

**NORTH GREECE FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
1766 Latta Road Station #2
7/11/2017**

PRESENT: Chairman Alan DeCarlo, Commissioners L. Andreano, J. Camiolo, M. MacKenzie, Treasurer W. Bedford, Fire Chief S. DeRosa, Atty. R. DiRaddo

ABSENT: Secretary Kari Dutton, HR T. Gretzinger; Deputy Chief P. McManus; Commissioner J. Meath

PUBLIC:

Chairman A. DeCarlo called the regular meeting to order at 6:03 p.m. and noted the fire exits. The opening of the meeting was followed by the Pledge of Allegiance and a moment of silence for our departed members.

PUBLIC TOPICS

- Mr. Ken Preston presented the Board with a letter, requesting that we read this letter when we can and feel free to discuss it with him at any time.

MOTION BY Commissioner Camiolo, 2nd by Commissioner MacKenzie, To approve the regular 6/13/17 meeting minutes.

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

MOTION BY Commissioner MacKenzie, 2nd by Commissioner Camiolo, To approve the regular 6/27/17 meeting minutes.

L. Andreano-yes, A. DeCarlo-yes, J. Meath-absent, J. Camiolo-yes M. MacKenzie – 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 minutes.

MOTION BY Commissioner MacKenzie, 2nd by Commissioner Camiolo, To approve the monthly financial report as submitted by Treasurer Bedford.

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

MOTION BY Commissioner Andreano, 2nd by Commissioner MacKenzie, To resolve to approve payment of voucher nos. 3370-3406 and all bills totaling \$125,272.22, as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 7/11/17.

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

Date	Sent
6/29/17	Recording to Local 3827 of 6/13/17 meeting
6/29/17	Incident report sent for fire at 563 Drumcliff Way
6/29/17	Thank you letter to Mike Bonanza, Town of Greece for assistance with Training ground property maps

Date	Received
6/23/17	FOIL request from Local 3827 for meeting recording from June 13 th BOFC meeting
6/28/17	FOIL request for Fire Report from 6/5/17 Fire incident at 563 Drumcliff Way
6/28/17	Thank you from Donna Preston for thinking of her as she recovers

Secretary K. Dutton-necessarily absent (family vacation)

Scheduled topics discussed per agenda:

- Identified Joe Meath for the task of reviewing the Monroe Ambulance Pilot Recertification Agreement.

- Identified that we will use the next BOFC meeting as a 1st workshop to begin the budget process. However, we need to change the date of the meeting to Monday, July 24th (the day before the scheduled meeting). We need Kari to make the proper notifications/announcements.
- New door code to be selected by the chief and communicated to the appropriate personnel.

Treasurer W. Bedford – Additional report about credit cards was reviewed

2017.8000.21.07.11

MOTION BY Commissioner DeCarlo, 2nd by Commissioner MacKenzie to cancel two credit cards in the names of Thomas Grenga and AC George Dorgan, with an additional request to issue a card in the name of Thomas Chugg in the amount of \$2,500.00.

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

HR T. Gretzinger- *necessarily absent (family vacation)*

Fire Chief S. DeRosa

- The Chief has 10 tickets for the Aug 9th equipment show in Bushnell's Basin and needs to know who would like one.
- We will be doing permanent repairs to the burn building roof training apparatus to avoid cutting into the roof during training. We are going to do the permanent repair in September. We will place the ventilation simulator up on posts to avoid damaging the main roof.
- Using Tyvek suits & protection, the Chief would like to have a professional cleaning performed at the Burn Building. Due to visible particulate in the air, this could become a safety issue and we will begin seeking pricing.
- The Chief is beginning to research purchasing a fit testing machine to service all the career and volunteer personnel.
- The Chief and the treasurer have been working on radio reports. The secretary will need to notarize some of the documentation on Monday. This is a 3-year purchasing program, coming in at approximately \$4,000 under budget. We could secure a 40% discount by combining purchasing with 4 other agencies. Since this has already been approved, equipment purchasing will commence, and equipment will start being received in August.
- County Proposal connected to the County communications/radio project:
The original site for the NW corner of Monroe County was set to be placed near Shoremont Water Facility on Dewey Ave. Pericle Communications Company did the study. Due to proximity to the Lake, the signal was going to be lost. This new proposal asks for the use of our tower as a transmit/receive antenna. This would guarantee us 100% coverage in the new trunk radio system, including along the shoreline, parts of Hilton, and other noted deficiencies in this Northern corner of the County. Heading farther West, they have identified 3 additional tower locations. This enhancement resolves all safety issues we have regarding radio coverage. A map is appended to these minutes.
 - The proposal includes work along the East side of our building at 1766 Latta Rd. This includes razing and grading the property to level, add a 12' x 20' shelter to house the transmitter/receiver, etc., replace the generator with a larger generator (including the ongoing cost of gas and preventive maintenance), including an emergency backup for them, remove a section of sidewalk, and add landscaping to finish the work.
 - Commissioner DeCarlo asks if they are including a fire-suppression system, to which the Chief responded that he'd confirm it, but that they are responsible for all the maintenance of everything they install.
- We realize we need to reschedule the BOFC meeting from July 25 to Monday, July 24th. The secretary will make the appropriate notifications. The Chief will determine if the County team is making a presentation at this meeting and if so it will be scheduled at the beginning of the meeting.

- The Chief requested permission to spend up to \$500 for costs associated with 8-hour code enforcement re-certification training for career personnel, to be held at North Greece (date TBD).

2017.4000.35.07.11

MOTION BY Commissioner DeCarlo, 2nd by Commissioner MacKenzie, To approve Code refresher training, with a cost not to exceed \$500.00.

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

- We will be using the training grounds for a foam demonstration and training program on July 17th at 2 p.m. & 7 p.m. Barnard, Lake Shore and Ridge Road Fire Districts have been invited.
- A 10-year plaque for Mark Knowles is to be ordered by the Secretary on Monday.
- The Chief requested and the Board approved for Lake Shore Fire District fire fighters to use our stair climber & fitness room to prep for their certification, pending a verification that all insurance considerations have been met.
- Engine 277 & the van are reserved to be used in the Hilton parade.

Deputy Chief P. McManus-necessarily absent

Commissioner J. Camiolo

- From the Department Board of Director's meeting: The BOD asked about the sale of truck 275, asking why they weren't notified to plan to attend and take photos. The Chief explained the rapid process that was involved and that time didn't allow for broad notifications. A photo was obtained when the buyers picked up truck 275. Commissioner Andreano will provide the photo to Secretary Dutton to put an article on the District website along with the announcement of sale with buyer details.
- A draft of the Alarm article was presented to the Board with a request to discuss further.

Commissioner M. MacKenzie

- We received a full price offer for \$57,900.00 for truck 276.

2017.2000.8.07.11

MOTION BY Commissioner MacKenzie, 2nd by Commissioner DeCarlo approve and accept the purchase price offer for \$ 57,900.00 for truck 276.

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

2017.2000.9.07.11

MOTION BY Commissioner MacKenzie, 2nd by Commissioner Camiolo to move monies in the amount of \$400,000.00 from the unassigned fund balance to the new vehicles Account 2020.180 for the purchase of the new Sutphen engines.

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

- Comm. MacKenzie requested that we publish a permissive referendum regarding the moving of additional funds out of reserve, and that we schedule that for the 1st BOFC meeting in August under his agenda.

Commissioner J. Meath – Necessarily absent

Commissioner L. Andreano

- There was a discussion about the damaged patch of pavement on the driveway just inside the training grounds. We agreed to repair this patch prior to the Drill team race being held July 29, 2017. Many versions of work at this location have been reviewed, from total replacement to repair/replace a section, without sealing the driveway per guidelines

provided to the District. The amount of damage has reached a point where safety is an issue there and by the North hydrant, which is also being bid out.

2017.1000.3.07.11

MOTION BY Commissioner Andreano, 2nd by Commissioner DeCarlo, To award paving repair work at the training grounds—to mill and repave a 25' x 32' area just North of the entrance gate—per the proposal received from Magic Seal, LLC, with a cost not to exceed \$3000, using monies set aside in the permissive 201409 account for Re-Construction Projects. Work is to be completed by July 26th 2017.

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

- Related to the motion above, BOD member Mike Beaty reports that he believes the line valve is leaking in the hydrant in that location where the repair is planned. The Chief offered to call the MC Water Authority to see if they will assess and report findings for us ASAP in time for the repair work to still be completed.
- There was a discussion about the purchase and building of two sheds—one for Headquarters, and one for Station 1, for storing equipment and materials that should not be stored inside the Fire House for health & safety reasons, including lawn mower/snow plow (rotate for season), gas cans, propane cylinders, etc. The placement at Station 2 was already determined. Placement at Station 1 to be confirmed. The vendor Woodtex has been selected to build 12' x 16' sheds based on lowest price and best value for service/warranty provided overall.

2017.1000.4.07.11

MOTION BY Commissioner Andreano, 2nd by Commissioner DeCarlo, To purchase two sheds to be constructed by Woodtex, with a cost not to exceed \$8000.00.

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

- Director Mike Beaty requested a discussion regarding the BOD request for the BOFC to pay additional monies that were charged for the total costs of lawn and snow removal maintenance at the Training Grounds. The BOFC agreed to contribute an additional \$1,000.00, as the costs were doubled vs what was estimated.
Walt requested Mike Beaty to obtain an invoice from the BOD for the \$1,000.00.

2017.1000.5.07.11

MOTION BY Commissioner DeCarlo, 2nd by Commissioner MacKenzie for \$1,000.00 paid to the North Greece Fire Department to pay additional toward the snow removal and lawn maintenance for the 2016/17 snow & lawn season.

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

Chairman A. DeCarlo

2017.4000.36.07.11

MOTION BY Commissioner DeCarlo, 2nd by Commissioner MacKenzie to send Commissioner Camiolo, Commissioner Andreano, and Deputy Treasurer Ken Preston to the AFDSNY Fall Conference in Saratoga Springs Oct 11-13, with a cost not to exceed \$5000.00.

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

MOTION BY Commissioner DeCarlo, 2nd by Commissioner Camiolo, To resolve to move to Executive session at 7:46 p.m. to discuss contract and personnel discussions per article D (personnel injury), F (contracts), and H (property acquisition contracts) of the open meetings law.

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

MOTION BY Commissioner DeCarlo, 2nd by Commissioner Camiolo, To return to open session at 8:47 p.m.

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

2017.2000.10.07.11

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner J. Camiolo , to rescind the motion of June 27th 2017 2017.2000.7.06.27 regarding the authority of the Chairman to execute a contract with Sutphen Corporation; in its place a motion to authorize the Chairman to execute two separate contracts with Sutphen Corporation for the purchase of two separate pumpers, which contracts are subject to the approval of the attorney for the district; which authorization is further subject to resolutions of the board regarding standardization of Sutphen Fire Fighting vehicles, Resolution 2017-#2 below ; the purchase through HGAC buy and the exemption under GML 103(16) (resolution 2017 – #3 below) , expenditure of funds from the North Greece Capital Equipment Fund 200.11 (Resolution 2017.2000.13.07.24 To be voted upon on July 24th 2017) and further authorizing the chair to sign two such amended contract, which contract will contain, among other terms, an authorization for progress payments in compliance with Town Law and the receipt of a performance bond.

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

2017.2000.10.07.11

MOTION BY Commissioner Camiolo, 2nd by Commissioner Andreano, To resolve to standardize for Sutphen manufacturing for all North Greece Fire District large firefighting vehicles based upon the criteria set forth in the committee report; (appended to these minutes).

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

2017.2000.11.07.11

MOTION BY Commissioner DeCarlo, 2nd by Commissioner Camiolo, To authorize the procurement of the two pumpers through the HGAC program, said resolution will authorize the purchase under the GML 103(16) exemption following the district procurement policy and addressing the factors necessary to take advantage of the GML 103(16) exemption.(See appended to these minutes).

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

MOTION BY Commissioner MacKenzie, 2nd by Commissioner Camiolo, To resolve to adjourn the regular meeting at 9:10 p.m.

Respectfully submitted,

Linda Andreano, Commissioner acting as secretary for this meeting
Board of Fire Commissioners
North Greece Fire District