

**ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MONTHLY MEETING
February 28, 2024**

Members:

Carlton “Andy” Anderson, Chairman
Donald Battaglini, Vice Chairman
Michael Hamzik
Michael Lewis
Richard Wrobleski

Others Present:

Erika Pereira, District Secretary
Alison Senft, Treasurer
Michael Battaglini, Fire Chief
Robert Congdon, 2nd Assistant Fire Chief
Robert Brady, President of Fire Company
Michele Pandich, 1st Vice President of Fire Company
Ron Materese
Jake Polovchak

Chairman Anderson called the Board of Fire Commissioners’ Work session to order at 6:30 pm.

The Board went over the agenda.

The work session was closed at 7:00 pm.

The Board of Fire Commissioners meeting was called to order at 7:00 pm.

Motion by Commissioner Battaglini, second by Commissioner Hamzik, to approve the minutes of the January 17, 2024 meeting with no corrections. All in favor; motion carried.

TREASURER’S REPORT: Commissioner Battaglini made a motion, seconded by Commissioner Lewis, to approve the treasurer’s report and Capital Reserve Summary. All were in favor; aye, the motion carried.

Motion by Commissioner Battaglini, second by Commissioner Lewis, to approve M&T Bank moving our collateral to Wilmington Trust from The Bank of New York. All in favor; Aye; motion carried.

Treasurer Alison Senft will meet with Commissioner Hamzik and Commissioner Anderson to review the Capital Reserve on March 06, 2024, at 5:15 pm.

Unfinished Business:

1. Station 3: Keegan Coughlin with COUGHLIN & GERHART created a letter and sent it to LaBella Associates. He also sent the Request for Proposal for an engineering and designing firm for the Board of Fire Commissioner to review. Commissioner Hamzik and Commissioner Wrobleski will review the RFP.
2. Bunk-In Program: The Pre-Bid meeting was held today at 10:00 am, and three vendors were present. Proposals are due on March 27, 2024, at noon.
3. New Apparatus – 2024 Chevrolet Silverado: Chief Michael Battaglini stated that the cab and chassis should be here in the next few weeks. The service body is in. Chief Michael Battaglini

has been in contact with Bush Electronics to work on a lighting, vinyl, and radio package for the new Utility 31-1.

4. **New Apparatus – Engine:** There is a two-year turnaround time for the truck to be built and delivered.
5. **Updates to Board Room:** Rug Fair completed the flooring, and Jeff's Painting completed the painting. Items are being moved back in, and cabinets are being cleaned out. Hammer's Woodworking is still working on the table, and new chairs must be purchased.

We need to purchase 10 of the Duty-Built High-Back Swivel Office Chairs with loop arms in the amount of \$3,325.00.
Hammer's Woodworking is working on the custom boardroom table with the District and Fire Department logos, which will cost \$5,675.00.
6. **Gear Lockers:** The mobile unit was delivered and put together. Station 1 gear lockers are complete.
7. **Inspection Dinner & Gift Ideas:** The challenge coins were received. The gift to be given to the membership will be incentive points. Awards were ordered, and we are waiting for them to arrive. The menu and room setup were finalized with The Riverdale Banquet Hall. The DJ was confirmed. The Inspection Dinner is scheduled for March 23, 2024. RSVPs are due by March 15.
8. **Partial Real Property Tax Exemption for Volunteer Firefighters:** Commissioner Hamzik gathered the information for eligible members. To qualify for the exemption, the application must be filed in the Town of Union assessor's office on or before the appropriate taxable status date of March 1. This will include the 2024 school taxes and the 2025 property taxes.

The enrolled member must meet the following requirements to be eligible for the tax exemption:

- The enrolled active member must reside in the territory served by the Fire District
- The property must be the primary residence of the enrolled active member
- The property is used exclusively for residential purposes, provided, however, that in the event any portion of such property is not used exclusively for the applicant's residence but is used for other purposes, such portion shall be subject to taxation, and the remaining portion only shall be entitled to the exemption provided by this section
- The enrolled active member must serve at least two consecutive years in good standing
- The active member must maintain a minimum of 50 hours of combination of Fire and/or Training Hours per calendar year.
- Excuses for fire and/or training are prohibited with the exception of line-of-duty injuries, and such certification has been approved by the Board of Fire Commissioners

Members Eligible for Real Property Tax exemption

Michael Battaglini
Robert O. Brady
Nathaniel Brown
Robert B. Congdon

Davey Cortes
William D. Demo
James Fleming
Matthew Grafton

Michael J. Hamzik
Stephen Hill
John J. Hussar
Nathan N. Leonard
Gilford F. Martino
Ronald Materese

Jonathan Metera
Muhamed Mujcic
Paul Spisak Sr.
Mark Storm
Jerry Stout
Jason Stupski

9. Photographer: Our attorney, Kevin S. Mahoney, reviewed the policy, and his comments were reviewed by the Board of Fire Commissioners. Commissioner Battaglini made a motion, seconded by Commissioner Hamzik, to adopt the Photographer & Audio/Video Recording Policy. All in favor; Aye; motion carried.

The policy will be placed on the website.

10. SCBA Bottle Replacement: Chief Battaglini received a price quote from Municipal Emergency Services (MES) for replacing just the bottles and a quote for replacing air packs and bottles.

To replace 100 bottles, the cost would be \$158,324.00

To replace 50 air packs and 100 bottles, the cost would be \$610,214.50.

There is currently \$261,158.77 in the Equipment Capital Reserve Funds.

Commissioner Wrobleski would like to see two more price quotes before making a decision.

11. Station 3 Keyless System Panel: Sentry Alarms will complete the work on Wednesday, March 27 - Thursday, March 28, to repair the door access at Station 3. The technician should arrive between 8:30 am and 9:30 am and finish around 4:00 pm daily.

12. Scanners for Stations: Commissioner Wrobleski will determine what scanners should be purchased and their pricing. He will then get with Erika to have them ordered. A motion by Commissioner Wrobleski, seconded by Commissioner Hamzik, to purchase three scanners for each station not to exceed \$2,000.00. All in favor; Aye; motion carried.

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 # 24_02-001 to 24_2-085, including payroll and Debt Service interest payments totaling \$95,655.33.

December Accruals List: Vouchers # 23_12-099 to 23_12-104 totaling \$12,564.48.

Supplemental List: Vouchers # 24_3-001 to 24_3-023 totaling \$12,442.43.

All in favor; motion carried.

2. Buildings & Grounds:

– T&B Electric will be on site on March 08, 2024, to complete their tasks.

3. Community Room Request: Motion by Commissioner Wroblewski, second by Commissioner Lewis, to approve the request to use the community room. All in favor; motion carried.

Date	Times	Requested by	Use	Cost	Comments
06-23-2024	All Day	Michelle Mancini	College Graduation Party	\$200 Security Deposit \$200 Room Rental Fee \$100 Kitchen Rental Fee	
06-28-2024 – 06-29-2024	All Day	Amy Derkowski	Graduation Party	\$200 Security Deposit \$200 Room Rental Fee \$100 Kitchen Rental Fee	Request to waive room & kitchen rental fee since the party is for Member Tyler Derkowski
06-30-2024	All Day	William Frantz	Graduation Party	\$200 Security Deposit	Member: Request to waive room & kitchen rental fee

4. Chief's Report: Commissioner Hamzik made a motion, seconded by Commissioner Lewis, to accept the Chief's Report. All in favor; Aye; motion carried.

Honorable Board Members,

- *I have been in touch with the Broome County Fire Coordinator to try and limit the reach of our FAST team. Endwell Fire traveling 20-25 minutes to a working house fire for FAST is not the right thing to do. The firefighters operating on the fire ground deserve better than to rely on a FAST team coming from a great distance away. I met with the Chief of the Town of Binghamton Fire, and he is in complete agreement. I'll keep you updated as needed.*
- *I have two quotes from MES for our expiring SCBA. One is for just replacing the cylinders, and the other is for replacing the entire SCBA. The quotes are included in the paperwork. I filled out the required paperwork from Tenkate Grant Services to try to get a grant to help purchase these pieces of equipment.*
- *The Fire Officers and I had a product demo and would like to purchase some new Res-Q-Jacks for Rescue 31. These jacks will allow us to lift a vehicle. The ones we currently have do not allow lifting. The quotes are in the paperwork, and I'd like the board to purchase this equipment.*
- *I contacted Joe Basil Chevrolet again; per our dealer, GM said we should see the cab and chassis by the end of March.*
- *At the request of Prospect Terrace Fire, we supplied our aerial with the American Flag hanging from it for a funeral detail for a Prospect Terrace firefighter who passed away. The Funeral service was in Endwell.*
- *I have attached a list of items the water rescue team needs. Last year, I requested \$7,000, which was budgeted into the 2024 Budget. Captain Stupski has the prices ready to go. I will be purchasing this equipment to ensure our team is outfitted correctly.*
- *I would like permission to bring Fire apparatuses to the Binghamton St. Patrick's Parade this weekend.*

Commissioner Battaglini made a motion, seconded by Commissioner Hamzik, to grant Chief Michael Battaglini permission to bring fire apparatuses to the Binghamton Saint Patrick's Day Parade. All were in favor, and the motion carried.

Commissioner Hamzik made a motion, seconded by Commissioner Battaglini, to grant permission to Chief Michael Battaglini to order two Ratcheting Wheel **Chocks** and **one** Auto X 2-Point Standard Kit not to exceed \$10,000.00. All aye; the motion carried.

5. Support Services Report: Commissioner Hamzik made a motion, seconded by Commissioner Lewis, to accept the Support Services Report. All aye; the motion carried.
6. Maintenance Division Report: Commissioner Hamzik made a motion, seconded by Commissioner Lewis, to accept the Maintenance Report. All aye; the motion carried.

The following maintenance was completed since the last board meeting:

- Engine 31-2 Kuzmaul repaired
- Quint 31 Paint/rust issue in process
- SCBA Looking into replacements

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

Trainings held in the month of January:

- January 1st – New Years No Training
- January 8th – MVA Hands on Training Station #3 – 30 Personnel
- January 15th – SCBA Dodgeball - 31 Personnel
- January 22nd – Maintenance Night Battery change out - 37 Personnel
- January 29th – Building Construction and Walk through - 31 Personnel
- February 5th – Live Burn - 24 Personnel
- February 12th – Hazcom, Hazmat and Fire Review – 3610 Personnel
- February 19th – Hoses and Handlines, Searches and Attack – 33 10 Personnel
- February 26th – Firefighter Survival, Bailouts, and Tower ops – 29 Personnel

Special Operations Trainings:

- January 3rd and the 10th – EVOC – 19 Personnel
- January 18th – Reload of all hoses from fire - 18 Personnel
- January 25th – Res Q Tech Demo – 10 Personnel
- January 28th – Water Rescue – Maine Endwell Highschool Pool - 10 Personnel
- February 5th – Fire Police - 10 Personnel
- February 26th – Fire Police Training – 10 Personnel
- May 3-5th – Swift Water Rescue Tech Basic – Rescue 3 – Open to 10 Personnel (Seniority Based)

Outside Trainings Offered:

- McNeil Trainings Online- Multiple Training Available
- NYSEG Trainings Online
- National Grid Safety Training – 3 Hours
- CPR and First Aid Training – January 27th - 9 Personnel
- FEMA – Online Training Courses and In-person Classes

Currently in NYS Training:

- Emergency Medical Technician – 4 Personnel
- Hazmat Command Tioga – 8 Personnel
- Fire Alarm Panel Course – 3 Personnel

Upcoming Fire Trainings in March:

- March 04th – Live Burn Training Vestal
- March 11th – Brush Fires and Equipment
- March 18th – Brush fire and Search and rescue training hands on
- March 25th – Gas Meters, Thermal, alarm panels, Basic Calls
- April 01st – Live Burn Training Vestal

The Training Schedule will be posted to IAMRESPONDING Application.

8. Fire Company Report(s):

- a. Commissioner Battaglini made a motion, seconded by Commissioner Hamzik, to accept the fire company officers for 2024 and provide access to the company office, company storage, and storage room #2. All aye; the motion carried.
 - President – Robert Brady
 - 1st Vice President – Michele Pandich
 - 2nd Vice President – Stephen Hill Jr
 - Secretary – Alice Fiacco
 - Treasurer – Cheryl Grafton
 - Chaplain – Thomas Snethen
 - Trustees – Gregg Cook, H. Thomas Harris, Dennis Sullivan
 - b. Motion by Commissioner Battaglini, second by Commissioner Hamzik, to reimburse O.L. Davis Fire Company \$159.39 for food purchased for crews for fires at 38032 Country Club Road and 835 Skylane Terrace—all aye; motion carried.
 - c. Motion by Commissioner Battaglini, seconded by Commissioner Hamzik, to reimburse O.L. Davis Fire Company \$15.00 to cover John Hussar's request to use one incentive point to cover his balance on an item he purchased using his fire company anniversary award. All aye; motion carried.
 - d. Motion by Commissioner Battaglini, seconded by Commissioner Hamzik, to accept the resignations of Kelly Klees from the auxiliary and John Kaplan from his position as Lieutenant. All aye; the 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. Linstar Maintenance Agreement: Motion by Commissioner Battaglini, seconded by Commissioner Hamzik, to accept the maintenance agreement for our ID printer in the amount of \$677.75. All aye; the motion carried.
11. Linstar Conversion from Print Ribbons: Motion by Commissioner Battaglini, seconded by Commissioner Hamzik, to accept the price of \$442.04 to convert our ID printer from ribbon to ink. All aye; the motion carried.
12. Review and Accept Policies: Commissioner Hamzik made a motion, seconded by Commissioner Lewis, to accept the policies as presented—all aye; the motion carried.
- a. Membership Requirements
 - b. Personal Appearance and Conduct
 - c. Student Firefighters
 - d. Identification Cards
 - e. Training
 - f. Officer's Duties
 - g. Response in Personal Vehicles
 - h. Fire Police

These policies will be updated on the website.

13. Amendment to the Fire District Rules and Regulations: These were sent to our lawyer for review, and we are waiting for his comments.

Hearing of Visitor(s): Ron Materese had a question on the Partial Real Property Tax Exemption for Volunteer Firefighters. He wanted to know what the requirements were for 20-year members. He also had questions regarding covering the Union Center Fire District more frequently since they have a storage of volunteer firefighters at the moment and what that would be like for the Endwell Fire District Taxpayers and the Endwell Fire District Apparatuses and equipment.

Lieutenant Jake Polovchak would like to purchase more tools to put in the toolboxes on the apparatus floor. He thinks there might be an issue with our water softener since it has left spots on the apparatuses.

The Board of Fire Commissioners will investigate the possible water softener issue and gather more information on the requirements for 20-year members for the partial real property tax.

Chief Michael Battaglini stated that the County, Union Center Fire, and himself are monitoring the call volume and will address it if and when the time comes. At this moment, we have to abide by the mutual aid requests as we are a part of the Broome County Mutual Aid plan.

Chief Michael Battaglini will get with Lieutenant Jake Polovchak and look into purchasing the requested tools as needed.

Commissioner Lewis would like the Auxiliary members to have updated IDs issued.

Correspondence(s): None

Commissioner Battaglini made a motion, seconded by Commissioner Hamzik, to adjourn the meeting at 7:30 p.m. All aye; the motion carried.

All motions were unanimously carried unless otherwise noted.

Respectfully Submitted,



Erika Pereira

Fire District Secretary