

**ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MONTHLY MEETING
&
2024 BUDGET HEARING
October 18, 2023**

Members:

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

Others Present:

Erika Pereira, Administrative Assistant
Alison Senft, District Treasurer
Michael Battaglini, Fire Chief
Michele Pandich
Davey Cortes
Christopher Lee

The Public Hearing on the 2024 Budget was called to order at 6:30 p.m. by Commissioner Anderson.

PUBLIC HEARING ON THE BUDGET: This is the public hearing regarding the 2024 proposed budget. In accordance with New York State Town Law, all Fire Districts must, prior to the adoption of their budget, hold a public hearing on their budget. This budget hearing must be held in such a manner to maximize participation in the budget process. The purpose of this hearing is to discuss the contents of the budget. The Board of Fire Commissioners, in accordance with legal requirements, has adopted their proposed budget on September 27, 2023, which is 21 days prior to this budget hearing.

Since the Endwell Fire District maintains a website, the proposed budget was posted on that website pursuant to the requirement of the Town Law.

The notice of the public hearing specified the time and date when and the place where this public hearing would be held.

Upon its adoption, the Endwell Fire District secretary also made the proposed budget available for inspection and copied it to any interested person during district office hours.

The purpose of this public hearing is to allow members of the public to make comments on the budget. Any person may be heard in favor of or against the preliminary budget or any item in it. Please note that this is only a proposed budget until the Board of Fire Commissioners adopts the final budget.

Prior to the public comment portion of this budget hearing, we will hear from the Fire District Treasurer, who will make a brief presentation about the preliminary budget to the Board of Fire Commissioners and members of the public who are present. The Fire District Treasurer will be asked to submit the proposed budget to the Board of Fire Commissioners and members of the public who are here.

This budget must be adopted no later than November 4 and submitted to the town budget officer by November 7.

The 2024 proposed budget was presented.

Commissioner Anderson stated the public comments period began. Chairman Anderson asked if any person present wished to be heard on the proposed budget and that person may come forward so that that person may be heard in favor of or against the proposed budget or any item in it. Chairman Anderson requested that if anyone wishes to address the board on the proposed budget, to please stand up and clearly state their name and address for the record. Comments are to be limited to five (5) minutes. All questions are to be directed to the board or the treasurer. He reminded the public that this was not a question-and-answer session and that questions would be answered at the conclusion of the public comments period.

There were no comments from the public.

Commissioner Anderson states the public comments period of this annual budget hearing has now concluded. The Board of Fire Commissioners members are now allowed to ask questions.

No Board of Fire Commissioners members had questions regarding the 2024 proposed budget.

Commissioner Anderson stated that this public hearing regarding the 2024 proposed budget had been declared closed. Motion by Commissioner Storm, second by Commissioner Hamzik, to close the public hearing and the budget adoption will be made in the monthly board meeting proceeding this hearing. The public Hearing was closed at 6:45 pm.

Commissioner Anderson called the Board of Fire Commissioner's monthly meeting to order at 7:00 p.m.

Motion by Commissioner Battaglini, second by Commissioner Hamzik, to approve the September 27, 2023 meeting. All aye; motion carried.

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

Unfinished Business:

1. Station 3: Keegan Coughlin with COUGHLIN & GERHART will create a letter to LaBella Associates and create the Request for Proposal for an engineering and designing firm.
2. Bunk-In Program: Kevin Mahoney reviewed the RFP and made some revisions. Erika will update the RFP and send it to the Board of Fire Commissioner. Dates will need to be discussed for the RFP.
3. 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.
4. New Apparatus – Engine: The new engine was ordered, and the prebuild meeting with Sutphen was completed. There is a two-year turnaround time for the truck to be built and delivered.
5. Updates to Board Room: The Johnsonite Traditional Wall Base 48 Grey WG and the flooring is Mannington Commercial Collection: Spacia Style: Wood Color: Nordic Oak (SS5W2550) was

chosen. Send the choices to Rug Fair Commercial & Industrial for an estimate.

We need to purchase 10 of the Duty-Built High-Back Swivel Office Chairs with loop arms in the amount of \$3,325.00.

Jeff's Painting will complete the painting of the board room for the price of \$1,650.00.

Hammer's Woodworking is working on the custom boardroom table with the District and Fire Department logos.

6. Gear Lockers: The gear lockers were ordered and should be installed in December. The outlets behind the current lockers need to be moved so the new lockers can be installed flushed to the walls. T&B Electric will complete the task for us.
7. Fire District Rules & Regulations: No action at this time.
8. New Tower Dedication Plaque: Plaque was ordered from Endicott Artistic Memorial Company. Waiting for the plaque to be delivered.
9. PA System: AV Sound in Owego submitted price quotes for updating the PA system at Station 1.

The top portion (Option A) is AV Sound's recommendation for upgrading and overhauling the system, replacing the old electronics, and upgrading the speakers in the bay and locker area—price - \$5,895.45.

Below (Option B) is for basic repair/ tracing out and repairing the existing equipment without upgrading—price - \$1,287.80.

Motion by Commissioner Hamzik, second by Commissioner Lewis, to have AV Sound complete Option A not exceeding \$6,500.00 and to send a 50% down payment of \$2,900.00 to schedule the work. All aye; motion carried.

10. 2024 Budget: Motion by Commissioner Battaglini, second by Commissioner Hamzik, to approve the proposed 2024 budget of \$1,388,702.00 with \$1,353,820.00 to be raised by taxes. All aye; motion carried.

RESOLUTION: APPROVE THE FINAL BUDGET FOR 2024 WITHIN THE REAL PROPERTY TAX LEVY LIMIT

WHEREAS, the Board of Fire Commissioners of the Endwell Fire District (The Board) must adopt a proposed budget for 2024 and estimate fund balances in preparation for the annual fire district budget hearing and did so in preparation for the budget hearing, and

WHEREAS, the Board of Fire Commissioners of the Endwell Fire District held the annual fire district budget hearing on notice to the public on Wednesday, October 18, 2023, and

WHEREAS, the Board has considered the proposed budget and comments received on the proposed budget at said budget hearing on Wednesday, October 18, 2023, and

Now, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners hereby approves the

Final Budget for the Endwell Fire District for 2024 attached hereto and made a part hereof in the amount of \$1,388,702.00.

The adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

Chairman Carlton Anderson	aye
Commissioner Donald Battaglini	aye
Commissioner Mark Storm	aye
Commissioner Michael Hamzik	aye
Commissioner Michael Lewis	aye

The resolution was thereupon duly declared to have been adopted.

11. Flu Shot Clinic: The flu shot clinic was scheduled for Monday, October 16, from 6:00 p.m. to 7:30 p.m. Twenty-nine (29) members received their flu shot, along with one (1) member receiving pneumonia and two (2) receiving a tetanus shot.
12. RFP for Salting & Snow Plowing Services: Two proposals were received and read. Motion by Commissioner Battaglini, second by Commissioner Storm, to award LBZ Excavating the Snow removal and salting contract for the 2023 – 2024 season. All aye; motion carried.
13. Truck or Treat: Candy, Snacks, and promotional items have been purchased. The photographer has been reserved for the event. The event is on Tuesday, October 31, from 5:00 pm to 8:00 pm. Erika will send another reminder that we are collecting candy donations for the event.
14. Water Rescue Equipment: Captain Jason Stupski is looking into pricing for the items needed.
15. ED & Ed Business Technology Proposal: The Board of Fire Commissioner would like to hold off.

New Business:

1. Approve bills and supplement for payment: Motion by Commissioner Hamzik, second by Commissioner Lewis, to pay the bills and supplement for payment:
Vouchers # 23_10-001 to 23_10-029, including payroll and Debt Service interest payments totaling \$18,461.83.
Supplemental List: Vouchers # 23_11-001 to 23_10-017 totaling \$8,753.28.
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: Commissioner Storm will contact T&B Electric to look at options for the light in the fuel pump. The combination lock on the interior gate will be removed as it is unnecessary since there is a lock on the first gate.
4. Community Room Request: Motion by Commissioner Lewis, second by Commissioner Battaglini,

to approve the request to use the community room. All aye; motion carried.

Date	Times	Requested by	Use	Cost	Comments
12-15-2023	All Day	Cheryl Grafton	New York State Police Children's Christmas Party	\$200 Security Deposit \$200 Room Rental Fee \$100 Kitchen Rental Fee	Request to waive rental fees

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

Honorable Board Members,

- *We had a successful Maine Endwell Homecoming parade. The start of the parade was moved up by 2 hours to avoid rain. We handled all traffic control and had 3 pieces of apparatus in the parade with a great turnout of our membership.*
- *Still waiting to get the Knox Box installed in Car 31. I spoke with Andy on this issue.*
- *We are still waiting for a solution to the volume issue that we are having with the station PA and scanner speakers.*
- *I am still planning to place a gear order for this year. We are in the process of compiling the list of the people that will receive the gear.*
- *Challenge Coins have been ordered.*
- *I would like to request approval from the Board to allow some of our apparatuses to participate in the Veterans Day Parade & Park Manor Halloween Parade.*
- *Ongoing Commissioner Approvals.*

Motion by Commissioner Storm, second by Commissioner Hamzik to allow some of the apparatuses to participate in the Veterans Day Parade and the Park Manor Halloween Parade. All aye; motion carried.

6. Support Services Report: Motion by Commissioner Storm, second by Commissioner Battaglini, to accept the Support Services Report. All aye; motion carried.

7. Maintenance Division Report: Motion by Commissioner Storm, second by Commissioner Battaglini, to accept the Maintenance Report. All aye; motion carried.

The following maintenance was completed since the last board meeting:

- *Quint 31 Paint/rust issue in process*
- *SCBA 2 packs out for repairs*

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

Trainings held in the month of October:

- *October 2nd – Vestal Live Burn*
- *October 9th – Company Meeting / Show and Tell Equipment*
- *October 16th – Bailouts / "How To" Documentation*
- *September 25th – Firefighter Self Rescue*

Special Operations Trainings:

- *Water Rescue – Interest Meeting – Station # 1*
- *Water Rescue – Boat Operations - Conklin*

Outside Trainings Offered:

- *McNeil Trainings Online- Multiple Training Available*
- *NYSEG Trainings Online*
- *National Grid Safety Training – 3 Hours*
- *CPR and First Aid Training – November 4th – Open to Everyone*
- *FEMA – Online Training Courses and In-person Classes*

Currently in NYS Training:

- *BEFO – 8 Personnel*
- *IFO – 8 Personnel*
- *FAST – 3 Personnel - Canceled*
- *Vehicle Extraction Course – 2 Personnel*

Upcoming Fire Trainings in October/November (Subject to Change):

- *October 23rd – Chimney Fires*
- *October 30th – Fire Investigation/ Scene Preservation*
- *November 6th – Vestal SCNA Confidence*
- *November 13th – EVOG*
- *November 20th – Mazes and Searches*
- *November 27th – Confined Space Awareness*

9. Fire Company Report(s):

- a. Motion by Commissioner Storm, second by Commissioner Hamzik, to accept Cooper Arron as a new fire company member pending the successful completion of their physical. All aye; motion carried.
- b. Motion by Commissioner Lewis, second by Commissioner Storm, to accept the resignation of Miranda Poklemba from the fire company. All aye; motion carried.
- c. Motion by Commissioner Storm, second by Commissioner Hamzik, to reimburse the fire company \$75.00 for five incentive points that Michele Pandich used to purchase O.L. Davis Fire Company clothing. All aye; motion carried.

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 B.C. Stitchers in the amount of \$200.00. Motion by Commissioner Storm, second by Commissioner Hamzik, to place the donations in our donation fund. All aye; motion carried.

12. 2023 Fire District Election Process: Copies of the Annual fire district election calendar were handed out for reference.

13. 2023 Notice of Annual Election: Motion by Commissioner Lewis, second by Commissioner Storm, to hold the annual election on Tuesday, December 12, from 6:00 pm to 9:00 pm to elect one member of the Board of Fire Commissioners to serve a term of five (5) years commencing on January 01, 2,024 and ending on December 31, 2028. All aye; motion carried.

Any person who wishes to run for the position above must obtain a petition from the district office and collect the names of at least 25 residents of the fire district who are registered voters and whose names appear in the voter listing. The deadline for filing petitions is November 22,

2023, at 3:30 pm. No absentee ballots will be accepted for this annual election.

14. Appoint Election Board and Compensation: Motion by Commissioner Storm, second by Member Battaglini, to appoint Davey Cortes as election chairperson and Amy Cortes and Christopher Lee as election tellers. Each will be paid \$70 for their time—all aye; motion carried.
15. Inspection Dinner & Gift Ideas: Commissioner Storm and Fire District Secretary Erika Pereira will look into gift ideas. The Inspection Dinner will be held on Saturday, March 23, 2024, at 6:00 pm at the Riverdale Banquet Hall.
16. Application for Volunteer Firefighters / Ambulance Workers Exemption: The enactment of the new Real Property Tax Law §466-a, making the partial real property tax exemption for volunteer firefighters available throughout the state with local government approval, requires a public hearing and an adopted resolution. A Board of Fire Commissioners in a fire district wishing to confer this benefit on its volunteer firefighters would need first to hold a public hearing. At that time, the Board would take public comments on the proposed action before considering the adoption of a resolution that would provide the partial real property exemption.

A sample public hearing notice and resolution to grant the exemption was handed out for review.

Once approved, we must file the exemption application in the assessor's office on or before the appropriate taxable status date, which, in most towns, is March 1. Commissioner Hamzik & Commissioner Storm are consulting with our assessor for more information and to confirm the deadline for our municipality.

Motion by Commissioner Storm, second by Commissioner, to hold a public hearing on the Volunteer Firefighter Real Property Tax Exemption pursuant to real property tax law §466-A on December 20, 2023, at 6:00 pm. All aye; motion carried.

17. Broome County Firefighters Association Fire Safety Trailer: The Board of Fire Commissioners would like to remind the Broome County Firefighters' Association they must relocate the fire safety trailer to another storage location starting November 01, 2023, and going through April 01, 2024.

The Broome County Firefighters' Association should continue to look for a permanent storage area for the fire safety trailer.

18. The December board meeting is scheduled for Wednesday, December 20, 2023, at 7:00 p.m. The work session will begin at 6:30 p.m. A public hearing on the Volunteer Firefighter Real Property Tax Exemption pursuant to real property tax law §466-A on December 20, 2023, at 6:00 pm

The November board meeting is scheduled for Wednesday, November 29, 2023, at 7:00 p.m. The work session will begin at 6:30 p.m. The Fire District Rules and Regulations workshop will be at 6:00 pm.

Hearing of Visitor(s): None

Correspondence(s): None

Motion by Commissioner Battaglini, second by Commissioner Hamzik, to ENTER INTO EXECUTIVE SESSION at 7:14 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 Battaglini, second by Commissioner Hamzik, to return to the REGULAR SESSION at 7:27 p.m. All aye; motion carried.

Motion by Commissioner Battaglini, second by Commissioner Hamzik, to grant Mark Storm equivalence for the New York State Fire Officer I class. Commissioner Anderson aye; Commissioner Battaglini aye; Commissioner Storm abstained; Commissioner Hamzik aye; Commissioner Lewis aye; motion carried.

It was determined that said members' request to be granted time served for the office of lieutenant should be presented to the O.L. Davis Fire Company, not the Fire District.

Motion by Commissioner Battaglini, second by Commissioner Hamzik, to adjourn the meeting at 7:40 p.m. All aye; motion carried.

All motions were unanimously carried unless otherwise noted.

Respectfully Submitted,



Erika Pereira

Fire District Secretary