

**ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
March 22, 2023**

Members:

Carlton "Andy" Anderson, Chairman
Donald Battaglini, Vice Chairman
Michael Hamzik
Mark Storm
Michael Lewis

Others Present:

Erika Pereira, Administrative Assistant
Alison Senft, District Treasurer
Michael Battaglini, Fire Chief
Rob Brady
John Kaplan
Kyle Ferraro
Michele Pandich
Ronald Materese

The meeting was called to order at 7:00 pm by Commissioner Anderson.

Motion by Commissioner Battaglini, second by Commissioner Storm, to approve the minutes of the February 22, 2023, meeting and the special meeting held on March 02, 2023, with a correction to the special meeting.

The line reads: The next apparatuses to be purchased are Utility 31-1 and Engine 31-1. Fire Chief Michael Battaglini is looking into specifications for these apparatuses.

The line should read: The next apparatuses to be purchased are Utility 31-1 and Engine 31-3. Fire Chief Michael Battaglini is looking into specifications for these apparatuses.

All aye; motion carried.

TREASURER'S REPORT: Motion by Commissioner Storm, second by Commissioner Battaglini, to approve the treasurer's report and the capital reserve summary. All aye; motion carried.

Unfinished Business:

1. Station 3: Christopher Kozub with LaBella Associates sent over some information on the cost of building a new station, layouts, and what the outside of the building could look like. The price could be anywhere from \$2,210,500.00 to almost \$2,600,000.00. First, the Board of Fire Commissioners will need to decide on the type of bond to use, which will determine the building type that will be constructed. The 30-year bond will have to be brick and mortar. Commissioner Storm will set
2. New apparatus – Sutphen Tower: The new Tower will be in service Monday (March 27, 2023) night.
3. Sale of 1995 Sutphen Tower: Resolution Authorizing the Endwell Fire District to enter a lease agreement for a fire truck with the Village of Hancock

WHEREAS, Endwell Fire District finds it to be in the best interests of the public to enter into a lease agreement with the Village of Hancock for a fire truck, specifically a 1995 Sutphen Aerial Tower truck, VIN 1S9A3JFE9R1003088; and

WHEREAS, the Village of Hancock shall pay Endwell Fire District \$1,000.00 a month pursuant to

that certain lease agreement that Endwell Fire District and the Village of Hancock shall mutually enter into at a later date.

NOW, THEREFORE, BE IT:

RESOLVED that the Board of Fire Commissioners of Endwell Fire District authorizes Endwell Fire District to enter into a lease agreement for that certain fire truck with the Village of Hancock where the Village of Hancock shall pay to Endwell Fire District \$1,000.00 a month, with all other terms of the said lease agreement to be mutually agreed upon at a later date.

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 Hamzik	Aye
Commissioner Lewis	Aye

Motion by Commissioner Storm, second by Commissioner Hamzik, to hold the special election on Tuesday, May 02, from 6:00 pm to 9:00 pm to approve the proposition to sell the 1995 Tower in the amount of \$135,000.00. All aye; motion carried.

RESOLUTION DECLARING A CERTAIN FIREFIGHTING VEHICLE, SPECIFICALLY A 1995 SUTPHEN AERIAL TOWER TRUCK, VIN 1S9A3JFE9R1003088, AS SURPLUS, AUTHORIZING THE BOARD OF FIRE COMMISSIONERS TO SELL THE FOREGOING VEHICLE TO THE VILLAGE OF HANCOCK FOR \$135,000.00, AND CALLING FOR A SPECIAL ELECTION.

RESOLUTION dated March 22, 2023.

RESOLVED, this 22nd day of March 2023, by the Board of Fire Commissioners of the Endwell Fire District of the Town of Union, County of Broome, State of New York, as follows:

Section 1. Due to the financial consideration of a certain vehicle owned by the Fire District, to maintain the readiness and effectiveness of its vehicle fleet for the public benefit, and to provide its volunteer firefighters and emergency responders with the latest and safest equipment to use in the hazardous duty they perform in service to the community, and to avoid expenditures on vehicles whose useful service life is limited, the Board of Fire Commissioners has determined that the vehicle described below in Section 2 is surplus and no longer needed for firefighting purposes.

Section 2. The vehicle subject to this resolution is a 1995 Sutphen Aerial Tower, the value of which is estimated to be between \$20,000 and \$100,000

Section 3. The sale of the vehicle is hereby authorized to the Village of Hancock for the amount of \$135,000.00.

Section 4. A proposition for the approval or disapproval of this resolution shall be submitted to the qualified voters of the Fire District at a Special Election, and this resolution shall take effect upon approval by such qualified voters at said Special Election. The Special Election shall be held at 3508 Country Club Rd, Endicott, New York, on May 09, 2023, at 6:00 P.M. (Prevailing Time), and the polls shall remain open until 9:00 P.M. (Prevailing Time) or as much longer as may be

necessary to enable the voters then present to cast their votes.

Section 5. The vote upon the Proposition to be submitted to the qualified voters shall be by paper ballots, and the Fire District Secretary is hereby authorized and directed to have the necessary ballots prepared for use in voting. The ballots shall be substantially in the form set forth in Exhibit "A" hereto.

Section 6. The Fire District Secretary is hereby authorized and directed to give notice of said Special Election by causing a Notice in substantially the form set forth in Section 8 hereof to be published at least once, not less than twenty-seven (27) days nor more than thirty-four (34) days prior to the date of such Election, in the "Press and Sun Bulletin," a newspaper hereby designated as the official newspaper of the Fire District for such publication and, pursuant to the provisions of Section 175-c of the Law, said Notice or copy thereof shall be:

(a) posted at least fifteen (15) days, but not sooner than twenty (20) days prior to the Special Election, on the Fire District website, if one exists, and on the municipal website(s) of the Town of Endwell and on the website(s), if any, of any town(s) or fire district(s) with which the Fire District contracts;

(b) posted on the signboard of the Fire District, if there be one; and

(c) provided to the Town Clerk in the Town of Endwell and any town or village with which the Fire District contracts for posting on the bulletin board in the office of the Town Clerk and the signboard maintained by the Town Clerk pursuant to the provisions of subdivision six (6) of section thirty (30) of the Law; the Fire District Secretary shall confirm with the Town Clerk that pursuant to the provisions of said Section 175-c of the Law, the Town Clerk shall cooperate with the Fire District to ensure timely notification of the Special Election.

Section 7. The Board of Fire Commissioners shall, by resolution to be adopted prior to the date of the Special Election, appoint resident Fire District electors who are registered voters to act as the Chairman and Election Inspectors at the said Special Election.

Section 8. The Notice of Special Election shall be in substantially the following form:

NOTICE OF SPECIAL ELECTION
TO BE HELD ON MAY 02, 2023
ENDWELL FIRE DISTRICT
IN THE TOWN OF ENDWELL,
BROOME COUNTY, NEW YORK

NOTICE IS HEREBY GIVEN that pursuant to the resolution duly adopted by the Board of Fire Commissioners of the Endwell Fire District, in the Town of Endwell, Broome County, New York, a Special Election of the qualified voters of said Fire District, will be held at 3508 Country Club Rd, Endicott, NY 13760, on May 02, 2023, at 6:00 P.M. (Prevailing Time) and the polls shall remain open until 9:00 P.M. (Prevailing Time) or as much longer as may be necessary to enable the voters then present to cast their votes upon the following Proposition:

PROPOSITION

SHALL the resolution of Endwell Fire District, in the Town of Endwell, New York, entitled: "RESOLUTION OF THE ENDWELL FIRE DISTRICT, IN THE TOWN OF ENDWELL, BROOME COUNTY, NEW YORK, ADOPTED MARCH 22, 2023, AUTHORIZING THE SALE OF A SURPLUS VEHICLE TO THE

VILLAGE OF HANCOCK FOR \$135,000.00," **be approved?**

Motion by Commissioner Hamzik, second by Member Storm, to appoint Davey Cortes as election chairperson and Amy Cortes and Cathrine Storm as tellers. Each will be paid \$70 for their time—all aye; motion carried.

4. Bunk-In Program: Commissioner Lewis wrote some basic information on the program. He wanted the information disbursed at the local colleges. However, there was an issue with getting the information out to students, so he extended the deadline for interest to April 26, 2023, to mlewis@endwellfire.com.
5. New Chief Vehicle: Chief Battaglini will bring the new Tahoe to Bush Electric to have the lights, sirens, and vinyl installed on Friday, March 24, 2023. Once the vehicle is back, Chief Vehicle 31B (2015 Chevrolet Tahoe) will be placed up for sale. The asking price would be \$28,000.00. The money received from the vehicle sale will be placed in the apparatus capital reserve fund.
6. Inspection Dinner & Gift Ideas: The planning for the inspection dinner is all set. We have 100 people who plan on attending the dinner. Vestal Fire will be providing coverage.
7. Short-Term Investments: Alison Senft will be investing shortly.
8. Capital Reserve Projections: Commissioner Anderson stated that the Fire District could not add more money to the capital reserve once the budget had been set.
9. New Lighting at the Fuel Pump: Jared with T&B Electric stated he ordered the light and is waiting for it to come. Once he receives the light, he will complete the change. To fix the 4x4 post, he will need good weather to dig it up. So that portion of the job might need to be completed in the springtime.
10. Bathroom Door Replacement: Kyle Ferraro with Penn-York Construction Company completed the door installation. The door will be painted if there is any extra paint in the storage room; if not, the door will stay as is.
11. Community Room Kitchen Dishwasher: The dishwasher installation has been completed. Commissioner Hamzik created instructions on how to use the dishwasher and hung them on the wall.
12. Air Compressor at Station 1: The air compressor has been ordered and waiting for delivery. Commissioner Storm will contact a vendor to see if we could move the air compressor from the apparatus floor into the equipment room.
13. Website Redesign: The Fire District website is running (<https://endwellfiredistrict.org>). Grey Goose is working on the department and will complete the Fire Company.
Commissioner Anderson would like a policy on updating the website and Facebook.
14. Gear Dryer: The gear dryer was ordered and waiting for delivery.

New Business:

1. Approve bills and supplement for payment: Motion by Commissioner Battaglini, second by Commissioner Lewis, to pay the bills and supplement for payment:
Vouchers # 3-001 to 3-070 and including payroll and Debt Service interest payments totaling

\$68,199.97.

Supplemental List: Vouchers # 4-001 to 4-028 totaling \$24,970.38.

All aye; motion carried.

2. Line Transfers: Motion by Commissioner Hamzik, second by Commissioner Lewis, to accept the submitted line transfer submitted by Treasurer Alison Senft. All aye; motion carried.
3. Buildings & Grounds:
 - Fire Chief Battaglini stated that the gear racks must be rescued to the wall. Also, he will be looking at new options for storing the members’ gear.
 - the Broome County Sheriff’s Office cleaned out the room. Jeff’s Painting completed painting and replacing the ceiling tiles. The lights in the room have been changed out to LED lights, and a sensor has been placed for the light switch. The shelving units for the clothing were put together and placed in the room. Clothing items will be moved in shortly.
 - The siren at Station 3 is still not working. However, Commissioner Anderson will contact Matco Electric to take a look since they helped with the siren at Station 2.
4. Community Room Reservations Requests: Motion by Commissioner Storm, second by Commissioner Hamzik, to approve the community room’s usage requests. All aye, motion carried.

Date	Times	Requested by	Use	Cost	Comments
04-16-2023	All Day	Rachel Fedorchak	Birthday Party	\$200 Security Deposit	Member
06-24-2023	All Day	Cole Farley	Graduation Party	\$200 Security Deposit	Member
06-25-2023	All Day	Noah Townsend	Graduation Party	\$200 Security Deposit	Member
10-28-2023	All Day	Tristan Foster	Birthday Party	\$200 Security Deposit	Member

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

Honorable Board Members,

- *The new aerial will be in service next week after Monday the 27th. We will be putting all the hoses on the truck and supply line. The older aerial will then be turned over to Hancock Fire after filing all the necessary paperwork.*
- *The new Tahoe has been undercoated and is waiting to go to Bush Electronics in Syracuse.*
- *We will be going to the Maine Endwell High School on March 27th for training on the new radio system. The county will be taking Battalion 3 live on the new system on April 3rd. It still is going to be some time until the radios are installed on the apparatus. The county has advised that we will be using portable radios for response until that time.*
- *We will be receiving 53 portable radios from Broome County OES. I would like to purchase more portable radios to outfit our Fire Police, Safety officers, etc. We do have a budget line for radio upgrades.*
- *I have been meeting with the Engine replacement committee, and we have gotten a list of all of our wants and needs together, and they have been sent to Vander Molen and Sutphen. We will be receiving a truck spec. Then we will go through line by line to add or delete items to get the ball rolling and get the truck ordered.*
- *I have received 2 quotes to purchase a new Utility after I have received the 3rd. we will order the truck. I plan to go to Binghamton Truck body with Fire Police Captain Cortes to look into service boxes to have*

mounted to the cab and chassis.

Motion by Commissioner Storm, second by Commissioner Hamzik, to purchase ten portable radios not to exceed \$57,500.00. All aye; motion carried.

6. Support Services Report: Motion by Commissioner Storm, second by Commissioner Hamzik, to accept the Support Services Report and surplus the following items from inventory.

Items are no longer functional or serviceable.

Flashlights following Inventory Numbers: SOO7629, SOO6227, SOO5524, SOO7621, SOO5523, SOO7633, SOO7615, SOO6229.

Bullhorn	SOO1174
Dewalt Charger	SOO8392
Dewalt Cordless Drill	SOO7502
Dewalt Impact Drill	SOO7503
Dewalt Cordless Drill	SOO6186
Helmet	SOO3311

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:

- *Engine 31-1 Repairs for a transmission leak coming*
- *Quint 31 Repairs for a transmission leak coming*
- *SCBA Bottles are currently being cycled for the last hydro testing / Annual recert completed.*

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,

Training held in the month of February/March

- *February 20th – Tower 31 Factory Training*
- *February 27th – Fire Call During Training Rescheduled to 3/20/2023*
- *March 6th – Vestal Live Burn – Extinguishment Methods and Search/Rescue*
- *March 13th – Brush Fire Tactics and Equipment, Tower Ops*

Special Operations Training:

- *None*

Outside Training Offered:

- *McNeil Trainings Online*
- *NYSEG Trainings Online*

Currently in NYS Training:

- *EMT-B – Ryan Derkowski, John Kaplan, Jon Chanitz*
- *FAST – Ryan Derkowski*
- *BEFO – Zachary Rader, Noah Townsend, Cole Farley, Jordan Kane*
- *IFO – Tyler Derkowski*

Upcoming Fire Training in March/April:

- *March 20th – Hoses and Handlines (Back to the Basics), Tower Ops*
- *March 27th – Maintenance, Broome County Radio Training*
- *April 3rd – Vestal Live Burn*

- April 10th – Donning and Doffing, Glove Dexterity
- April 17th - Elevators / Highrise Operations
- April 24th – Water Rescue Awareness

The Training Schedule has been posted to the iamresponding Application.

9. Fire Company Report(s): Motion by Commissioner Storm, second by Commissioner Hamzik, to purchase two navy blue polo shirts in medium and 3XL for auxiliary members. All aye; motion carried.

Commissioner Storm asked the Fire Company President, Rob Brady, why the Fire Company did not place the designated Fire Commissioners on their assignments. The Fire District sent a letter on January 05, 2023, stating which Fire Commissioner was appointed to fire company committees for 2023. This has been the process for years, and this time around, it was not done. He asked why the Fire Company did not adhere to any of them.

At the 2023 organizational meeting held on January 04, 2023, the Board of Fire Commissioners appointed the following Commissioners to fire company committees for 2023:

Life & Honorary Membership: Hamzik

New Membership: Storm (alternate Hamzik)

Income & Contingency: Anderson

Memorial Fund: Battaglini

By-Laws: Storm (alternate Hamzik)

Uniforms: Lewis

Fire Company President Rob Brady stated he did not have an answer at the moment, but he did talk with the Fire Company legal counsel. He was verbally informed that the Fire District does not have the authority to tell the Fire Company how to conduct business. He was waiting to receive this in writing. He stated he followed the By-Laws to a tee, and the By-Laws do not say anything like that.

Commissioner Anderson stated that the Fire District would write a policy on this matter as instructed by the Fire District's legal counsel.

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. Ehrlich VMS Proposals for 2023: Motion by Commissioner Hamzik, second by Commissioner Storm, to approve the Vegetation Management Proposals for 2023 in the amount of \$1,173.70.

Station 1 – \$470.80

Station 2 - \$315.70

Station 3 - \$387.20

All aye; motion carried

12. District policies that need to be reviewed for approval: Motion by Commissioner Storm, second by Commissioner Hamzik, to adopt Physical Ability Policy, Physical Fitness Room Policy, and the Firefighter request to view their personnel file Firefighter policy. All aye; motion carried.

Commissioner Lewis wanted to know how the membership would be notified of the policies. The

policies will be placed on the district website, sent out in the Fire Company newsletter, and an email will go to the membership.

13. Chief Michael Battaglini received three price quotes for a 1-ton cabin chassis to replace Utility 31-1. Chief Michael Battaglini is looking at the 2024 Chevrolet Silverado 3500HD Chassis.

Burdick Chevrolet Buick GMC - \$53,940.00

DeNooyer Chevrolet - \$54,077.50

Joe Basil Chevrolet - \$51,970.00

Motion by Commissioner Storm, second by Commissioner Hamzik, to accept Joe Basil Chevrolet's proposal in the amount of \$51,970.00 to purchase a 2024 Chevrolet Silverado 3500HD CC 4WD Crew Cab. All aye; motion carried.

RESOLUTION AWARDING BID OF FIRE APPARATUS

WHEREAS, the Board of Fire Commissioners of the Endwell Fire District, having duly considered the bids received and opened on March 22, 2023, for the purchase of a utility vehicle following published notice thereof,

NOW, THEREFORE IT IS

RESOLVED that, according to the New York State Environmental Quality Review Act ("SEQR"), the purchase of fire apparatus is deemed to be a Type II action pursuant to 6 NYCRR 617.5(c)(31), has been found not to have a significant adverse impact on the environment, and has been statutorily exempted from SEQR review, and it is further

RESOLVED that the Endwell Fire District does hereby award the bid to the lowest bidder, Joe Basil Chevrolet, in the total amount of \$51,970.00 and that the Chairman of the Board of Fire Commissioners is hereby authorized to execute the contract and such other documents with Joe Basil Chevrolet, on behalf of the Endwell Fire District to give effect to these Resolutions, subject to prior approval of the district's legal counsel; and it is further

RESOLVED that this approval is contingent upon the successful completion of the successful approval of resolutions and the required permissive referendum process for the use of the district's reserve funds which will provide for the purchase of the Equipment.

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 Hamzik	Aye
Commissioner Lewis	Aye

Hearing of Visitor(s): Ron Materese stated that when the Board of Fire Commissioner sold the last vehicle, they used Texas Fire Truck and wanted to know if they could sell the next chief car. It was stated that we tried to use them when selling the tower. However, they did not respond to us.

Ron Materese stated that since we have a large amount to invest, the Board of Fire Commissioner should invest in 10 CDs with different lengths instead of one or two so the money is not tied up in one investment. Just in case the money needs to be used.

Correspondence(s): None

Motion by Commissioner Battaglini, second by Commissioner Storm, to adjourn the meeting at 7:20 pm.
All aye; motion carried.

Respectfully Submitted,



Erika Pereira

Fire District Secretary