

**NORTH GREECE FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
1766 Latta Road Station #2
12/29/2016**

PRESENT: Chairman L. Andreano, Commissioners J. Camiolo, J. Meath; Chief Patrick Meyers, Deputy Chief P. McManus, Dist. Assistant Chief G. Dorgan, Fire Chief S. DeRosa, Treasurer W. Bedford, Secretary Kari Dutton, HR T. Gretzinger

ABSENT: Alan DeCarlo

PUBLIC: Mike MacKenzie, Lt. J. Klein, Lt. D. Dickerson

Chairman L. Andreano called the regular meeting to order at 6:00 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 honor our departed members.

- There was a discussion regarding the bids received for Message Center Digital Signs. A spread sheet is appended that shows a compilation of all bidders. It appears that the first bidder is the only one that meets all criteria. The higher you go in millimeters the harder the sign is to read. Since our signs are close to the road we need to consider readability, we wish we could do 12 millimeter, but the cost might make that impossible. We need more power than we currently have at these locations by our signs. We need to remember to consider blacktop work that is already being considered when planning this project. Commissioners Andreano and DeCarlo have both done a write up on these results. We will need to contract for electric and masonry work. Comm. Camiolo would rather we not spend money on signs right now. He would rather see us spend our efforts on our volunteers. Others did not see the connection between the two. The goal is to better our community and get information out to the public. Because of the hill at station 2 we have a short viewing time. The department is interested in our old signs. Station 3 has a dip in front of it that may limit viewing. We may want to consider raising the height at some locations to get better viewing. Monochrome is much less costly, but we are told that the technology will not be supported within the next few years.
- The Fire Chief proposes that the 4 new lieutenants should have a start date effective January 22, 2017, which will coincide with the beginning of a pay period. He would like to hold the Installation "swearing in" Ceremony in place of the Board of Fire Commissioners Meeting on January 24th at 7:00 PM. This ceremony will also include Lt. T. Smith.

MOTION BY Commissioner L. Andreano, 2nd by Commissioner J. Meath, To move to executive session at 6:39 p.m. to discuss matters relating to the hiring/firing of specific personnel.

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

MOTION BY Commissioner L. Andreano, 2nd by Commissioner J. Meath, To return to regular session at 7:42 p.m. after a brief 5 minute recess.

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

2016.3000.27.12.29

Due to Justin Whitmore declining the position of firefighter offered to him at the December 13, 2016 Board of Fire Commissioner Meeting:

MOTION BY Commissioner J. Meath, 2nd by Commissioner L. Andreano, To hire Jon Nelson to the position of firefighter with a start date of January 9, 2017. This appointment is contingent upon successful completion of all background checks and physical.

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

2016.3000.28.12.29

MOTION BY Commissioner J. Meath, 2nd by Commissioner J. Camiolo, To accept the appended new organizational chart for 2017 for the fire district (on the operations side).

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

2016.3000.29.12.29

MOTION BY Commissioner J. Meath, 2nd by Commissioner L. Andreano, To have the new lieutenants: Jeffrey Gates, Frank Lombardo, Bryan Adams, and John Williams begin on January 22, 2017.

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

MOTION BY Commissioner J. Camiolo, 2nd by Commissioner J. Meath, To resolve to approve payment of voucher no. 2816 totaling \$673.44 as submitted on 12/29/16 by Treasurer Bedford for post audit.

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

MOTION BY Commissioner J. Camiolo, 2nd by Commissioner J. Meath, To resolve to approve payment of voucher nos. 2817-2857 totaling \$51,467.63 as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 12/29/16 pending 3 missing items which will be remedied in the morning.

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

2016.4000.69.12.29

MOTION BY Commissioner J. Meath, 2nd by Commissioner J. Camiolo, To send the new commissioners A. DeCarlo and M. MacKenzie to the required new commissioner training on February 18, 2017, at the Brighton Fire District, with a cost not to exceed \$250.

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

2016.4000.70.12.29

MOTION BY Commissioner L. Andreano, 2nd by Commissioner J. Camiolo, To amend motion 2016.4000.67.12.13 to send up to 6 to the MCFDOA Installation Banquet on January, to state that we will purchase up to 7 tickets for an extra \$130.

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

2016.3000.30.12.29

MOTION BY Commissioner L. Andreano, 2nd by Commissioner J. Meath, To approve Ed Philps returning to active duty from his social status.

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

2016.7000.56.12.29

MOTION BY Commissioner J. Meath, 2nd by Commissioner L. Andreano, To remove SOP 1204 (Admin OT) from our policies and place it into retire policies. This information has been added to the employee handbook.

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

- The 2017 Employee Handbook has been revised with minor changes. Language was removed that referred to the dispatch office. Language has been added under the part-time EMT laborers section that states they must be available at least 1 day a week and must submit their availability prior. Administrative staff overtime is addressed. It also was changed to reflect NY State law which allows employees who are scheduled at least 20 hours per week to take up to 3 hours of leave to donate blood.

2016.7000.57.12.29

MOTION BY Commissioner L. Andreano, 2nd by Commissioner J. Meath, To approve the 2017 NGFD employee handbook.

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

- An update was given on the sale of the Creek House property. The closing date was yesterday. We received a call during that closing to request an additional affidavit be signed

regarding certifications of a clear title. The document was read, signed, and notarized earlier today.

- The board came back to the discussion on digital signs. The members will be requesting clarification on one factor. Each vendor will be asked to further explain their warranty and ongoing maintenance. A deadline will be given for next week to submit this clarification.
- The Fire Chief will work with the board on a floor plan of office space. There is a need to get everything updated and do it right. We will meet with our furniture consultant to review. This will be placed on the February 14th meeting agenda.
- Treasurer Bedford feels that language in SOP 1111 should be updated. The form 1111a also needs to be updated. IT Andy Hinds will be asked to update it for the February 14th meeting. He will be asked to send a draft to Comm. Meath.
- The January 24th Installation of 5 lieutenants will be held at 7 PM at station 1. The Chief's office will take the lead to get it together. There will be no meeting that night. The new lieutenants and Lt. T. Smith will be sworn in. Class A's will be worn for the ceremony.
- We have had 4 working fires since the last meeting. There was also 1 injury to a mutual aid firefighter which is not serious. A thank you to all firefighters who responded to those fires.
- Fire Chief DeRosa expressed his gratitude to all for the swearing in ceremony. His family was honored and grateful.
- Fire Chief DeRosa will be at the Department Board of Director's meeting on Monday to talk about the appended organizational chart. Next Thursday the chiefs will start planning for 2017.
- The cost of the State Fire Academy was discussed. The board would like the payment to come out of the 2016 budget. It is approximately \$2870 per firefighter.

2016.4000.71.12.29

MOTION BY Commissioner J. Meath, 2nd by Commissioner J. Camiolo, To pay the tuition fees for 7 firefighters with a cost not to exceed \$3,000 each out of the 2016 budget.

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

MOTION BY Commissioner L. Andreano, 2nd by Commissioner J. Meath, To resolve to adjourn the regular meeting at 8:16 p.m.

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

Respectfully submitted,



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