

North Greece Fire District
Board of Fire Commissioners
Regular Meeting
01/08/2019

1. **(6:00 p.m.)** Call meeting to order and identify fire exits. Follow opening with any pertinent comments.
2. Pledge of Allegiance followed by short prayer or moment of silence.
3. Determine need and time for executive session.
 - a. Note: If decisions are made in Executive session that lead to motion(s) in open session, a general summary will be provided in the approved meeting minutes.
4. **Chairman to address public noting the following (as necessary):**
 - a. The Board will now conduct the public comment period for those who have notified the Secretary no later than 15 minutes prior to this meeting.
 - b. When the Chairman calls upon you, please stand and state your name/address and what you want the Board to consider.
 - c. As the Board conducts essential business at this meeting, a 3-minute rule on all public comments has been established. Please do not expect the Board to answer any questions at this time.
5. **PUBLIC COMMENT PERIOD (as necessary)**
6. **(6:15) p.m. SCHEDULED TOPICS**
7. Request motion to approve the 12/11/18 regular meeting minutes.
8. Request motion to approve the 12/27/18 regular meeting minutes.
9. Request the treasurer to read the monthly financial report including:
 - a. Review of expenditures exceeding 80% of budget line item
 - b. Review status of grants
 - c. Review status of open permissive referendums
10. Board of Fire commissioners shall conduct monthly review of all budget line items (YTD budget vs. YTD expense) individually addressing those line items that have overrun.
11. Request motion to approve the financial report.
12. Request motion to approve payment of vouchers paid since the last meeting numbered _____ through _____ totaling _____ as submitted for post audit on 1/8/19.
13. Request motion to approve payment of all bills submitted for review by the Treasurer and audited by the Board of Fire Commissioners on 1/8/19.
14. Request the Secretary to read important communications sent and received; all others shall be noted in the official minutes.
15. District Reports: Chairman may alternate rotation of reports.
 - a. **Secretary Kari Dutton**

- b. Treasurer Walter Bedford**
- c. HR Tina Gretzinger**
- d. Chief S. DeRosa**
- e. Department Deputy Chief P. McManus**
- f. Commissioner J. Camiolo**
- g. Commissioner A. DeCarlo**
- h. Commissioner T. Coyle**
 - i. Grants
 - ii. MCFDOA news
 - iii. Greece Fire Council news
 - iv. Steering Committee / Strategic Planning reports / media platform report
 - v. Buildings/Capital Projects committee
 - vi. Discuss RFP's that should be done this year
- i. Commissioner T. Emerson**
 - i. Bank Reconciliation
- j. Chairman M. MacKenzie**
 - i. Department updates

16. Request resolution for adjournment.

From Organizational Meeting 2019, To Be Done:

- Review Current Investment Policy
- Review Board of Fire Commissioners' Rules and Regulations
- It is recommended by our attorney that we establish working committees for 2019:
 - o Apparatus committee
 - o Alarm Committee
 - o Liaison Committee – to work with town officials
 - o Budget Committee
 - o Building Committee
 - o Capital Improvement Committee
- Name the Chief the PIO

January 12, Saturday	MCFDOA Installation Banquet, 6 p.m. social hour, dinner 7:00 p.m.
January 22, Tuesday	2 nd District Meeting (6 p.m. HQ) <ul style="list-style-type: none"> • Chief to Present Preliminary Year-End Service Award Report
February 7, Thursday	Greece Fire Council Annual Installation Meeting (6:00 p.m., NGFD Station 1)
February 12, Tuesday	1 st District Meeting (6 p.m./ HQ)
February 21, Thursday	MCFDOA Executive Meeting, Hosted by Penfield Fire Co. Station 1, 1838 Penfield Rd., Penfield 14526, 7 p.m.
February 23, Saturday	New Commissioner Training, Brighton HQ, 3100 East Ave, 8 AM-3 PM