

**ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
June 28, 2023**

Members:

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

Others Present:

Erika Pereira, Administrative Assistant
Alison Senft, District Treasurer
Michael Battaglini, Fire Chief
Robert Congdon
Rob Brady
Christopher Lee
Michele Pandich

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

Motion by Commissioner Battaglini, second by Commissioner Hamzik, to approve May 24, 2023 meeting minutes. All aye; motion carried.

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

Treasurer Alison Senft stated that the Financial Audit was completed and is awaiting the report.

Unfinished Business:

1. Station 3: Commissioner Storm has been going back and forth with Christopher Kozub with LaBella Associates, trying to schedule a meeting to discuss moving forward with Station 3, but has yet to succeed. Commissioner Storm is going to reach out to higher management at LaBella Associates.
2. Bunk-In Program: Commissioner Lewis will look into engineering services to see if the ideas for the bunk-in area are even possible.
3. Short-Term Investments: Treasurer Alison Senft will complete sending out the completed registration packet for NYCLASS for investing.
4. Lighting at the Fuel Pump: Jared with T&B Electric completed the fuel pump light but needs to repair the pole.
5. Air Compressor at Station 1: The new air compressor and air compressor dryer have been installed in the hose room. The old air compressor will place up for sale to members.
6. Station 3 Siren: Erika Pereira spoke to Lori Lyons, Sr. Customer Service Representative-Alerting & Notification Systems, with Federal Signal, and she stated that there were some parts on back order, and they are not due to be shipped until the end of June. Once those parts come in, they will ship out the siren. The siren probably will be here at the end of June or the beginning of July.
7. New Apparatus – 2024 Chevrolet Silverado: Waiting for the cab and chassis. Chief Michael Battaglini ordered the service body. Chief Michael Battaglini has been in contact with Bush Electronics to work on a lighting package for the new Utility 31-1.
8. New Apparatus – Engine: Ordered was placed for the new engine. Looking at possibly going to

the prebuild meeting with Sutphen sometime in August.

9. Combination water bottle/drinking fountain: Awaiting delivery. Have Evans Plumbing install the new fountain once it is received.
10. Updates to Board Room: Erika Pereira contacted Jeff's Painting to get a price quote to paint the room. She was currently waiting for him to drop that off.

Contacted Endwell Rug for floor samples. The Board of Fire Commissioners needs to decide on what type of flooring to go with.

We will need to find a company to move the workstations and future out of the room before flooring.

We received a price quote from Hammer's Woodworking for a custom boardroom table with our logo for \$5,675.00.

Motion by Commissioner Storm, second by Commissioner Hamzik, to proceed with updates to the Board room. All aye; motion carried.

11. Landscaping of LED Sign Area: Waiting on the coral bells to be received from their vendor. Once they come in, Northern Scapes will schedule the work to be completed.
12. Pyramid – Back-Up Devices: Motion by Commissioner Storm, second by Commissioner Hamzik, to purchase the onsite backup with remote cloud disaster recovery with the 3-Year Essentials with Enterprise plus Edition Server Backup License. All aye; motion carried.
13. RFP for Professional Auditing: Notice was sent to Davison Fox & Co., Johnson Lauder & Savidge LLP, Ernest Skiadas PC, and Mondorf & Fenwick, letting them know that the Fire District is accepting proposals for Professional Auditing Services. The request was placed on our website, and a notice was placed in the newspaper. We were waiting on responses.
14. Gear Lockers: Commissioner Storm has researched several vendors for heavy-duty powder-coated wall-mount lockers similar to Vestal Fire, and some other departments are using. The cost for three sections would be approximately around \$8,000.00. Commissioner will get three price quotes from different vendors.
15. Fire District Rules & Regulations: The lawyer requested some changes to the wording. Once the changes are made, they will be sent back to the lawyer, and have him review them.
16. New Tower Dedication Plaque: Commissioner Storm would like to dedicate the new Tower to all past and present members who have volunteered. To order the plaque.
17. Membership: Will go into EXECUTIVE SESSION to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or persons towards the end of the meeting.
18. Board directive for Fire Company Committees requiring a Fire Commissioner: Rob Brady stated that has been resolved. Commissioner Storm has yet to be informed. The committees should be as follows and updated back in May when requested.

By-Laws: Storm (alternate Hamzik)

Company Membership: Storm (alternate Hamzik)

Fire Officers Qualification: Hamzik

Finance Committee: Anderson

Income & Contingency: Anderson
Life & Honorary Membership: Hamzik
Memorial Fund: Battaglini
Uniforms: Lewis

A heated discussion was held between Rob Brady and the Fire Commissioners. Rob Brady made accusations about Fire Commissioner Storm and Fire Commissioner Hamzik. Rob Brady was made aware of the District policy again that states *The Endwell Fire District shall appoint a Fire Commissioner from the Endwell Fire District at the Organizational Meeting to the following committees. The Fire Company will be informed in writing which Fire Commissioner is assigned to which committee. The Fire Company President will place the designated Fire Commissioner on their appointed committee.* The request was made again to update the list to include the correct Fire Commissioner.

19. Cummins Generator Maintenance Agreement: We are awaiting an updated quote from Cummins.
20. Commissioner Anderson would like to be informed when a Chief is away for more than 48 hours and if anyone will be driving the vehicle according to the Vehicle Use Policy.

New Business:

1. Approve bills and supplement for payment: Motion by Commissioner Battaglini, second by Commissioner Hamzik, to pay the bills and supplement for payment:

Vouchers # 6-001 to 6-065 and including payroll and Debt Service interest payments totaling \$117,574.11.

Supplemental List: Vouchers # 23_7-001 to 23_7-022 totaling \$8,024.73.

All aye; motion carried.
2. Line Transfers: Motion by Commissioner Battaglini, second by Commissioner Hamzik, to accept the line transfer submitted by Treasurer Alison Senft. All aye; motion carried.
3. Buildings & Grounds:
 - Fire Chief Battaglini stated that the PA system in the building is too loud in some areas and needs to be adjusted. Commissioner Hamzik will look into the issue and possibly a new pa system.
 - There is a water leak about Matt Grafton’s desk, and the cause has been determined to be the three condensers on the roof.
 - Commissioner Hamzik received a price quote from Air Temp for removing the three condensers on the lower roof for the community room p-tac units and adding three ductless units instead of the 30-year-old p-tac units. The budgeted price is \$32,000 but does not include power or roofing. If possible, the Board of Fire Commissioners would like to budget this and the roof replacement in the 2024 Budget. They are looking to budget \$150,000.00 for both projects.
4. Chiefs Report: Motion by Commissioner Storm, second by Commissioner Hamzik, to accept the Chief’s Report. All aye; motion carried.

Honorable Board Members,

- *Still have not heard anything from Broome County on when the new mobile radios will be installed on the apparatus.*
 - *Car 31B is ready to be sold*
 - *Car 31C has been stripped, and new vinyl has been applied to the car. It is the design we have been using on the newer cars. Bush Electronics handled the job and buffed the car. It looks very nice.*
 - *I have ordered the service body for the replacement of Utility 31-1. I have reached out to the dealership to try and get a status on the cab and chassis. They have nothing to report at this time and asked me to continue to check back.*
 - *I have been in contact with Bush Electronics, and they are going to start to work on a lighting package for the new Utility 31-1*
 - *We officially have ordered a replacement engine. We are looking at possibly going to the prebuild meeting with Sutphen at some point in August. The meeting and the build of the truck will be at the facility just outside of Scranton.*
 - *I have given permission to the fire company to use the 4 Chiefs parking spaces for a Firehouse Subs fundraiser July 17th-22nd. This is a good fundraiser that is completely hands-off for the membership, and I have been trying to get them in here for a few years.*
 - *I have been in contact with a company to design a T-shirt for the new tower. They are working on a design.*
5. Support Services Report: Motion by Commissioner Storm, second by Commissioner Hamzik, to accept the Support Services Report. All aye; motion carried.
6. 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 PMs forthcoming*
 - *Engine 31-2 PMs forthcoming*
 - *Engine 31-3 PMs forthcoming*
 - *Rescue 31 PMs forthcoming*
 - *Quint 31 PMs forthcoming*
 - *Tower 31 PMs forthcoming*
 - *Utility 31-2 New batteries installed/warranted*
 - *Chief 31 New one is in service*
 - *Chief 31B Old one decal removed / old 31 Tahoe changed over*
7. 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 June

- *June 5th – Vestal Live Burn – Roof Ventilation Operations*
- *June 12th – Company Meeting – Ice Cream Social Ticket Sales*
- *June 19th – Ice Cream Social Ticket Sales*
- *June 26th – Ice Cream Social Tickets Sales*

Special Operations Training:

- None

Outside Training Offered:

- McNeil Trainings Online
- NYSEG Trainings Online

Currently in NYS Training:

- Fire Officer 1 – Tristen Foster

Upcoming Fire Training in July:

- July 3rd – Live Burn - Vestal
- July 10th – Company Meeting – Rescue 31 Tools
- July 17th – Wildland Search and Rescue
- July 24th – Hose Dragging and Advancement
- July 31st – Driver Rodeo - IBM

The Training Schedule has been posted to the iamresponding Application.

8. Fire Company Report(s):

- a. Motion by Commissioner Storm, second by Commissioner Battaglini, to accept Liam Blanchard, Teague Blanchard, Gracie Viengkham, and Denise Lee (Auxiliary) as new fire company members pending successful completion of a physical. All aye; motion carried.

9. 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.

10. Donation(s): We received a donation from Our Saviour Lutheran Church in the amount of \$200.00 and from Philip Knapp in the amount of \$100.00. Motion by Commissioner Battaglini, second by Commissioner Hamzik, to place the donations in our donation fund. All aye; motion carried.

11. Change July Board Meeting to July 19: Motion by Commissioner Hamzik, second by Commissioner Storm, to change the July Board meeting from July 26 to July 19—all aye; motion carried.

PLEASE TAKE NOTICE that the monthly meeting of the Board of Fire Commissioners scheduled for Wednesday, July 26, 2023, has been changed to Wednesday, July 19, 2023, at 7:00 pm (local time); the work session immediately preceding at 6:30 pm. The meeting will be held at the Fire District office located at 3508 Country Club Road in Endwell, New York, 13760. All meetings of the Board of Fire Commissioners of the Endwell Fire District are open to the public.

12. District policies that need to be reviewed for approval: Motion by Commissioner Storm, second by Commissioner Hamzik, to readopt the Parking Policy, FAST Team Policy, and Firefighter Emergency Escape System Policy. All aye; motion carried.

13. Community Room Tables: Motion by Commissioner Storm, second by Commissioner Hamzik, to purchase ten more tables for the community room for \$3,710.60. All aye; motion carried.

The Community Room should have 20 tables at all times. Tables from the community room are not to be borrowed by a member.

14. Hearing of Visitor(s): None

Motion by Commissioner Battaglini, second by Commissioner Hamzik, to ENTER INTO EXECUTIVE SESSION at 7:20 pm to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or persons. All in favor, motion carried.

No action was taken during the executive session.

Motion by Commissioner Storm, second by Commissioner Battaglini, to return to the regular at 8:05 pm. All in favor, motion carried.

Motion by Commissioner Battaglini, second by Commissioner Hamzik, to adjourn the meeting at 8:15 pm. All aye; motion carried.

All motions were unanimously carried unless otherwise noted.

Respectfully Submitted,



Erika Pereira

Fire District Secretary