

**NORTH GREECE FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
1766 Latta Road Station #2
7/10/18**

PRESENT: Chairman Alan DeCarlo, Commissioners L. Andreano, J. Camiolo, T. Coyle, M. MacKenzie; Treasurer W. Bedford, HR T. Gretzinger, Fire Chief S. DeRosa, Atty. R. DiRaddo, Deputy Treasurer II Ken Preston

ABSENT: Secretary Kari Dutton, Deputy Chief P. McManus

PUBLIC: Dir. Mike Beaty

Chairman A. DeCarlo 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 for our departed members.

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner L. Andreano, To approve the regular 6/12/2018 meeting minutes.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

2018.3000.19.07.10

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner M. MacKenzie, To amend motion 2018.3000.16.06.26 To state: appoint Joe Lissow to the position of Captain effective 7/9/2018, at the starting Captain's salary of \$90,378. based on the results of the civil service exam.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

2018.3000.20.07.10

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner J. Camiolo, To amend motion **2018.3000.17.06.26** to state: appoint Kevin Battaglia, Gregg Knapp, Kris Helfer and Joe Lissow to the internal position of Battalion Chief effective August 5, 2018. According to the approved MOU for this position, salary will be a 3.5% increase on current Captain's salary scale for the remainder of 2018.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

MOTION BY Commissioner M. Mackenzie, 2nd by Commissioner J. Camiolo, To approve the regular 6/26/2018 meeting minutes.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-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 T. Coyle, 2nd by Commissioner L. Andreano, To approve the monthly financial report as submitted by Treasurer Bedford.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

MOTION BY Commissioner L. Andreano, 2nd by Commissioner J. Camiolo, To resolve to approve payment of voucher paid since the last meeting numbered 4271-4285 totaling \$89,081.23 as submitted on 7/10/18 by Treasurer Bedford for post audit.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

MOTION BY Commissioner M. Mackenzie, 2nd by Commissioner L. Andreano, To resolve to approve payment of bills voucher #'s 4286-4331 totaling \$36,786.45 as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 7/10/18. This total varies slightly for the original one due to a typographical error and an entry that was approved but the amount was not entered in Quick Books.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

Date	Sent
6/13/18	Sympathy card to past Hamlin Chief Charles Hungerford on the passing of his wife Carolyn.
7/3/18	Agreement to Greece Consolidation study signed by Chair, notarized and mailed to Lake Shore
6/28/18	Report sent in response to FOIL request for MVA at 3317 Latta Road on June 10 from Paul Marasco Law Firm
6/28/18	Report sent in response to FOIL request for MVA at 3317 Latta Road on June 10 to by Carrie M. Schreiner for Brian M. Zorn, Esq, Faraci Lange, LLP
Date	Received
6/25/18	FOIL request from Samantha Thompson – Agreement for Chief DeRosa, responded that it doesn't exist
6/25/18	FOIL request for MVA at 3317 Latta Road on June 10 from Paul Marasco Law Firm
6/25/18	FOIL request from Samantha Thompson for statutes, resolutions and minutes which set out the chief operational, financial and legal relationship with the board of fire commissioners. Response to be sent by Tina after board approval on 7/10/18 as the secretary will be out of town.
6/28/18	FOIL request for report from MVA 6/10/18 on Latta Road by Carrie M. Schreiner for Brian M. Zorn, Esq, Faraci Lange, LLP

Secretary K. Dutton - ABSENT

- The board approved a FOIL request from Samantha Thompson for statutes, resolutions and minutes which set out the chief operational, financial and legal relationship with the board of fire commissioners. Commissioner DeCarlo states that he thought this was approved at the 6/26/18 meeting and he is ok with sending the information.

Treasurer W. Bedford

- There was a discussion held regarding the unassigned fund balance policy and the policy was reviewed by the Board. Based on the discussion of policy, the Board made the following motion:

2018.8000.17.07.10

MOTION BY Commissioner L. Andreano, 2nd by Commissioner M. Mackenzie. To allow Treasurer Bedford to modify the 2018 Budget from Unassigned Fund Balance in the amount of \$748,985.00. In addition, \$96,000 will be moved from General Savings to Capital Reserve for Communications. The attached spreadsheet "Status of Unassigned Fund Balance After 2017 Audit" reflects breakdown of these monies. Unassigned Fund Balance with the Actions as Approved will reduce the Unassigned Fund Balance to 1,100,00 which will be used to operate the first of 2019.

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

HR T. Gretzinger – NO REPORT

Fire Chief S. DeRosa

- We have responded to 1,835 calls this year-to-date, 55% were EMS related.
- Deputy Chief McManus is out of the town for the week
- Interviews for the 3 pending Captain positions are scheduled for next week. Candidate names will be brought to the July 24th meeting.

- The committee for the replacement engines will be leaving Sunday evening for Sutphen to conduct final inspections and the engines are scheduled to arrive in North Greece Tuesday evening, July 16th.
- The planning for the August 16th promotional ceremony is underway.
- Hose testing will be conducted on Tuesday, August 7th by First Due Services.
- Engine 277 will participate in the Hilton parade Thursday, July 12th. The van and pickup truck will also be used for the parade.
- The Chief met with AT&T yesterday to discuss the FirstNet system they have. There seem to be many issues with this system. AT&T has left behind materials on the side of station 2 from previous work on the tower. I have asked they come back and remove the rest of the materials. The concern is that the leftover materials on the side of station 2, could hold up the remaining work to be done for the tower. We may have to have Ray draw up a letter soon if these items are not removed.

Deputy Chief P. McManus – ABSENT

Commissioner J. Camiolo

- Reconciliation not completed yet.
- If anyone is interested in the AFDSNY fall conference, please let Kari know prior to the July 24th meeting.

Commissioner T. Coyle

- Andy has the PO system up; end user training just needs to be completed. Walt has met with him regarding this system. A decision needs to be made to decide when we will begin to use this system.

Commissioner M. MacKenzie

- LOSAP checks/statements were handed out last night at Dept meeting.

Commissioner L. Andreano

- Staff should consider attending the fall conference, there is a lot of good information at these conferences.
- Tina should consider attending the fall conference, much of the information would be valuable.

Deputy Treasurer II Preston

- The Governor will hopefully approve new legislation, particularly the lemon law for fire apparatus and cancer coverage for volunteers. Fall conference information has been sent out. Registration information is available.

Chairman A. DeCarlo

- There was a discussion held regarding beginning to work on the budget process. A meeting should be scheduled with the Department to discuss the new budget process with them as well. He is hopeful to begin the budgeting process on July 24th at the BOFC meeting.

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner J. Camiolo, To resolve to move to Executive session at 6:44 p.m. to discuss discipline of an employee. The Commissioners, Chiefs and HR Tina were in attendance.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes *Carried*

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner L. Andreano, To resolve to adjourn the regular meeting at 6:55 p.m.

Respectfully submitted,

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