

**NORTH GREECE FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING  
1766 Latta Road Station #2  
4/12/2016**

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

**ABSENT:** Deputy Chief P. McManus

**PUBLIC:** Deputy Treasurer Ken Preston, Lawrence Johnston, Sean Hucko, Dept. BOD Doug Bartell, FF D. Falkner, Capt. Wm. Lawrence

Chair L. Andreano called the regular meeting to order at 7:02 p.m. and noted the fire exits. The opening of the meeting was followed by the Pledge of Allegiance and a short prayer.

---

This page is dedicated to  
the memory of Anne  
Zarnstorff.

- Our independent auditors attended to present and review the 2015 state audit and the financial statements which are appended to these minutes.

**MOTION BY** Commissioner J. Camiolo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To approve the regular 3/8/16 meeting minutes.

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

**MOTION BY** Commissioner J. Camiolo, 2<sup>nd</sup> by Commissioner J. Meath, To approve the rescheduled regular 3/29/16 meeting minutes.

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

- Treasurer Bedford read the monthly financial report, detailing receipts, disbursements, exception report, budget summary, grants, and status of permissive referendums. Financial report appended to these minutes. Questions were asked about the pager bill and why we have so many pagers that are not in use. The chief's office will work with Lt. Carter to review the pagers we are being billed for in the next 30 days.

**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-yes, J. Camiolo-yes*      *Carried*

**MOTION BY** Commissioner AD, JM, 2<sup>nd</sup> by Commissioner, To resolve to approve payment of voucher nos.2141-2190 totaling \$97,509.88 as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 4/12/16.

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

| Date    | Sent   |
|---------|--|
| 3/23/16 | Sympathy card to Jesse Defraigne upon the passing of his father                        |
| 3/31/16 | Thank you letter to Barnard FD for the Code Enforcement Class they have offered to us. |
| 4/1/16  | Faxed Mark Burkhardt incident report and PCR to Feraci Lange                           |
| 4/1/16  | Barnard Banquet Response sent  |
| 4/1/16  | Get Well Card to our insurance agent Gary Johnson                                      |
| 4/8/16  | Get well card to T. Gretzinger   |
| 4/12/16 | Sympathy Card to the family of Ann Zarnstorff (Susan Boyle)                            |

| Date    | Received   |
|---------|--|
| 3/9/16  | Request for reports referencing 2015-0003611 MVA 12/20/2015 at 5000 Mt. Read Blvd.                 |
| 3/14/16 | Request for reports referencing 2015-000178 MVA 1/18/2015 at Parma Center Road/Bailey              |
| 3/18/16 | Letter from Tom Piazza regarding the closing of dispatch   |
| 3/28/16 | Letter from Greece Assembly of God regarding Greece Events surrounding the National Day of Prayer. |
| 4/11/16 | FOIL 520-4 DeGeorge Circle Incident Report – car into garage wall                                  |

**Secretary K. Dutton**

- The board was reminded about the National Day of Prayer event Greece at the town hall on Thursday, May 5th at 12 noon and at the Greece Assembly of God Church at 7 p.m. None of the board will be attending the evening assembly so there is no RSVP needed.
- Four members will be attending the MCFDOA April meeting April 21st at the Barnard Fire District.
- Commissioner Andreano is being honored by the Rochester Professional Consultant's Network at their 2<sup>nd</sup> Awards Dinner on April 19, cost \$35/person. The board congratulated Commissioner Andreano for this honor.
- Banquet Years of Service Awards for District Employees are in. Chief Meyers will be taking them to the banquet.

**HR T. Gretzinger**

- A discussion was held regarding our current vision plan. It has been bought out by a different network which has been dropped by most area providers. A comparable plan has been found. It will increase the budget line \$1200 for the year. It is a reliable network. The last company may be reimbursing us for the inability to use their plan in our area.

**2016.9000.3.04.12**

**MOTION BY** Commissioner M. Dallessandro, 2<sup>nd</sup> by Commissioner L. Andreano, To switch to the Solstice IC5 vision plan at an additional yearly cost of \$1200.

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

**Chief P. Meyers**

- There was a working fire today on Mill Road. A great job was done by all.
- Beginning Saturday, Lt. Bartell, Capt. D. Dugan and others will be assisting in starting the new man training with approximately 7 members.
- Member lists were sent out today.
- Phil Davola is requesting use of a district vehicle to assist with getting sponsors for the Fallen Firefighters Golf Tournament. He will be travelling outside the county. The board approves this request as long as a vehicle is available.
- Beth Jerzak is retiring after being part of the Explorer Program for 12+years. The department and Explorers will be honoring her with a reception on April 26<sup>th</sup> at 6 p.m. at station 1. The district will send a Certificate of Appreciation for presentation.
- Comm. Dallessandro was thanked for the Explorer presentation for officers development.
- The Drill Team needs approval for 2016 fund raising:
  - July 23<sup>rd</sup> or 24<sup>th</sup> drill event at the training ground
  - A golf tournament
  - Cash raffles
  - Scrap metal collections
  - Sponsorships from local businesses

**2016.7000.40.04.12**

**MOTION BY** Commissioner J. Camiolo, 2<sup>nd</sup> by Commissioner M. Dallessandro, To approve fund raising for the Li'l Squirts Drill Team for 2016.

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

- The Li'l Squirts Drill Team has requested to use the district van and dually for 2016 drill events.

**2016.2000.3.04.12**

**MOTION BY** Commissioner J. Meath, 2<sup>nd</sup> by Commissioner M. Dallessandro, To approve use of the dually pickup and red van for the following drill tournaments as the chiefs office sees fit (the drill team will cover fuel and tolls costs.)

- May 21, 2016 yearly inspection @ Dansville
- June 25 and 26, 2016 (Western NY @ Point Pleasant)
- July 8, 9, and 10 2016 (Main Transit Drill)
- August 6 and 7, 2016 (Spencerport Drill)
- August 19, 20, and 21, 2016 (New York State Drill and parade @ Main Transit)
- August 27 and 28, 2016 (Point Pleasant Drill)

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

- There was a discussion regarding any damage that may be done to the vehicles when being used by the Li'l Squirts. Since the district only submits claims if they are over \$1,000, if

something were to happen the department would cover the deductible or up to \$1000 if there was damage under \$1000.

- Update on Alpine software regarding bar coding: the program cost is \$3940 which includes a tablet, scanning device, hardware, customization and training. The chief feels it would be most cost effective to get labels preprinted. The more you buy the less it costs. The Chief will send the quote to the board. This is a Red Alert quote through Alpine Software. Since we have not been successful in getting all aspects of the current Red Alert program functioning as promised AC Dorgan will look into this program with Chris Dewey and Andy Hinds.

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

**Assistant Chief G. Dorgan**

**2016.4000.38.04.12**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner J. Meath, To approve sending Lt. J. Klein, FF M. Woledge, and FF M. Dorgan to Montour Falls for AVET Instructor Authorization training June 6-8, at a cost not to exceed \$315.

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

**2016.7000.41.04.12**

**MOTION BY** Commissioner L. Andreano, 2<sup>nd</sup> by Commissioner M. Dallessandro, To approve SOP's 2104 ICS Best Practice revision and new SOP's 2114 Staging Procedure and 2152 Incident Scene Communications and Radio Reports.

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

- An update was given on the dispatch process: new phone system started going in today. Phones outside the stations will have 2 numbers to call the firehouse or 911.
- The firefighters would like to participate in the MDA boot drive on June 10<sup>th</sup> from 6:45-13:00.

**2016.9000.4.04.12**

**MOTION BY** Commissioner J. Meath, 2<sup>nd</sup> by Commissioner J. Camiolo, To allow our firefighters to participate in the MDA boot drive on June 10<sup>th</sup> from 6:45-13:00.

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

- A discussion was held regarding starting District Facebook and Twitter accounts. Karie O'Gara has agreed to spend 2-3 hours per week posting. We would need a policy before we move forward. We would also need to update our Photo/Video policy. A helmet cam policy would also be needed. Commissioner Meath also noted that we would need to discuss paying an hourly employee if they are doing things off duty. We could post fire prevention and safety messages as well as motor vehicle and other incidents that could affect traffic. Policies will be presented at the May meeting. A request was made to keep our attorney in the loop.
- There was a large event at the Town Hall on April 9<sup>th</sup> that we heard about by accident. GVA was officially notified. The concern is that traffic was so huge and we were never notified. It would have been impossible to reach some areas of the town with rescue vehicles due to the automobiles. Our attorney recommends that AC Dorgan call Chief Phelan and ask him why we weren't notified.
- A discussion was held regarding the money received from a deployment to Erie County. We did not apply for reimbursement. Sam DeRosa will be contacted to see if we can return the funds because we had already paid the firefighters and did not incur any district costs due to them being off duty or on a previously scheduled vacation. Comm. Andreano will get information to the Treasurer so that these funds can be returned.

**Commissioner J. Camiolo**

- The monthly bank reconciliation is complete.

- Insurance has been reviewed.
- The board does not feel the need to meet with the Board of Directors at this time. They feel that call responses, stand by , and enforcement of the bylaws, and responsibility and roles of volunteers, along with whether or not volunteers are meeting their obligations is not theirs to interfere with.
- The Exempts is celebrating their 45<sup>th</sup> year. They were congratulated.

**Commissioner A. DeCarlo-no report**

**Commissioner M. Dallessandro**

**2016.7000.42.04.12**

**MOTION BY** Commissioner M. Dallessandro, 2<sup>nd</sup> by Commissioner J. Camiolo, To amend Motion 2016.7000.15.01.05; to correct the job description of Tom Grenga's position with the fire district to part-time laborer/courier. To any confusion or misunderstanding, it was never the District's intention to create the position of Director of Purchasing at the time motion 2016.7000.15.01.05 was made. The laborer/courier is supervised by the District Assistant Chief and job duties are attached.

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

**2016.3000.5.04.12**

**MOTION BY** Commissioner M. Dallessandro, 2<sup>nd</sup> by Commissioner A. DeCarlo, BE IT RESOLVED that the Board of Fire Commissioners of the North Greece Fire District, pursuant to Town Law §§174 2-a, 177-c, hereby creates the position of Director of Purchasing of the North Greece Fire District. The Director of Purchasing will undertake the duties of the office of Director of Purchasing upon filing the required oath of Office with the Secretary of the North Greece Fire District and the Clerk of the Towns of Greece and Parma, and the filing of an undertaking with such Town clerks, and .

BE IT FURTHER RESOLVED that the initial term of office of the Director of Purchasing will commence upon further resolution of the board and end on December 31, 2016, and

BE IT FURTHER RESOLVED that the term of office of the Director of Purchasing will be for a period of one year, commencing January 1st of each year and end on December 31st that same year.

BE IT FURTHER RESOLVED that the duties of the Director of Purchasing is not to be combined with the duties of the Treasurer of the North Greece Fire District, or office of commissioner of the fire district.

BE IT FURTHER RESOLVED that the compensation for the Director of Purchasing is to be fixed by resolution of the Board of Fire Commissioners.

BE IT FURTHER RESOLVED that in addition to the duties defined in Town Law Section 174 2-a, the Director of Purchasing shall have the following additional duties as set forth in the attachment marked "Job Duties, Part Time Director of Purchasing with Property Management Responsibilities".

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

- Attorney R. DiRaddo was asked who would this person report to? He answered that this Director of Purchasing would report to the Board of Fire Commissioners as the Secretary and Treasurer do.
- The Attorney asked if the district needed someone in this position and was assured that there are many issues that this would help with.

**2016.3000.6.04.12**

**MOTION BY** Commissioner M. Dallessandro, 2<sup>nd</sup> by Commissioner L. Andreano, To post full time laborer positions internally pending a labor management meeting with the firefighters local prior to filling said positions.

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

**Commissioner J. Meath**

- Cloud Docx is not meeting their contract. It states that they will store documents how they were uploaded (.pdf/A) and that they would be searchable. Once the OCR is turned on they lose their .pdf/A compliance. They are working on a fix for this but the board will not be paying this next year's bill until they can meet these requirements.

**Chair L. Andreano**

- The next Greece Fire Council meeting is May 3<sup>rd</sup> at the Ridge Road Fire District. Attendance is encouraged.
- There is no news on the Digital Signs. A grant writer needs to be contacted. Comm. Andreano has contact information for a grant writer named Grasso. His information will be given to AC Dorgan and Comm. J. Meath.
- The Energy research is underway. Commissioner Andreano is working with Treas. Bedford.
- The board was introduced to a "To do" list format for building maintenance. We have never looked at all of our properties at once. An unbiased inspector did an evaluation and provided reports. A copy will be sent to the board. It is full of Amazing information which is all prioritized. The committee will meet again to prioritize the list for our purposes.

**2016.3000.7.04.12**

**MOTION BY** Commissioner L. Andreano, 2<sup>nd</sup> by Commissioner J. Camiolo, To approve former volunteer Jon Thompson back to active status pending the confirmation of his successful and standard background checks.

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

**2016.3000.8.04.12**

**MOTION BY** Commissioner J. Meath, 2<sup>nd</sup> by Commissioner J. Camiolo, To approve Jevon Tomaschko, Ryan Deangelis, and Indra Bhujel as volunteer firefighters all background checks and physicals were completed successfully.

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

**MOTION BY** Commissioner M. Dallessandro, 2<sup>nd</sup> by Commissioner L. Andreano, To resolve to move to executive session at 9:43 p.m. per article f of the open meetings law to discuss matters relating to the hiring/firing of personnel.

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

**MOTION BY** Commissioner M. Dallessandro, 2<sup>nd</sup> by Commissioner J. Camiolo, To return to the regular session at 10:02 PM.

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

**MOTION BY** Commissioner J. Meath, 2<sup>nd</sup> by Commissioner A. DeCarlo, To return to the executive session at 10:15 p.m. per article f of the open meetings to continue discussions relating to hiring/firing of personnel.

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

**MOTION BY** Commissioner L. Andreano, 2<sup>nd</sup> by Commissioner A. DeCarlo, To resolve to adjourn the regular meeting at 11:14 p.m.

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

Respectfully submitted,

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