

**ENDWELL FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS MEETING  
November 17, 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  
Robert Congdon, Assistant Fire Chief  
Michael Battaglini, Assistant Fire Chief  
Greg Cook  
Rob Brady

Meeting was called to order at 4:00 pm by Commissioner Anderson.

Bill Vangorder from NBT-Mang Insurance reviewed our insurance policy and recommended that the District receive a Property Insurance Appraisal & Fixed Asset Inventory so we can get a better number for our insurance coverages.

Motion by Commissioner Battaglini, second by Commissioner Hamzik to approve the minutes of the October 20, 2021 meeting, and the special meetings held on October 27, 2021. All aye; motion carried.

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

**Unfinished Business:**

1. Station 3: We received 6 proposal yesterday and the board will look over the information and a decision will be made at the next board meeting scheduled for December 15, 2021.
2. New apparatus – Sutphen Tower: Commissioner Storm stated that it was a successful trip out to Columbus for Tower 31's pre-build meeting. Everything is on track with a tentative delivery date of 10/18/22. This month they will be working out storage compartment details.
3. Basement Storage Rooms Repairs: Commissioner Hamzik stated that Southern Tier Basement started and completed their work today. Now we will need T & B Electrical to install an outlet and the walls will need to be painted.
4. Inspection Dinner & Gifts Ideas: Commissioner Storm and Erika Pereira, Fire District Administrative Assistant, to work on the dinner and gift ideas.
5. Assistant Fire Chief Battaglini stated that he would like to look into getting OSHA compliant Fire Officers Jackets. He stated that the 5.11 Hi Viz Responder Parka and the Game Hi Viz Rescue Parka are compliant. He will get a price quote for the jackets.

**New Business:**

1. Motion by Commissioner Storm, second by Commissioner Hamzik to pay the bills:  
Vouchers # 11-001 to # 11-059 and Payroll totaling \$70,114.13  
Supplemental List: Vouchers # 12-001 to 12-010 totaling \$6,224.89

All aye; motion carried.

2. Line Transfer(s): Motion by Commissioner Storm, second by Commissioner Battaglini to accept the line transfer submitted by Treasurer Fiacco. All aye; motion carried.
3. Buildings and Grounds: Rob Brady stated that our hot water heater at Station 1 malfunctioned and the fire from the gas burner assembly area had gone up the side of the water heater. The heater was not lit at the time Rob Brady checked it, the pilot and burner had gone out, there was a lot of carbon residue on the side of the tank, and the fire came out of the fire burner area and melted the controls. Rob Brady shut the gas valve to the water heater off, and called Evans Plumbing and Heating. This is a 100 gallon hot water heater, it is located in the Boiler Room, it supplies all water to all of Station #1, and it is an A.O. Smith and was installed by Evans Plumbing on June 22, 2020.  
 Motion by Commissioner Del Bianco, second by Commissioner Storm to purchase and install a new hot water heater and exhaust fan in the amount of \$6,000.00. All aye, motion carried.
4. Request for Community Room Reservation: Motion by Commissioner Del Bianco, second by Commissioner Storm to approve usage of the community room. All aye, motion carried.

Date	Times	Requested by	Use	Cost	Comments
12-01-2021	1:00 pm -3:00 pm	ELOCA	Poinsettias Pick Ups	\$200 Security Deposit	
01-02-2022	All Day	Adam Wach	Children's Birthday Party	\$200 Security Deposit \$200 Room Rental Fee \$100 Kitchen Fee	
01-23-2022	10:00 am – 6:00 pm	Jessica Sergent	Baby Shower	\$200 Security Deposit \$200 Room Rental Fee \$100 Kitchen Rental Fee	
04-10-2022	6:00 am – 3:00 pm	Irene Bronsko	BC Kiwanis Pancake Breakfast Fundraiser	\$200 Security Deposit	
04-23-2021	5:00 pm - Midnight	Dorine Serverino	ME Drama Club Cast After Show Party	\$200 Security Deposit	

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

*Dear Honorable Board Members:*

*We had a successful trip out to Columbus for Tower 31's pre-build meeting. Everything is on track with a tentative delivery date of 10/18/22. This month we will be working out storage compartment details.*

*Captain Jake Polovchak has resigned from Captain for personal reasons. He will remain in the department as a firefighter.*

*On Sunday October 7<sup>th</sup> Endwell Fire was called to Foster St for a house fire. We had a great stop and saved the structure. We were on scene assisting NYSP, New York State Fire, and Broome County Fire. This fire is currently under investigation by all agencies.*

*We have been working with TenKate grant writing to compile information for future grants. We are still waiting for grants to be offered. All information has been collected and should be available for future grants.*

*The fire officer qualification committee has requested to have access to all training records so that they can go through all candidates' files. I have denied them access as these files are confidential. If the committee would like me to review someone's file on an individual basis, I will process it on an individual basis. I don't have access to NYS*

*records, and it will take time to process. It is my understanding that they want to review all past extensions and equivalencies that have been approved by the board. The qualifications committee's status, in my opinion is at least two months behind. If they want the responsibility of qualifying all candidates, this should be done at the very least one month prior to the deadline of intent to run.*

6. **Support Services Report: Motion by Commissioner Storm, second by Commissioner Hamzik to accept the Support Report. All aye; motion carried.**
7. **Maintenance Division Report: Motion by Commissioner Storm, second by Commissioner Hamzik to accept the Maintenance Report. All aye; motion carried.**

*The following maintenance was completed since the last board meeting:*

- *Brush 31 pump has been winterized*
- *Utility 31-2 winch was removed; plow mounts have been put on*

8. **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 November 2021**

- 11/04/2021 – Maintenance
- 11/11/2021 – Salvage and Overhaul
- 11/18/2021 – Fire Police
- 11/25/2021 – Chimney Fires

**Spec OPS Trainings of November 2021**

- Water Rescue
- FAST Training

**Outside Training**

**Currently in training**

- A. Badertcher – FF2 & VROL
- K. Dewey – FF2, VROL & Survival

**Upcoming Fire Training**

- NYS Scheduling

9. **Fire Company Report:**

a) **100<sup>th</sup> Anniversary Apparatus Decals:** Rob Brady, Fire Company President, passed around a template of the 100<sup>th</sup> Anniversary apparatus decals that he would like to have the Fire District purchase. Rob Brady stated that the decals would cost \$25.00 per decal. Motion by Commissioner Storm, second by Commissioner Hamzik to purchase the decals in the amount of \$500 plus any shipping costs associated. All aye; motion carried.

b) **Truck or Treat 2021 Report:** Cheryl & Matt Grafton submitted the 2021 Truck or Treat report for review.

The 5th Annual Truck or Treat held on Halloween was another successful event for the community! It was held during the daytime from 2pm to 4pm.

Last year would have technically been the 5th year, but we didn't hold the event due to the COVID pause. Not knowing what to expect this year, we went to the Board of Commissioners and asked what they would like to do for this event. We were asked to send them a proposal with a few options. The Board voted in favor of sponsoring this event again, but in a modified form. The plan was set in place to have an outdoor

traditional Trunk or Treat event in the back parking lot of Station 1. Members were asked to participate by decorating their vehicles and handing out candy that would be provided by the Fire District.

Our budget was set at \$500.00 and we began marketing with a webisode that aired on Facebook on October 18th followed up by a Facebook event created on October 22. A graphic was placed on the digital sign at Station 1 as well. This year's webisode focused on the event information and Halloween safety tips. It had 930 views with over 2100 people reached on Facebook. Typically, we distribute fliers to Homer Brink and North minster pre-school, but we opted not to do this as we lost our contact person, and we had no idea what to expect with this modified format.

Since our budget was limited to candy purchases only, we did not hand out Trick-or-Treating bags with coloring books, stickers, pencils or a customized EFD item. We did not have members donate candy either since they would have the cost of decorating their vehicles. Also, we did not have the usual games for kids, food items or the Masons making child IDs. Everything was limited due to being cautious with COVID.

We went shopping and spent \$475.98 at Walmart for candy. We had an entire shopping cart full of candy, but we weren't sure this would be enough. We called Mark Storm and he verbally approved us to spend a little more, so we spent another \$124.14 on candy at Walmart. Not knowing how many people would turn out and if the rain would hold off, we had no idea if we had enough candy for this event.

Halloween day came and the members participating set up at 1pm out back. Fire police arrived at 1pm and starting set up traffic control. Mike Battaglini and Mark Storm helped set up two large inflatables out front and moved the tower outside for kids to check out. The rain ended in time for the event and the line of people started forming out front at 1:45pm. We started the event early as the crowd was growing, and we had an endless line of people for the next 2 hours straight. At approximately 2:20pm, we had run out of candy and Mark Storm approved and executed purchase of another \$247.42 from Rite-Aid. By almost 3:00pm, we had started run out again, so Mark purchased another \$271.39 from Rite-Aid. Additionally, Rob Brady sent Ron Materese out to have the company assist with candy purchases and Ron made another two trips to CVS for \$82.85 and \$75.56. The decision was made to shut down the community from entering the event at exactly 4:00pm when it was to end. Luckily, the fire police told me later that we had a gap at that point, and no one was turned away.

All the truck or treat vehicles handed out candy with the exception of the Grafton vehicle which contained prizes purchased from 2019. This was a big hit with parents and kids that have food allergies or didn't want any more candy. Everyone who participated said it was a fun event and we had many members of the community thank us. Even with the long lines, candy shortages and huge turnout everyone was considerate and patient. Kids and parents enjoyed looking at the fire truck and taking pictures with the inflatables. WBNG news even showed up on their own accord and had a small segment about our event on the news that night. It was estimated that we had several thousands of people come to this event, more than we ever have had or could have expected.

The Company received an Oriental Trading gift card in July and donated it to the Truck or Treat event. We spent 83.99 in prizes for this year. Normally, we shop after Halloween and purchase prizes on sale, but stores didn't have these items in stock this year. The hope that is next year, we can move the event back inside. A date, time and format will be decided at that with the Board of Fire Commissioners.

A huge thank you goes out to the 5 fire police members that controlled this huge event and corralled the crowds, even making sure the lines were not backed out into the street. Another huge thank you to the 14 members (and family members) that participated in making this event happen by decorating their vehicles and handing out candy. And thank you to the members that assisted with various functions throughout the event as well as the Board of Fire Commissioners who help make this event happen each year. It was very successful and definitely memorable! Hopefully Matt Grafton will not have to work next year and can participate on the day of the event.

10. O.L. Davis Fire Company Newsletter: Commissioner Anderson reminded everyone that Alice Fiacco, Company Secretary, is working on the monthly newsletter and to think of ideas to place in the newsletter.

11. Donation(s): We received a donation from Our Saviour Lutheran Church in the amount of \$200.00 from their rummage sale and from Park Manor Association in the amount of \$50.00. Motion by Commissioner Storm, second by Commissioner Hamzik to place the donation in our donation fund. All aye; motion carried.
12. Toys for Tots: Motion by Commissioner Hamzik, second by Commissioner Storm to place the barrels in the lobby at Station 1 to collect toys for the Broome County Toys for Tots. All aye; motion carried.
13. Year End Bonus: Motion by Commissioner Storm, second by Commissioner Hamzik to net \$100 for the year-end bonus for employees. All aye; motion carried.
14. Ehrlich Price Increase – Station 1: Ehrlich sent out notice that there will be an \$8.00 for Commercial Pest Control Services for Station 1. The cost for the services will now be \$92.00. Motion by Commissioner Storm, second by Commissioner Battaglini to accept the price increase. All aye; motion carried.
15. 2022 Organizational Meeting: Reminder that the 2022 Organizational meeting is scheduled for Wednesday, January 05, 2022, at 4:00 pm.
16. Motion by Commissioner Storm, second by Commissioner Hamzik to renew our insurance with NBT-Mang for December 1, 2021 to December 1, 2022 for \$49,577.00. All aye; motion carried.

Hearing of Visitor(s): None

Correspondence(s): Copies of the Fire District Affairs from the Association of Fire Districts of the State of New York was handed out.

Assistant Fire Chief Michael Battaglini would like to go into executive session for discussion of retirement of a member. Motion by Commissioner Storm, second by Commissioner Battaglini to go into executive session to discuss of retirement of a member at 4:50 pm. All aye; motion carried.

Out of executive session at 5:00 pm with no action taken.

Motion by Commissioner Battaglini, second by Commissioner Hamzik to adjourn the meeting at 5:05 pm. All aye; motion carried.

Respectfully Submitted,



Mark Storm  
MS/EP