:** C.A. Reed Associated and Upstate Concrete Coatings provided price quotes and floor samples since the price is over \$35,000.00 we will need to bid the project. Commissioner Del

Bianco will have Watson Engineering redo the specs and handle the bidding since they completed it the first time around. Commissioner Anderson would like to see wording that we have 24 hours to decide if the finished texture is to our liking and if it is not they will change the texture at no charge.

5. Station Sirens: Chief Palazzo stated that the pagers have been flashed and it should take care of the siren going off for medical calls.
6. Letter to Churchville: completed.
7. Exterior LED light replacements at Station 1: AC Spear installed the new lights.
8. Leasing of apparatus: The price of the apparatus that was decided on by the Truck Committee is \$1,398,1787.13.
Next projected date for the next purchase of an Engine would be 2025.
Commissioner Storm stated we need to be in contract by August 1 or else we will see a price increase.
Motion by Commissioner Storm, second by Commissioner Hamzik to proceed with the permissive referendum to transfer funds from Capital Reserve Account to the General Operating Account and proceed with the consortium purchasing process. All aye; motion carried.

**Resolution No.2021-03
Resolution to transfer funds from Capital Reserve Account to the General Operating Account**

RESOLVED, that pursuant to Section 6-g of the General Municipal Law, as amended, the Endwell Fire District does hereby authorize the transfer of a sum not to exceed \$850,000.00 from its Apparatus Capital Reserve Account to the District's General Operating Account for continued Fire District operations including the acquisition of an aerial ladder tower for Fire District purposes and services related thereto.

No expenditure shall be made except upon authorization of the Board; and it is further

RESOLVED, that this resolution is subject to a permissive referendum as provided by Section 6-g of the General Municipal Law.

Commissioner Storm moved, Commissioner Hamzik seconded, and the Board of Fire Commissioners voted as follows:

Name:	Voting: Aye or Nay:
Chairman Anderson	Aye
Commissioner Battaglini	Aye
Commissioner Storm	Aye
Commissioner Del Bianco	Aye
Commissioner Hamzik	Aye

The foregoing resolution was thereupon declared duly adopted and approved by the Board of Fire Commissioners on July 21, 2021

9. **Contract for USH Personal Trainer: Motion by Commissioner Storm, second by Commissioner Battaglini for the Fire District to pay the monthly fee of \$200.00 once confirmation is provided on who is covered under the insurance policy by William VanGorder. All aye; motion carried.**
10. **Utility 31-11 (2007 Ford Van): Motion by Commissioner Battaglini, second by Commissioner Del Bianco to place the van on Auctions International for two weeks once the decals, lights, sirens and radios are removed. All aye; motion carried.**
11. **Fire Safety Trailer: The Board of Fire Commissioner received a letter from the Broome County Firefighters Association requesting to storage the fire safety trailer during the summer and will relocate to another location during the winter.**

July 21, 2021

*Board of Fire Commissioners
Endwell Fire District
3508 Country Club Road
Endwell, NY 13760*

Re: Fire Safety Trailer

Dear Fire Commissioners:

As you are aware, the Broome County Firefighters' Association owns a fire safety trailer that is used by Broome County Fire Departments, as well as some in Tioga County, to teach children about fire safety and what to do if the smoke alarm goes off at night. Over the years the fire safety trailer has been used to teach thousands of children about fire safety. Binghamton Fire had an experience several years ago where a child who had just gone through the fire safety trailer helped his family escape a fire at their home, using the knowledge he was taught by Binghamton firefighters using the trailer. While last year and part of this year its use has been curtailed by Covid, I have attached the schedule from the last full year, 2019, to show you the many fire departments and events where the trailer has been used.

The Board of Directors of the Broome County Firefighters' Association would like to request storage of the fire safety trailer during the summer in the parking lot of End well fire station #1. We will park this in whatever location that you designate for us. During the winter when this is not used we will relocate this to another location.

We have found Endwell to be an ideal location as it is centrally located. End well has also proven to be a safe location to store this. Several years ago the fire safety trailer was stored at another location and was vandalized, with thousands of dollars of damage clone to the trailer. Your parking lot provides a safe location as it is well-lit and monitored by CCTV.

We thank you for allowing us to store this in past years at Endwell and hope that you will continue to allow us to use your parking lot to park this during this summer so that it can continue to teach children about fire safety and what to do when their fire alarm sounds.

Thank you for your consideration.

Motion by Commissioner Battaglini, second by Commissioner Del Bianco to allow the Broome County Firefighters Association to store the fire safety trailer during the summer months and they will need to relocate the fire safety trailer to another location starting November 01 and going through April 01. The Broome County Firefighters Association should continue to look for a permanent storage area for the fire safety trailer. All aye; motion carried.

New Business:

1. **Motion by Commissioner Battaglini, second by Commissioner Hamzik to pay the bills:**

Vouchers #7-001 to #7-063 totaling \$67,858.83.
Capital Reserve: Voucher 7-041 and 7-062 totaling \$15,584.20
Supplemental List: Vouchers # 8-001 to 8-012 totaling \$6,204.27.
All aye; motion carried.

2. Buildings and Grounds: We are still waiting for Kyle Ferraro with Pen York Construction to create an estimate for the work that needs to be done for the electrical room and storage rooms so the District has something to compare to for other quotes. Commissioner Hamzik is waiting on a quote from Southern Tier Basement and is looking for another vendor.

Commissioner Battaglini stated that there is weeds growing around the perimeter of Station 1 and the area around the sign and would like these area cleaned up and resprayed. Motion by Commissioner Battaglini, second by Commissioner Storm to have Erika reach out to Ziegler Property Maintenance to see if he clean up the weeds and to contact Ehrlich to request second spraying of the area. All aye; motion carried.

3. Chiefs Report: Motion by Commissioner Battaglini, second by Commissioner Hamzik to accept the Chief's Report. All aye; motion carried.

Dear Honorable Board Members:

Mark Storm, Mike Hamzik, along with myself have met with David McAlice Regional VP with Pierce MFG. He has stated that our only option is to work with Churchville Fire. We have made the decision to get our repairs done through Har-Rob and only have Churchville do the TAK 4 suspension check due to all remaining warranties being through the component manufactures.

The new Tahoe is finished and in service. The command cabinet has been delivered and installed.

The truck replacement committee has met two times in the past month. We have decided that we would like to pursue the replacement of Tower 31 with a Sutphen SPH 100 mid-mount. We chose to stick with Sutphen because they have fewer proprietary components and have served us well for the past 27 years with Tower 31.

This past month we responded to over 100 calls. Along with a house fire on Hastings Ave. We answered over 50 calls that were caused by the weather. We set up an EOC twice, set up a standby crew twice, deployed a SEFU team once, and set up a dry ice distribution center in the community room. The house fire on Hastings was ruled as accidental in nature. The fire was held to the room of origin and the house was saved.

4. Support Services Report: Motion by Commissioner Battaglini, second by Commissioner Storm to accept the Support Report. All aye; motion carried.
5. Maintenance Division Report: Motion by Commissioner Storm, second by Commissioner Del Bianco to accept the Maintenance Report. All aye; motion carried.

The following maintenance was completed since the last board meeting:

- *Har-Rob has completed Pump Testing of all Apparatus*
- *First Due Services completed Hose and Ladder Testing*
- *MES completed annual service on the SCBA compressor*
- *Engine 31-1 – Drivers side compartment door sensor replaced by Churchville*
- *Engine 31-2 - OOS in Syracuse at Penn Detroit*
- *Quint 31 – Transmission Fluid changed by Har-Rob*

6. Training Division Report: Motion by Commissioner Storm, second by Commissioner Hamzik to accept the Training Division Report. All aye; motion carried.

Dear Board Members,

Trainings held in the month of July 2021

- 7/05/2021 – Holiday – No training
- 7/12/2021 – Water Rescue
- 7/19/2021 – Maintenance
- 7/26/2021 – SCBA Olympics

Spec OPS Trainings of July 2021

- Water Rescue
- FAST Training

Outside Training

Currently in training

Upcoming Fire Training

- Pump OPS – St. 54
- Survival – St. 66 and St. 29
- BEFO – St. 58

7. Fire Company Report: Motion by Commissioner Battaglini, second by Commissioner Storm to accept the Fire Company request to reserve the community room for the following dates:

Sept. 15 - Ice Cream Social

Sept. 18 -100th Anniversary Cocktail Party

Oct. 3 - Fire Company Clambake (tentative)

Oct. 31 - Truck or Treat

Nov. 18 - Fire Police meeting

Nov. 28 - Pancake Breakfast

Dec. 4 - Fire Company dinner, meeting and election of officers

Dec. 11 - Adult Christmas party

Dec. 18 - Children's Christmas party

Jan. 8, 2022 - Fire company dinner, meeting and installation of officers

All aye; motion carried.

8. O.L. Davis Fire Company Newsletter: Motion by Commissioner Battaglini, second by Commissioner Storm to feature our Chief Vehicle Usage Policy & Alcohol and Drug policies. All aye; motion carried.

Commissioner Storm would like to Removed Line 5 and Line 7 from the Chief Vehicle Usage Policy.

Line 5

The chief's car is to be used by the chief only within the fire district or its vicinity or when needed to respond to mutual aid calls, drills or training.

Line 7

The chief's car shall not be used under any circumstances to transport the chief to and from his place of work, unless such place of work is within the fire district or within 15 miles of the district and the chief is available to respond to all calls barring exigent circumstances. If he or she fails to respond to a call they must report this to the chief. The vehicle must be parked in a safe location and properly secured.

After a brief discussion it was agreed that both of the lines should be removed.

Motion by Commissioner Battaglini, second by Commissioner Storm to remove line 5 and line 7 from the Chief Vehicle Usage Policy & Alcohol and Drug policies. All aye; motion carried.

9. Donation(s): We received a donation from Pamela Gaeta in the amount of \$100.00. Motion by Commissioner Del Bianco, second by Commissioner Battaglini to place the donation in our donation fund. All aye; motion carried.

10. Review and Approve of SOGs:

Motion by Commissioner Battaglini, second by Commissioner Storm to approve the Computer – Internet Policy. All aye; motion carried.

Motion by Commissioner Storm, second by Commissioner Battaglini to approve the Confidentiality Policy. All aye; motion carried.

Motion by Commissioner Storm, second by Commissioner Battaglini to approve the Confined Space Policy. All aye; motion carried.

11. Ehrlich Price Increase for Station 1: Ehrlich sent out notice that there will be a \$3.00 for Commercial Pest Control Services for Station 1. The cost for the services will now be \$84.00. Motion by Commissioner Storm, second by Commissioner Battaglini to accept the price increase. All aye; motion carried.

12. Flu Clinic: Motion by Commissioner Battaglini, second by Commissioner Storm to schedule a flu clinic and also provide the pneumonia shot, tetanus shot and if available the COVID-19 vaccine on September 27, 2021 at 6:00 pm on the apparatus floor. All aye; motion carried.

13. Endicott Auxiliary Police Request to use the Training Room: Motion by Commissioner Storm, second by Commissioner Battaglini to allow the Endicott Auxiliary Police to use our training room to provide a CPS/AED/1st Aid certification on August 14 from 9:00 am to 3:00 pm. All aye; motion carried.

14. Legal Services Retainer: Motion by Commissioner Hamzik, second by Commissioner Storm to send The Law Offices of Mark C. Butler, PLLC and additional retainer in the amount of \$2,500.00. All aye; motion carried.

15. Endwell Family Parking: We received a request from Endwell Family asking to rent 20 spaces from the Fire District.

*Endwell Fire District
3508 Country Club Road
Endwell, NY 13760
Attn: Don Battaglini
Dear Mr. Battaglini:*

This letter is to follow up our recent conversations about the possibility of employees of Endwell Family Physicians parking in the Endwell Fire District parking lot. We very much appreciate the way you have engaged in these conversations with us and the opportunity to bring this request to the board through this letter. As you know, we have the happy problem of not having enough parking spaces for our patients and staff, along with the patrons of the businesses at 409 Hooper Road (The Galley, etc).

To help address this situation, we would like to rent 20 spaces from the Fire District at \$20/spot/month. Of course, we are grateful for any assistance you may be able to offer and would love to discuss your thoughts on

what would work for the Fire Department if another plan is preferable to you.

Thank you in advance for your consideration of this proposal. Please do not hesitate to let us know if you need further information from us. We look forward to many more years of being good neighbors!

After discussion the Board feels they cannot honor the request to rent parking spots on a continuous basis but will continue to allow Endwell Family to use some parking spots on an as needed basis.

16. Budget Work Session Meeting: Motion by Commissioner Storm, second by Commissioner Battaglini to hold a budget work session meeting on August 25, 2021 at 12:00 pm. All aye; motion carried.
17. Endwell Financial Statement Year End 2020: members were given a final copy of the 2020 year ended audit. Motion by Commissioner Storm, second by Commissioner Hamzik to approve the audit. All aye; motion carried.

18. 9/11 Fundraiser: Commissioner Anderson received an email from Gretchen Tomik with Our Saviour Lutheran Church.

Hi Mr Anderson,

I got your email from my Sister in law, Alison Senft. I am a member of Our Saviour Lutheran Church at 731 Hooper rd. On September 11th 2021 we will be holding our 5th annual Harvest Festival. Every year we have held our festival we have picked a different organization to support. This year we would like to support your fire station. At our festival we have a food truck or two, some vendors, bake sale, basket raffles, pumpkin painting and games for the kids. We always hold this the second Saturday of September. I am checking to see if you yourselves are planning anything that day and if so maybe we can coordinate so our times are different.

Thank you very much

Gretchen Tomik

Commissioner Anderson will reach back out to Gretchen Tomik with the Our Saviour Lutheran Church to see what time they plan on holding the Harvest Festival and exactly what they would need from the Fire Department. The Endwell Fire Department usually participates in the September 11 Remembrance Memorial held by the Town of Union so we will need to make sure it does not conflict.

Hearing of Visitor(s): Ron Materese was wondering if we could provide the "senior flu" shot as an additional option for members this year. District Administrative Assistant, Erika Pereira, stated that option was not available through Southern Tier Occupational Health last year but will reach out again this year to see if that is possible.

Correspondence(s): The Pinsky Law Group Mini Law School for Emergency Service Leaders, Senator Akshar Thank you Letter and Fire District Affairs were handed out for review.

Fire Chief Palazzo would like to go into executive session. Motion by Commissioner Storm, second by Commissioner Battaglini to go into executive session to discuss discipline of a particular person at 4:56 pm. All aye; motion carried. Out of executive session at 5:21 pm with no action taken.

Motion by Commissioner Storm, second by Commissioner Battaglini to hold a special meeting on July 28, 2021 at 2:00 pm to discuss leasing of apparatus.

Motion by Commissioner Battaglini, second by Commissioner Storm to adjourn the meeting at 5:30 pm. All aye; motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'MS/EP', written in a cursive style.

Mark Storm
MS/EP