

**NORTH GREECE FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING  
1766 Latta Road Station #2  
4/14/2020**

**PRESENT:** Chairman T. Emerson, Commissioners Alan DeCarlo, M. Beaty, M. MacKenzie, B. Rickman; Treasurer W. Bedford, Secretary Kari Dutton, Administrator T. Gretzinger, Fire Chief S. DeRosa, Atty. R. DiRaddo, Deputy Treasurer A. Hinds, Deputy Treasurer 2 K. Preston

**ABSENT:**

**PUBLIC:** The public was able to watch video of the Zoom conference and hear audio on YouTube through a link on our website.

The Chairman called the regular meeting to order at 6:00 p.m. The opening of the meeting was followed by the Pledge of Allegiance and a moment of silence for all we are going through.

---

- The chairman thanked the chief for keeping us all informed during the COVID-10 pandemic.

**MOTION BY** Commissioner M. MacKenzie, 2<sup>nd</sup> by Commissioner A. DeCarlo To approve the regular 3/10/2020 meeting minutes.

*M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried*

**Treasurer W. Bedford**

- The treasurer read the monthly financial report including the review of expenditures exceeding 80% of the budget line. Review of the status of grants and review of permissive referendums.
- Hometowne Energy and WEX were paid as trials with online bill pay through our bank as the checks are at headquarters in my office and he is working from home. The Hometowne Energy was for propane at the pavilion and the other one was WEX for the fuel for our vehicles. (unleaded fuel). You must set the vendor up in M&T then put the information in and they mail out a physical check for us. We do not believe there will be any cost involved for the district. However, it gives you a confirmation number rather than our sequential numbering system which you see on the report. This is a much more time-consuming process with the bank and Quick Books. The negative part is that you cannot attach any related invoices or documents that would normally go along with the checks. The board approved of this process.
- We also moved to paying more vendors by ACH. One of them is Benecare which will always exceed the limit for 2 signatures on a check per our SOP.
- 6 of our reserve accounts at M&T were closed during the month of March and now their balance is at \$0. They were moved to our accounts with NY Class.
- We received 100% of our tax monies requested from the towns.
- Our dividend on our NY Class accounts are at an interest rate of .7% as of 4/13. In the beginning of January, we started at 1.54%.

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner M. MacKenzie, To approve the monthly financial report as submitted by Treasurer Bedford.

*M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried*

**MOTION BY** Commissioner A. DeCarlo, 2<sup>nd</sup> by Commissioner Bill Rickman, To resolve to approve payment of voucher nos. 5600-5611, 194833221,194834128 totaling \$13,343.53 as submitted on 4/14/2020 by Treasurer Bedford for post audit.

*M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried*

**MOTION BY** Commissioner M. MacKenzie, 2<sup>nd</sup> by Commissioner A. DeCarlo, To resolve to approve payment of vouchers as listed on the appended financial report totaling \$38,956.94 as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 4/14/20.

*M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried*

**\*Added note - Secretary Dutton reviewed all bills to be paid before and after payment to confirm. The invoice package was then given to the chief to review and sign and placed in commission room in invoices to be approved folder for commissioner review.**

- A discussion was held on addressing our unassigned fund balance from 2019. Appended to these minutes is a document showing a letter from our auditor with suggested modifications to the 2020 budget based on monies not spent in 2019. Our SOP allows us to make the following motions:

**2020.8000.6.04.14**

**MOTION BY** Commissioner M. MacKenzie, 2<sup>nd</sup> by Commissioner T. Emerson, to add the following amounts to the following Reserve Accounts for a total of \$800,000;

\* \$400,00 to Reserve for Construction - offset cost of major facility repairs

\* \$400,00 to Reserve for Equipment - purchase new vehicles to replace aging vehicles

*M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried*

**2020.8000.7.04.14**

**MOTION BY** Commissioner M. MacKenzie, 2<sup>nd</sup> by Commissioner T. Emerson, to modify the 2020 budget by adding the following amounts to the listed accounts for a total of \$312,000;

*M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried*

**2020.8000.8.04.14**

**MOTION BY** Commissioner M. MacKenzie, 2<sup>nd</sup> by Commissioner T. Emerson, to modify the 2020 budget by adding the following amounts to the listed accounts add 8 New Firefighters Second Half 2020, for a total of \$506,100;

*M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried*

**Modified 2020 Budget - \$312,000**

* Capital Communications Radios	2020.75	\$150,000	151K new radios ordered 2019, pay 2020
* Equipment EMS Miscellaneous	2020.155	\$5,000	Supplies for Corona Virus etc.
* Equipment Miscellaneous Other	2020.165	\$40,000	37K extrication tools rec'd 2019, pay 2020
* Inspection Awards & Recognition	4195	\$5,000	5K for 100th Anniversary items
* SCBA Repair/Refill/Test	4210.278	\$6,000	Spent 13.5K 2019
* Waste Disposal	4215.338	\$1,000	Spent 7K 2019
* Station Maintenance Supplies	4215.342	\$3,000	Spent 15K 2019
* Utility Vehicles, Trailers, & Tractors	4220.355	\$2,000	Spent 13K 2019
* 05 E277 Crimson	4220.369	\$1,000	Spent 11K 2019
* 15 Q270 Quint/Sutphen	4220.371	\$7,000	Spent 31K 2019
* Fees - Attorney	4250.405	\$35,000	Spent 24K 2019, union contract & lawsuit
* Fire Service Awards LOSAP	4270	\$3,000	Spent 27K 2019
* District NYS Retirement ERS	8020.8021	\$6,000	3K short in 2019
* District NYS Retirement PFRS	8020.8022	\$30,000	30K short 2019
* District Medical Lieu	1010.1018	\$18,000	1 - New max claim for 2020, employee existing

**8 Additional Firefighters added Second Half 2020 - \$506,100**

* Personnel, Payroll & Liability	1000.1004	\$238,800	
* Equipment Personal Protection/PPE Misc.	2020.170	\$40,000	
* Background Investigation	4250.420	\$1,000	

* Training	4290	-	45K - 2021 - Certification Training
* Uniforms	4300	\$10,000	
* District FICA - Social Security	8010.8012	\$15,922	
* District Medicare	8010.8014	\$3,724	
* District NYS Retirement PFRS	8020.8022	\$30,000	
* District Medical General	8030.8033	\$105,666	
* District HRA/FSA	8030.8035	\$23,500	
* District Dental	8030.8040	\$7,508	
* District Vision	8030.8043	\$980	
* District Medical for Employees Physicals	8030.8047	\$4,000	
* District Insurance - Workers' Comp.	8050.8054	\$25,000	

- The board temporarily approved of trying online bill pay through M&T. You get a confirmation number but no visible check to refer to.

**Secretary K. Dutton-No Report**

Date	Sent
3/18/20	Sympathy card to Marino Cutarella family on the passing of his mother Anna Cutarella.
4/13/20	Sympathy card to Jeff Gates on the passing of his father past Hilton Chief Jim Gates
Date	Received
3/23/20	Letter from FF Union stating intent to negotiate a contract this year.

**IT/Deputy Treasurer A. Hinds-No Report**

**Fire Chief S. DeRosa**

- The Chairman thanked the Chief for keeping everyone so well informed.
- We have received the check from the village of Hilton for our old generator.
- Update on facility matters that occurred today: the plumber addressed an issue stemming from a new hot water tank. Apparently, the circulating pump did not hold out as a result of replacing the new tank. The impeller and the bearings on the circulating pump needed replacing. And, Tom Chugg was asked to contact our paving contractor to fill the growing potholes before damage is done to the apparatus. This will just be a quick fill. The problem must be addressed this year. The stone project has been completed at the Training Grounds and our foundations are secured with stone.
- We started the process for reimbursement with FEMA. This reimbursement looks promising. We will continue to track expenses for EMS equipment, supplies that are related to COVID and EMS responses. We fall into the category of essential personnel encountering the public in the governor's executive order that goes into effect at 9 o'clock tomorrow night. We have opted to move to cloth face masks. They have been donated by Joe Lissow's Mother-in-law and by Dan Dickerson's wife Lynn to outfit our staff when they do encounter the public. We do not have an adequate supply of surgical masks, or N-95's, nor does the county of Monroe. Those masks will be saved for field responses for our personnel and the cloth ones will be used for everything else. Commissioner MacKenzie gave us the permission to proceed this morning. We have supplies but are not overstocked. Masks will be coming. An example was

given of a COVID patient on Saturday that turned into a full blown 500 and there were 9 other sick people in the home. We must protect ourselves by protecting them.

- The Tahoe we had advertised was sold to a fire department in Pennsylvania for \$15,500. The paperwork will be started the first part of next week. The Tahoe we had ordered back in October for the Chief should be delivered to the fire district by the middle of next week. The treasurer will start the paperwork and insurance for that, and we will get it out to EBI to get it outfitted as we had discussed in 2019. The chief's vehicle will be going to fire safety and the 2011 fire safety vehicle will be made surplus and sold. We should be able to register the vehicle online.
- We were the recipient of a grant in the amount of \$5,000 from PERMA to buy decontamination equipment as part of the initiative across the state. The board agreed to accept the \$5,000 to put toward the purchase of a commercial washing machine and continue to build the gear dryer racks in the other two fire stations. The Chief will send a letter saying we would gladly accept the grant for the \$5,000 for a washing machine for firefighter gear. This may end up at station 3. Tom Chugg is building a prototype for us at station 2 right now.
- Commissioner Emerson thanked BC Battaglia for overseeing this process to this point.

### **Administrator T. Gretzinger**

- Penflex, our LOSAP administrator, recommends that we send the recipients of payouts their checks directly rather than receiving them at the July department meeting. The Department President Greg Laskowski and Chief DeRosa agreed to that; they should get their checks considerably earlier than they have in the past. (sometime in May). The volunteers will be notified by email of this change. Member annual statements will not be able to be printed and sent until they are back in offices.
- Volunteer physicals were scheduled for May 16th. There is the possibility that these will be postponed. Our medical provider will keep us informed.
- The 207 conference on May 11<sup>th</sup> has been cancelled.

### **Commissioner M. Beaty**

- We will get started on the asphalt and the rest of the projects very soon.
- Overhead door at station 2: Before we repair the outdated opener, we should look into a new door system. The Chief is waiting for a price to come back from Alliance Door to replace it with a unit with 2 remotes. we should look into minimizing our expenditure and get one with a warranty.

### **Commissioner A. DeCarlo-No Report**

### **Commissioner M. MacKenzie -No Report**

### **Deputy Treasurer 2 K. Preston**

- AFDSNY update: Monroe County folks have been kept well informed as we have gone through this pandemic. The need to continue to educate the members of our association has been recognized:
  - Saturdays at 9 o'clock there is a webinar open to all called "Coffee with Commissioners". Over 350 people are participating at each one of those events. Topics include: LOSAP, financial, and legislative issues. All were encouraged to participate.
  - They are also hosting secretary and treasurer training and webinars. Registration is free and on the state website. Because the annual meeting was cancelled, any monies that were spent by districts has been refunded.
  - Most of the program including the annual election of officers has been moved to our October event at Niagara Falls.

- The state chiefs are waiting until May 8<sup>th</sup> to make a final decision on their event this year in June. FASNY, whose event is in August, has already opted to cancel the event because it was in Westchester County and they are looking for a new location.
- The governor has signed the budget and tied in with the budget were some of the amendments to the bills of interest including the cancer bill.

### **Atty Ray DiRaddo**

- Four things transpired that were in the budget: The budget itself, the heart and safety bill, the heart and lung bill (extended the time frame for its application), and they have extended the blue light bill.
- The Cancer bill was explained. The 2 big changes:
  - Prior to the commencement of their duties as an interior firefighter, the volunteer firefighter was to have successfully completed a physical exam which failed to reveal any evidence of cancer. That has been changed, now it says the volunteer has 5 or more years of actual interior service, and after that five years, has to successfully pass a physical exam which fails to reveal any evidence of cancer.
  - The FIT had to at least comply with the federal regulation as well as the applicable NFPA regulation, but they also added provision that the office of fire prevention and control, for any firefighter that served prior to January 1, 2020. The office of fire prevention and control will be establishing some rules and regulations which will allow them to bring in for consideration: training and certification records, health records, provider records (it doesn't really say whose provider which is good), internal firefighter department records (I would assume that means district records also) or any combination that the office of fire prevention and control wants to do. It looks like this budget law expanded the ability for a firefighter to meet the criteria for the cancer bill. Let everyone understand that at Tom's request I did pull this and looked at it. The past form was referenced (EOSB 210.5) that was filed with Homeland Security Services about the firefighter which outlines some eligibility requirements. He feels that this legislation will change this form.
  - The Governor put forth something called Matilda's law which is not a law. It is merely a request for guidance, because if it were the law it would be severe. It is just a guidance feature dealing with people over 70 who are compromised with various problems and how you should address them. The office for the aging makes it clear that it is not a law. People can opt in or out of it if they wish.

### **Commissioner B. Rickman-No Report**

### **Chairman T. Emerson**

- IT A. Hinds was asked if he had any updates on the media platform report? He, along with Kari Dutton and Karie O'Gara sat down and talked about this approximately 2 months ago, and are trying to formalize how we use social media, what we are trying to accomplish, and then what metrics we can use to gauge whether we're being successful with it. There has been no further action on his part. Karie O'Gara is posting updates but there is no way to report on the metrics of it currently.
- New business: a motion was put on the table to add a public referendum to the December 10, 2020 district election to increase the service awards annual benefit from \$700 to \$1250 annually. Talking to other people we are among one of the few that have not increased it. I think that there is feeling that the volunteers do not do much. According to the chief's running rules volunteers really cannot do a lot, but they do respond to station 1. They do sign in. They are available. They don't leave until the call is terminated.

**MOTION BY** Commissioner T. Emerson, 2<sup>nd</sup> by Commissioner M. Beaty, To add a public referendum to the December 10, 2020 district election to increase the service awards annual benefit from \$700 to \$1,250 annually.

*M. Beaty-, A. DeCarlo-no, T. Emerson -, M. MacKenzie – no, W. Rickman - yes Not Carried  
The secretary failed to call for a vote from Commissioners Beaty and Emerson*

**MOTION BY** Commissioner T. Emerson, 2<sup>nd</sup> by Commissioner M. MacKenzie To resolve to adjourn the regular meeting at 6:58 p.m.

*M. Beaty-yes, A. DeCarlo-yes, T. Emerson -yes, M. MacKenzie – yes, W. Rickman - yes Carried*

*The April 28<sup>th</sup> meeting will also be held online. Notification will be made to the public.*

Respectfully submitted,

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