

**ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MONTHLY MEETING
NOVEMBER 21, 2024**

Members:

Carlton “Andy” Anderson, Chairman
Richard Wrobleski, Vice Chairman
Michael Lewis
Louis “Lou” Caforio
Gary Leighton

Others Present:

Erika Pereira, District Secretary
Alison Senft, Deputy District Treasurer
Jennifer Loup, District Treasurer
Michael Battaglini, Fire Chief
Cheryl Grafton
Christopher Lee
Denny Sullivan
Gil Martino
Gregg Cook
Matthew Grafton
Michelle Pandich, 1st Vice President of Fire Company
Robert Brady, President of Fire Company
Susan Martino
William “Bill” Frantz

In the work session, William L. VanGorder, our Account Executive with NBT Insurance Agency, reviewed our insurance proposal for the 2025 budget year.

Commissioner Anderson called the Board of Fire Commissioner's monthly meeting to order at 7:03 p.m.

Motion by Commissioner Lewis, second by Commissioner Wrobleski, to approve the minutes of the 2025 Budget Hearing, the October 17 meeting, and the special meetings held on October 24, 2024, November 4, 2024, and November 13, 2024. All aye; motion carried.

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

Unfinished Business:

1. Station 3: No action at this time.
2. Sale of 200 Ford F550: The auction closed on Wednesday, October 23, 2024, at 7:40 p.m., and the highest bid price of the vehicle was \$31,800.00. Thirty-nine bids were placed. The bid was approved at our special meeting held on October 24, 2024. The vehicle was picked up, and we have received payment.
3. New Apparatus – Engine: The engine should be delivered in 2025.

4. SCBA Bottle Replacement: Chief Battaglini will provide an updated quote for 100 bottles.
5. List for the Attorney: The draft of the list that was started was resent to the Board of Fire Commissioners—no action at this time.
6. Community Room Heating & Cooling Units: T&B Electric provides a price quote for the electrical work to disconnect the current wiring to the old units and connect the new unit, which is \$2,400.00.

Motion by Commissioner Caforio, second by Commissioner Wrobleski, to proceed with POSTLER & JAECKLE CORP in the amount of \$33,800.00 and with T&B Electric in the amount of \$2,400.00. All aye; motion carried.

7. Apparatus Floor: Commissioner Anderson will contact Upstate Concrete Coatings, have them inspect the flooring, and provide a price quote.
8. Plymovent System: To be completed the first week in December.
9. Physical Ability Policy: Commissioner Wrobleski and Commissioner Lewis reviewed the policy and would like to make some corrections. Commissioner Wrobleski will get his notes together and send them to everyone to review.
10. Truck or Treat: The event was held on Thursday, October 31, from 6:00 to 8:00 pm.

The 9th Annual Truck or Treat was held on an unseasonably warm Halloween night.

We started marketing Truck or Treat at the beginning of October with a Facebook event and various social media posts throughout the month.

The Board of Commissioners provided a budget of \$1800. The money was primarily used to buy candy, as the cost had skyrocketed for any size bags. Snacks, cider and a couple of supplies rounded out the budget and we came in under at a savings of \$142.66. We could have bought more candy, but didn't think that was necessary in the days preceding the event.

The Company provided a budget of \$500 along with cups and water. This money was primarily used for prizes, since we didn't have any from last year, along with cocoa and cider.

We received about 42 bags of candy thanks to our membership and purchased 71 bags with the board budget. This turned out to be enough for the event and no candy was leftover. In comparison from last year, we had 55 bags donated and purchased 43 bags. The turnout was greater this year, probably due to the warmer weather.

Families lined up outside long before 6pm, but due to the need to feed the troops, we waited to open the doors until the start time. The attendance was large and steady all night long. We ran out of the handouts and hot cocoa early on. There was no candy, snacks or drinks left at the end of the night. There were quite a few prizes left, but they will go towards next year's event. Only three games were set up and we had enough young members to run them and rotate turns.

The monies received on Halloween night were \$7.00 in donations and \$80.00 from the 50/50 raffle due to the winner donating his share back to the company.

Thank you again to everyone who helped with this event during the setup, the day of and for cleanup! Every year after the event, the committee discusses possible changes to the event to make it better. If anyone has suggestions, please let us know.

11. Inspection Dinner & Gift Ideas: Commissioner Lewis and Fire District Secretary Erika Pereira are

looking into gift ideas. They will meet with the Riverdale Banquet Hall in January to review the menu. We request three DJ services to see how much they would cost and what their services include. There will also be a photo booth at the event.

The Inspection Dinner will be held on Saturday, March 29, 2025, at 6:30 pm at the Riverdale Banquet Hall.

12. Voting Machines for Annual Election: Motion by Commissioner Wroblewski, second by Commissioner Leighton, to have the Broome County Board of Election create and print ballots, rent a ballot counting machine, and provide election supplies for the annual fire district election. All aye; motion carried.

Commissioner Wroblewski will contact the Broome County Board of Election to get a price quote and schedule the services.

New Business:

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

Vouchers # 24_11-001 to 24_11-064, including payroll and Debt Service interest payments totaling \$46,075.08.

Supplemental List: Vouchers # 24_12-001 to 24_12-015 totaling \$21,206.76.

All aye; motion carried.

2. Line Transfers: Motion by Commissioner Leighton, second by Commissioner Caforio, to accept the line transfer submitted by Treasurer Jennifer Loup. All aye; motion carried.

3. Buildings & Grounds:

- Motion by Commissioner Lewis, second by Commissioner Wroblewski, to approve AV Sound to make upgrades to our PA system in the amount of \$1,799.25. All aye; motion carried.
- The security camera at Station 3 was making a loud, piercing sound. Erika contacted The Computer Shop, and they replaced our security camera's back battery. They also provided a price quote for a new hard drive since our current one was going bad, and they wanted us to know the cost of replacing it. The price to replace our security camera hard drive is around \$2,950.00.
- Chief Battaglini that the parking lot needs the leaves cleaned up. Motion by Commissioner Wroblewski, second by Commissioner Caforio, to have Erika contact LBZ Excavating, LLC, to clean up the back parking lot.
- The top rail of the fence is damaged, so we would need to contact a fence company for a quote to repair it.

4. Community Room Request: Motion by Commissioner Lewis, second by Commissioner Wrobleski, to approve the request to use the community room. All aye; motion carried.

Date	Times	Requested by	Use	Cost	Comments
12-13-2024	All Day	Cheryl Grafton	NYS Troopers Children's Christmas Party	\$200 Security Deposit	Member
12-29-2024	All Day	Cathy Storm	Baby Shower	\$200 Security Deposit	Member
06-21-2025	4:00 pm – 9:00 pm	Antonietta Muggeo	Graduation Party	\$200 Security Deposit \$200 Room Rental Fee \$100 Kitchen Rental Fee	

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

Chief Battaglini stated he will have to purchase more turnout gear for some members.

Honorable Board Members,

- An issue has come up with some hydrants in our district. We found that some new hydrants that have been installed are not allowing our hydrant gates to thread on all the way. I have been in contact with the Endicott Water Department, and they are looking into this issue. Since the issue came up with Endwell Fire, other departments have found the same issue in their fire districts after I called and explained our issue. The water department is working with all of us to rectify the issue. I have a plan if we have an alarm that requires water from a hydrant, which is one of the issues.*
- This past week, we had an issue at an apartment building on North Street. A small fire was started in an apartment by an individual with mental health issues. The building has several problems that are dangerous to firefighters as well as the tenants. The issue has been turned over to Town of Union codes after I spent a substantial amount of time with them.*
- The Maine Endwell School District and the Homecoming committee were very thankful for our assistance with the Homecoming Parade on October 19th. They also thank us for hanging the banner on Hooper Road.*
- I received several thanks from Homer Brink Elementary for our assistance with the evacuation drill that took place on October 21st.*
- Hooper Road had to be shut down several times this week for the new construction project next to Marian Apartments.*
- The 2 new sets of gear have been delivered and distributed to the individuals.*
- The Battalion 3 Water rescue team is in the final steps. They are meeting tonight to button up any final questions that anyone may have. We are just waiting for the county to activate everything on that end.*

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

Date	Vendor	Description	PO Number	Cost
10/24/24	Town of Union	Gasoline		\$337.07
10/24/24	Mirabito	Diesel Fuel		\$363.55
10/24/24	After Hour Tires	Repair Valve Stem Br31		\$90.00

10/24/24	Gault Chevrolet	Repairs to 2015 Chevy Tahoe	23812	\$4303.73
10/24/24	Municipal Emergency Services	SCBA Repair	23817	1,560.32
11/01/24	M & T Bank	Amazon Supplies	23818	\$30.72
11/01/24	Weis Markets	Water for Station		\$638.82
11/01/24	Cardio Partners	AED	23801	\$1,780.00
11/01/24	Fire-End Crocker	Helmet Shields Photographers		\$87.00
11/01/24	Fire-End Crocker	6 Helmets	23800	\$2,216.76
11/01/24	Fire-End Crocker	8 Gloves & 2 Flashlight Battery Packs	23800	\$736.33
11/02/24	Wex Bank	Fuel		\$32.78
11/02/24	Tri-County	Pager Repair	23743	\$563.22
11/02/24	Har-Rob	Repairs to Utility 1	23816	\$3,762.75
11/02/24	Country Club Service	Repairs to Utility 550		\$559.45
11/02/24	Auto Zone	Antifreeze Coolant		\$37.32
11/18/24	Town of Union	Gasoline		\$539.93
11/18/24	Municipal Emergency Services	2 Sets Turnout Gear	23820	\$9,738.59
11/20/24	AAA-ABC Fire Extinguishers	Annual Fire Ext Inspection	23830	\$583.50
11/20/24	After Hour Tires	NYS Inspection & 4 New Tires – U31-3	23878	\$1,291.00
11/20/24	Mirabito	Diesel Fuel		\$464.37

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

The following maintenance was completed since the last board meeting:

- Quint 31 Coolant Leak / Addressing
- Utility 31-3 Getting new ties and TPMS sensors/inspection
- Chief 31C Repairs complete

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

Special Operations Training:

- Joint training with Endicott, Vestal, Campville, and Endwell. \

Outside Trainings Offered:

- McNeil Trainings Online
- NYSEG Trainings Online

Currently in NYS Training:

- EVOC – 4 Personnel
- FAST – 2 Personnel

Upcoming Fire Trainings in November and December:

- 11/11 – Salvage and Overhaul/ Fire Scene Preservation
- 11/18 – Laying from Hydrants, courtyard lays
- 11/25 – Live Burn – Vestal
- 12/2 – Business Walk through – EMT
- 12/9 – EVOC (Subject to Change)
- 12/16 – Confined Space Awareness

- 12/23 - TBD

9. Fire Company Report(s): No report was submitted.
10. O.L. Davis Fire Company Newsletter: Commissioner Anderson reminded everyone that Alice Fiacco, Company Secretary, is working on the monthly newsletter and asked them to consider ideas.
11. Donation(s): We received donations of \$200.00 from Our Saviour Lutheran Church and \$300.00 from Broome County Quilters Guild. Motion by Commissioner Wrobleski, second by Commissioner Leighton, to place the donations in our donation fund. All aye; the motion carried.
12. Schedule the 2025 Organizational Meeting: Motion by Commissioner Wrobleski, second by Commissioner Lewis, to schedule the 2025 organizational meeting on January 15, 2025, at 6:00 pm—all aye; motion carried.

Motion by Commissioner Lewis, second by Commissioner Wrobleski, to schedule the January monthly for January 15, 2025, at 7:30 pm with the work session at 7:00 pm—all aye; motion carried.
13. Broome County Toys for Tots: Motion by Commissioner Lewis, second by Commissioner Caforio, to be a collection site for the Broome County Toys for Tots (run by area police agencies) again. Collection barrels will be placed in the front hallway and the community room and promoted on the message board and our Facebook page. Donations will be collected at the Fire District until Wednesday, December 18, 2024, so they can be dropped off at the Broome County Toys for Tots headquarters during their hours of operation on Friday, December 20, 2024—all aye; motion carried.
14. General Insurance: Motion by Commissioner Lewis, second by Commissioner Caforio, to renew our insurance with NBT-Mang for December 1, 2024, to December 1, 2025, not to exceed \$63,303.00. All aye; motion carried.
15. NYS Volunteer Firefighter Cancer Benefit Program: A price quote has not been provided yet.
16. Year-End Bonus: The Board wants to table until the next meeting.
17. Commissioner Lewis would like to suspend the Endwell Fire District Rules and Regulations currently written. He stated that there are many conflicts between the Fire Company Bylaws, the SOGs, and the Endwell Fire District Rules and Regulations, and none are compatible with each other. He would like to get together a committee to review all three items after the first of the year.

After a discussion, it was decided not to suspend the Endwell Fire District Rules and Regulations as currently written.

Hearing of Visitor(s): None

Correspondence(s): None

Motion by Commissioner Leighton, second by Commissioner Wrobleski, to ENTER INTO EXECUTIVE SESSION at 7:26 pm to discuss privileged and confidential information in response to written complaints that were submitted by members of the Endwell Fire Department. All in favor; motion carried.

No action was taken during the executive session.

Motion by Commissioner Caforio, second by Commissioner Lewis, to return to the REGULAR SESSION at 8:05 p.m. All aye; motion carried.

Motion by Commissioner Lewis, second by Commissioner Leighton, to adjourn the meeting at 8:06 p.m. All aye; motion carried.

All motions were unanimously carried unless otherwise noted.

Respectfully Submitted,

Erika Pereira
Fire District Secretary