

**NORTH GREECE FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING  
1766 Latta Road Station #2  
1/10/2017**

**PRESENT:** Chairman Alan DeCarlo, Commissioners L. Andreano J. Camiolo, J. Meath, M. MacKenzie; Deputy Chief P. McManus, Treasurer W. Bedford, Secretary Kari Dutton, HR T. Gretzinger, Atty. R. DiRaddo

**ABSENT:** Dept. Asst. Chief Patrick Meyers, Dist. Assistant Chief G. Dorgan

**PUBLIC:** Dir. M. Neusatz, Union Pres. J. Wiesner, FF C. Pignato, Lt. J. Norman  
Treas. Bedford called the regular meeting to order at 7:00 p.m. and noted the fire exits. The opening of the meeting was followed by the Pledge of Allegiance and a moment of silence to remember our departed members.

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- Alan DeCarlo took his oath of office for his 5 year position as Commissioner. The oath will be filed in the District records and with the towns of Greece and Parma.

**2017.7000.18.01.10**

**MOTION BY** Commissioner J. Meath, 2<sup>nd</sup> by Commissioner M. MacKenzie, To nominate Alan DeCarlo for the position of Chairman for 2017.

*L. Andreano-yes, A. DeCarlo-yes, J. Meath-yes, J. Camiolo-no M. MacKenzie - yes Carried*

**2017.7000.19.01.10**

**MOTION BY** Commissioner L. Andreano, 2<sup>nd</sup> by Commissioner M. MacKenzie, To nominate Commissioner L. Andreano for the position of Vice Chairman for 2017.

*L. Andreano-yes, A. DeCarlo-yes, J. Meath-yes, J. Camiolo-no M. MacKenzie - yes Carried*

- A review was conducted of the 2017 Commissioner Assignments. Secretary K. Dutton shall post a copy at each station and send a copy to the Fire Department and our attorney. A copy is appended to these minutes.

**2017.9000.1.01.10**

**MOTION BY** Commissioner J. Meath, 2<sup>nd</sup> by Commissioner J. Camiolo, To amend the following motion to state *the office of 2nd VP*: 2016.9000.10.11.08 To support Ken Preston in his run for 1st Vice President of the AFDSNY.

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

**2017.4000.7.01.10**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner J. Meath, To approve sending 6 people to the Greece Fire Council Installation Dinner on February 7, 2017 with a cost not to exceed \$200.

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

- The board is confident that our current investment policy is sufficient.
- There was a discussion regarding Request for Proposal projects for 2017. The following should be sought: PM schedules for overhead doors, potential roofing work, paving (committee already in process), redo auto repair bid as a closed bid, LED lighting (some sections have not been upgraded and one company can get us some rebates), uniforms, concrete sealing, tile cleaning, engine replacements, and support vehicles.
- The board feels that there are no issues with current service contracts.
- There was a brief explanation of the Contract for the Affinity Orchard Place Municipal Cooperation agreement.

**2017.8000.11.01.10**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner L. Andreano, BE IT RESOLVED, that the North Greece Fire District, Town of Greece, County of Monroe Sate of New York (District) does approve the attached contract and

BE IT FURTHER RESOLVED that the Municipal cooperation Agreement is hereby approved and Commissioner Linda Andreano of the District is hereby authorized to execute the agreement on behalf of the District.

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

**MOTION BY** Commissioner J. Meath, 2<sup>nd</sup> by Commissioner L. Andreano, To approve the 12/06/16 public hearing meeting minutes.

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

**MOTION BY** Commissioner L. Andreano, 2<sup>nd</sup> by Commissioner J. Camiolo, To approve the regular 12/13/16 meeting minutes.

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

**MOTION BY** Commissioner J. Camiolo, 2<sup>nd</sup> by Commissioner J. Meath, To approve the regular 12/29/16 meeting minutes.

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

- Treasurer Bedford referred to the 2016 year-end report and read the monthly financial report, detailing receipts, disbursements, exception report, budget summary, grants, and status of permissive referendums. The financial report is appended to these minutes.
- Our independent auditors have been in to go over the books for 2016 and begin the AUD and the 2016 report that the board sees. The Creek House purchase payment will be put into the 2016 year.
- Tax rates on our properties are much higher in Greece than in Parma.
- The tax rate charged to our residents doesn't match what we approved and the math doesn't work. Questions are being asked of the Town.
- Sen. Robach passed legislation today regarding the tax cap. It hasn't gone through both houses yet.
- Comm. Meath asked about our contract with Empire Extinguishers in regard to inspecting exit lights.
- We should plan to have a larger fund balance after this year to account for higher payroll.

**2017.8000.12.01.10**

**MOTION BY** Commissioner J. Meath, 2<sup>nd</sup> by Commissioner J. Camiolo, To accept the 2016 year-end financial report as submitted by Treasurer Bedford.

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

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

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

**MOTION BY** Commissioner J. Meath, 2<sup>nd</sup> by Commissioner J. Camiolo, To resolve to approve payment of voucher nos. 2858-2888 totaling \$100,177.58 as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 1/10/17.

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

Date	Sent
12/19/16	Sympathy card to Alan & Laurie Alliet on the passing of their father Charlie Alliet, past volunteer
12/22/16	Town of Greece Snowplow contract signed by Comm. Andreano, needs town signature
1/3/17	Condolences to the family and Hilton fire Dept. upon the passing of John Sweeney

1/4/17	Congratulations to the M. Hare family upon the birth of their new baby.
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Date	Received
12/21/16	Snowplow contract for signatures from Town of Greece Highway Department
1/9/17	Notification of rezoning of property adjoining 1161 N. Greece Rd. Hearing 1/17/17 6:15pm at the town hall.

**Secretary K. Dutton-No Report**

**Treasurer W. Bedford**

**HR T. Gretzinger-No Report**

**Fire Chief S. DeRosa**

- The Swearing-In Ceremony for FF Mike Hare, Lt. Todd Smith and the 4 promoted lieutenants is scheduled for Tuesday, January 24, 2017, 7 PM at Station 1. All necessary invitations and information have gone out and my thanks to both Tina and Kari for all of the work they've done to make this event happen. The Firefighters Local 3827 is getting the cake. The NGFD Auxiliary will serve.
- The shelter rent matter for Affinity Lane has been resolved from the Chief's Office perspective and Kari has the 4 agreements that require explanation and endorsement.
- 8 new career firefighters have started the North Greece Basic Recruit Training Program on January 9, 2017. Recruits will start the State Fire Academy at the end of February.
- The Group Assignments for the recently promoted lieutenants are:
  - Lt. Frank Lombardo – Group 1
  - Lt. Bryan Adams – Group 2
  - Lt. John Williams – Group 3
  - Lt. Jeff Gates – Group 4
- Deputy Chief McManus and Asst. Chief Meyers will vacate their offices here at headquarters and will be relocated to Station 1 within the month. This is being done in an effort to get them closer to the membership and department officers.
- Going forward, Deputy Chief McManus will represent the fire department and Fire Chief S. DeRosa will represent the district at BOFC Meetings. Asst. Chiefs Dorgan and/or Meyers will be brought into these meetings only if needed.
- Permission was requested to spend \$25 to attend the County Fire Chiefs Installation Banquet tomorrow night.

**2017.4000.8.01.10**

**MOTION BY** Commissioner M. MacKenzie, 2<sup>nd</sup> by Commissioner J. Camiolo, To allow Fire Chief S. DeRosa to attend the County Fire Chiefs Installation Banquet January 11, 2017, at a cost not to exceed \$25.

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

- Permission was requested to spend up to \$50 for a dinner meeting with New York State Fire Chiefs Career Chief Sector next Tuesday and Wednesday. This meeting is being hosted by the Henrietta Fire District.

**2017.4000.9.01.10**

**MOTION BY** Commissioner J. Meath, 2<sup>nd</sup> by Commissioner J. Camiolo, To allow Fire Chief S. DeRosa to attend dinner meetings with the New York State Fire Chiefs Career Chief Sector January 17<sup>th</sup> and 18<sup>th</sup> with a cost not to exceed \$50.

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

- Going forward, the fire chief asked the BOFC to not approve any spending from the line unless my initials appear on the purchase requisition near the signature boxes. This is for the not so ordinary purchases that are by-passing the Chief's Office.
- The BOFC's were asked permission to initiate an annual inspection of the membership's uniforms, badges and associated equipment, in an effort to standardize our uniforms and to control spending. The Chief's Office will be happy to take the lead this with project and have it done prior to the annual banquet. It would also be good to swear in the volunteer members who've come on board at the annual banquet. The department is having its 95<sup>th</sup> anniversary this year. There was a discussion about whether we would like to do something to honor that.
- As an FYI, for the time being, Asst. Chief Meyers has been assigned to be the chief officer responsible for the explorer post and fire police unit. Pat will also be the liaison to the Auxiliary.
- Deputy Chief McManus will be the highest ranking fire department official and is responsible for the administration and management of the fire department. Both chiefs report to Fire Chief Sam DeRosa. This is all pending changes to the department bylaws which are scheduled to be voted on in April.
- FC DeRosa has been asked to speak to both the Kiwanis and Rotary Clubs on February 21<sup>st</sup> & 22<sup>nd</sup>. These are both lunch meetings.
- Commissioner J. Camiolo noted that the fire chief put a strong emphasis on volunteers at the department meeting.
- The board was asked if there is a policy regarding paying a student's class fees if they fail. There was some discussion as to whether there was a past practice or policy that if the student fails, the district pays the first time, but if they don't pass the 2<sup>nd</sup> time the student is responsible for payment.

#### **Dept. Deputy Chief P. McManus**

- Dept. in process of compiling committee list for 2017.
- Explorers want to hold a fund raiser on March 18<sup>th</sup> – correction for pasta dinner. When serving to the public we need someone certified with county public health department.
- 2017 Explorer handbook is in process of being revised.

#### **Career Assistant Chief G. Dorgan-brought up by the Fire Chief**

##### **2017.9000.2.01.10**

**MOTION BY** Commissioner J. Meath, 2<sup>nd</sup> by Commissioner L. Andreano, To approve payment of the Clinical Laboratory Program blood glucose analysis cost of \$200.

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

#### **Commissioner MacKenzie**

- There was a discussion regarding chain of command for administrative staff which will be discussed with the attorney in executive session.
- There was a short discussion regarding the need for office space for the lieutenants and commissioners at station 2.

#### **Commissioner J. Camiolo-No Report**

#### **Commissioner J. Meath**

- It was noted that we spent more money on color copies last month than black and white.

#### **Chair L. Andreano**

- Building update: the plumber found that there is an issue with the circulator pump for hot water at station 2. It pumps hot water from one end of the building to the other and runs 24/7 which is a problem. It is not an expensive piece of equipment. He told us that an "on demand" system would not work well for us. We need something with a timer so that it doesn't run all the time. He will get us prices.

- The BOD's was asked to put someone from the district on the banquet committee.
- We have been having trouble with the lights in the hallway at station 2. It was believed to be a sensor issue, but after replacing them it was discovered that there was bad wiring in the neutral causing the sensors to burn out. Regular switches were put in.
- There was a comparison of warranty and service information for the Digital Message Center bids. All of them had fairly consistent 5 year warranties. There was local maintenance for 2 of the vendors.
- Comm. MacKenzie feels that we should only buy 2 message centers. Comm. Andreano stated that we are only awarding the bid. Decisions on how many will be installed will happen in a different motion.

**2017.1000.1.01.10**

**MOTION BY** Commissioner L. Andreano, 2<sup>nd</sup> by Commissioner J. Meath, To award the digital message center bid to Skylight Signs.

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

- Commissioner Andreano will draft a letter to Skylight and to the other vendors for Sec. Dutton to send.

**Commissioner A. DeCarlo**

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner J. Camiolo, To move to executive session for the purpose of discuss discipline of an employee at 8:33 PM.

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

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner L. Andreano, To resolve to adjourn the regular meeting at 9:23 p.m.

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

Respectfully submitted,

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