

**NORTH GREECE FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING  
1766 Latta Road Station #2  
1/12/16**

**PRESENT:** Chairman L. Andreano, Commissioners M. Dallessandro, J. Camiolo, Alan DeCarlo; Dist. Assistant Chief G. Dorgan, Treasurer W. Bedford, Secretary Kari Dutton, HR T. Gretzinger, Asst. Treas. K. Preston

**ABSENT:** Commissioner J. Meath (necessarily absent), Chief Patrick Meyers, and Deputy Chief P. McManus

**PUBLIC:** FF Union J. Wiesner, Dir. D. Bartell, Dir. M. Beaty, Disp. Coordinator H. Boehl, Robert Staub, Rick Douglas

Chair L. Andreano called the regular meeting to order at 7:01 p.m. and noted the fire exits. The opening of the meeting was followed by the Pledge of Allegiance and a short prayer.

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**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To approve the 12/8/15 regular meeting minutes.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To approve the 12/22/15 special meeting minutes.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**MOTION BY** Commissioner J. Camiolo, 2<sup>nd</sup> by Commissioner A. DeCarlo, To approve the 12/28/15 regular meeting minutes.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

- The 2015 year-end report has been distributed to the commissioners and Treas. Bedford would like to have it approved at the first meeting in February. There is a Fund Balance to carry us over until we receive our check in February. We need a policy for this. A draft policy was presented and is attached to these minutes. Suggest that we approve at the first meeting in February. 6<sup>th</sup> could be any combination of the above 5 options.
- Treasurer Bedford read the monthly financial report, detailing receipts, disbursements, exception report, budget summary, grants, and status of permissive referendums. Financial report appended to minutes.

**MOTION BY** Commissioner J. Camiolo, 2<sup>nd</sup> by Commissioner A. DeCarlo, To approve the monthly financial report as submitted by Treasurer Bedford.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To resolve to approve payment of voucher nos.1928 totaling \$384.42 as submitted on 1/12/16 by Treasurer Bedford for post audit. *(This motion was made in error, there were no bills paid between meetings)*

*L. Andreano-yes, A. DeCarlo-absent, K. Preston-yes, J. Meath-yes, J. Camiolo-yes Carried*

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner J. Camiolo, To resolve to approve payment of voucher nos. 1871-1928 totaling \$79,187.87 as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 1/12/16.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

Date	Sent
12/15/15	FOIL 2444 Latta Rd. 2015-003395 on 11/26/15 house fire
12/15/15	FOIL 3570 Latta Rd. 2015-003162 on 11/2/15 vehicle vs. gas pump
12/17/15	Card to Jason Bortle
12/28/15	Letter of intent to prospective purchaser of 218 Creek House Dr.
1/6/15	1/5/15 Oaths sent to towns of Greece and Parma. Required by law to be filed within 30 days.

Date	Received
12/14/15	FOIL 2444 Latta Rd. 2015-003395 on 11/26/15 house fire
12/14/15	FOIL 3570 Latta Rd. 2015-003162 on 11/2/15 vehicle vs. gas pump
12/14/15	Thank you note from Carl Veltri for the thoughts during his surgery

**Secretary K. Dutton**

- Comm. Camiolo will review the current investment policy.
- RFP's will be discussed at the Greece Fire Council. The Secretary will place this on the February 9th meeting agenda. An RFP for an auditor is needed this year.

**Treasurer W. Bedford-report appended to these minutes**

**HR T. Gretzinger**

- The yearend LOSAP report was distributed. It has been verified that all members are on the list and the points are believed to be accurate. Signatures are needed so it can be posted for 30 days. Comm. DeCarlo will sign the document.

**2016.7000.34.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner L. Andreano, To resolve to approve the 2015 service award report for posting as of January 12, 2016. This information will be posted for 30 days allowing time for necessary changes to be made before its due date.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

- We have met with the PERMA representative. They gave us a book of information and went through their claim process expectations.

**Chief P. Meyers-necessarily absent**

**Deputy Chief P. McManus-necessarily absent**

**Assistant Chief G. Dorgan**

- 911 reports: Career officers will be going in February for a staff meeting at ECD to give them scenarios to test the information they have put in. They are working on internal testing at this time. There is no plan to take the dispatch staff to the meeting.
- Erie County Deployment research is still in process. There is nothing in the contract to cover this situation. It will be placed on the February 9th meeting agenda.
- The 2015 Year-end report will be sent out. The Data is there it's just not as pretty.
- A letter was received from the assistant fire coordinator. They need the chief needs to sign allowing our guys to participate in the county SOU teams. The board directed the Chief to sign.
- A request to purchase 2 portable radios for a volunteer captain and lieutenant was discussed.

**2016.5000.1.01.12**

**MOTION BY** Commissioner M. Dallessandro, 2<sup>nd</sup> by Commissioner L. Andreano, To approve the purchase of 2 portable radios per the chiefs request, with a cost not to exceed \$2500.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

- These radios would not show up in our regular inventory sent to the County. There is no need to notify the county as long as what is bought is P-25 compatible it will not need to be replaced.

**2016.4000.05.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To approve sending Dispatcher Mark Knowles to the Car Seat Tech Refresher February 9, 2016 at the Henrietta Fire District Station 6 at no cost to the district.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**2016.4000.06.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To approve sending AC S. Dorgan and Lt. J. Lissow to Fire ground Responsibilities of Commander being hosted by N. Greece January 29-31, 2016.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**2016.4000.07.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To approve sending FF J. Amo to Car Seat Tech Training at Henrietta Fire District Station 6 January 25-28, 2016 at a cost not to exceed \$85.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**2016.4000.08.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, to approve sending FF M. Dorgan to FF I training series in Montour Falls February 5-11, 2016 at a cost not to exceed \$191.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**2016.4000.09.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To send AC S. Dorgan and HR T. Gretzinger to Workers Comp Board Training February 25, 2016 at no cost to the district.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**2016.4000.10.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To approve sending FF J. Champion to a Sprinkler System Workshop February 29-March 1, 2016 and a Fire Alarm System Workshop March 2-16, 2016 at Montour Falls Fire Academy at a cost not to exceed \$75 each.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**2016.4000.11.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To approve sending FF M. Dorgan to Vehicle Extrication Training at Montour Falls march 31-April 1, 2016 at a cost not to exceed \$105.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**2016.4000.12.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To approve sending AC S. Dorgan and HR T. Gretzinger to the Pinsky Law Conference at the Turning Stone April 1-2, 2016 at a cost not to exceed \$1200.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**2016.4000.13.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To send up to 10 to FDIC with a cost not to exceed \$3000 per person. This training is in the public interest and is not available within reasonable distance and time period in New York State. Approval is consistent with General Municipal Law (Section 72g) and Executive Law (Section 156, Subdivision 8). Required paperwork shall be filed with OFPC.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

- The only notable fire call was an attic fire down the street.
- The drill team requested to be allowed to allow Union hose to participate as part of the Lil Squirts team. They will be covered by their own insurance.

**2016.9000.1.01.12**

**MOTION BY** Commissioner M. Dallessandro, 2<sup>nd</sup> by Commissioner L. Andreano, To allow Union Hose to participate as part of the Lil Squirts.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**Commissioner J. Camiolo**

- Comm. Camiolo attended the Greece Community Prayer Service on Jan. 1<sup>st</sup>.
- The Annual installation dinner for MCFDOA was Saturday. Mike Dallessandro was installed.
- It was requested that the chief give the board a vehicle damage report. They are also looking for a safety committee report from last year's accidents. It is in process.
- It was asked if personnel were being retained when the dispatch office closes. This will be discussed at the January 26th meeting. Is there any way we can start to use them now and see how adept they are at that tasks we may need done? The new role needs to be defined first.
- Comm. Camiolo with our accountant to understand his new job task. He will also be working with Ken Preston to get up to speed.
- It was asked when the plaque would be mounted on the Quint.

**Commissioner A. DeCarlo**

**2016.4000.14.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner J. Camiolo to send up to 5 to the VCOS Symposium in the West, May 12-14, 2016 in Reno, NV, cost not to exceed \$10,000 per person. This training is in the public interest and is not available within reasonable distance and time period in New York State. Approval is consistent with General Municipal Law (Section 72g) and Executive Law (Section 156, Subdivision 8). Required paperwork shall be filed with OFPC.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**2016.4000.15.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner L. Andreano, To approve Lt. Mark Knowles and Capt. Jonah Larabee for Blue Card online Training, with a cost of \$385 each.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**Commissioner M. Dallessandro**

- Having sat in the audience for the last year observing the operations of the board in regards to the ladder truck, he has seen it as a potential for friction in the organization. We need to have goals, think about vehicle life expectancy, managed risk exposure, cost, efficiency, and safety. Comm. Dallessandro made a presentation on perceived cost for using the Quint 270 which is appended to these minutes. We should agree on benchmarks used for all vehicles keeping the reduction in cost on all. This is something we can all work towards together this year to keep our crews intact.
- A proposition was made to immediately discontinue the trial period of running a split company from Station 3 and return to a 3 company response model with the on duty captain acting as district wide command.
- Comm. Andreano was a proponent of looking at the data. Her main concern was that we promised to look at data, so we should leverage the data. Her greatest concern was and remains morale. She believes that bad morale has a significant impact on things that also affect us financially--teamwork, planning, collaborating, cooperating...it all affects how and how much we spend. And that far exceeds the few thousand that Comm Dallessandro illustrated are the costs of running the Quint.

- There were 494 EMS calls done by station 3 last year. There needs to be workshop time with chiefs to lay out more benchmarks. The conversation is alive but the operations would be able to run with crews intact while we monitor. The major issue from an operation standpoint last year was that it affected morale. We would gain improved morale which is very important. This can be worked on this year without having a group short due to being split up. We should look at the morale of all. This will be discussed at the workshop meeting.
- Comm. Camiolo brought up tire wear and the concrete at station 3 was discussed.

**2016.2000.1.01.12**

**MOTION BY** Commissioner M. Dallessandro, 2<sup>nd</sup> by Commissioner L. Andreano, To immediately discontinue the trial period of running a split company from Station 3 and return to a 3 company response model with the on duty captain acting as district wide command.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-no, J. Meath-absent, J. Camiolo-no*  
*Motion Failed*

- A proposal was made to hold a team building workshop session to build relationships between the BOFC and district stakeholders date, time, and participants TBD. This would be a workshop or retreat style session of approximately 2 hours facilitated by me to improve communication, identify areas where the BOFC has had successes, has missed the mark, identify barriers to future success and identify some goals to build communication, respect, camaraderie and relationships. The approval rating for our board goes up and down. It would be good to get a feeling for our people. A small focus group was suggested to meet for 2 hours including volunteers, careers, and some paid staff at the 2<sup>nd</sup> meeting in February. This meeting will be coordinated by Commissioner Dallessandro. Commissioner DeCarlo thinks that people will not be forthcoming in this environment.
- Update on New Uniform Process: no report

**Commissioner J. Meath**-necessarily absent due to unexpected travel that was urgent

**Chair L. Andreano**

**2016.7000.35.01.12**

**MOTION BY** Commissioner L. Andreano, 2<sup>nd</sup> by Commissioner J. Camiolo, To amend motion 2016.7000.09.01.05 and appoint Ken Preston as the Deputy Treasurer for 2016. This position will allow participation at the state level.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes* *Carried*

- Treas. Bedford asked if his old computer could be used after purchasing a video card for Deputy Treas. Preston. It could be set up on the extra desk in the Chief's office. The Board is in favor of this arrangement.
- AC Dorgan requested use of a district vehicle to drive to New York City for FLIPS graduations.

**2016.4000.16.01.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner J. Camiolo, To give permission for AC Dorgan to use his district vehicle to travel to New York city up to four times for FLIPS graduations. It is his goal to attend each.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes* *Carried*

- The header for the commissioner responsibility list will be updated and the document will be sent out.
- There is no digital sign update. There will most likely not be a grant. The board must decide its priority for spend. The strategic planning team will discuss this purchase.
- PIO projects needs to be moved to Commissioner Meath's agenda. We do need to address the website. It was suggested that it be discussed at a workshop.

- AFG grant status will be moved to Commissioner Meath's agenda. AFG will be removed so that it will just say grants.
- Walk off carpets update: There was a previous contract for carpet cleaning with Cintas. They are still trying to bill us. Commissioner Camiolo will bring this to closure. Last year we received pricing from Unifirst and Morgan. We are verifying the prices for 2016. A decision will be made at the 2/9/16 meeting. Any email or document that outlined the specs used needs to be forwarded to Comm. Andreano. Comm. Preston will take on pricing this project.
- The Greece Fire Council will hold its annual installation meeting on February 2<sup>nd</sup>. Officer elections will take place at this meeting.

**2016.4000.17.01.12** (Amended with motion \_\_\_\_\_ at 2/9/16 meeting)

**MOTION BY** Commissioner L. Andreano, 2<sup>nd</sup> by Commissioner M. Dallessandro, To send 5 and pay for 4 to attend the Greece Fire Council Annual Installation meeting at a cost not to exceed \$160.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

- A RFQ for 3<sup>rd</sup> party energy research is to be done.
- A maintenance contract for overhead doors is needed. This may be addressed at the property meeting with officers.

**2016.3000.1.01.12**

**MOTION BY** Commissioner M. Dallessandro, 2<sup>nd</sup> by Commissioner J. Camiolo, To approve Patrick Wittman as a volunteer firefighter. All background/arson/DMV checks and physical have been completed successfully.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To resolve to move to executive session per article f of the open meetings law to discuss matters relating to personnel discipline at 9:07 pm.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**MOTION BY** Commissioner M. Dallessandro, 2<sup>nd</sup> by Commissioner A. DeCarlo, To return to the regular session at 9:45 p.m.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

**MOTION BY** Commissioner M. Dallessandro, 2<sup>nd</sup> by Commissioner J. Camiolo, To resolve to adjourn the regular meeting at 9:45 p.m.

*L. Andreano-yes, M. Dallessandro-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes Carried*

Respectfully submitted,

Kari Dutton, Secretary  
Board of Fire Commissioners  
North Greece Fire District