

ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
April 16, 2015

Members Present:

Francis J. Pandich, Jr., Chairman
George M. Bush, Secretary
Ronald Materese
Carlton Anderson

Others Present:

Jeffrey Winchell, Chief
Joseph Shoemaker, Asst. Chief
Kevin Leniek, Asst, Chief
Brent Soden, Lieutenant
Anthony Fiacco, Treasurer
Alice Fiacco, Administrative Assistant

Chairman Pandich called the meeting to order at 6:00 pm.

Motion by Member Bush, second by Member Anderson to approve the minutes of the March 19, meeting and March 31, 2015, special meeting. All aye; motion carried.

Treasurer's Report: Motion by Member Bush, second by Member Anderson to accept the Treasurer's Report. All aye; motion carried.

Hearing of Visitors: None.

Unfinished Business:

1. LOSAP/Life insurance: A survey went out to all members requesting comments on LOSAP and Life Insurance programs and only three were returned. It appears that there is no interest in either of these programs. Motion by Member Bush, second by Member Materese to remove this from the agenda and move all funds from Life Insurance line (040) to the contingency line (029). All aye; motion carried.
2. Bathroom remodeling: Bidders had several questions on the remodeling. As a result the date to receive bids was changed to May 2, to give Watson Engineering time to answer all questions and make any changes and communicate this to bidders.
3. Fire protection districts: The proposal for Westover was sent to the Town of Union Board on March 27, 2015. To date we have not heard anything regarding this. We have asked to come in to discuss this with Town Board members and are waiting to hear from them. We still need to put together a proposal for the East Maine Fire Protection District.
4. Endicott water: Nothing to report.
5. Painting: Now that the weather has improved we will get some quotes on this.
6. Floor study: We will request a quote from Watson Engineering to oversee this project.
7. Grant status: Once the state budget was approved all of the money for the grants was supposed to be released but to date we have not received anything on this.
8. St #3 roof repairs: CFE advised they will be doing this soon.
9. Uniform closet: This is almost done.
11. Vines: We will talk to the homeowner on Doyleson about this.
12. Tablets: We have a state bid price from Hewlett Packard of \$652/each for an HP elite pad. Member Pandich will use his own tablet, so we need to order seven. Motion by Member Anderson, second by Member Bush to purchase seven tablets. All aye; motion carried.
13. Siren timers: We found the instructions for these.

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14. Part-time position: The job has been posted on the NYS job bank and we have received a couple resumes.
15. Energy Supplier: Member Anderson did some checking into energy rates. He feels the one from Energy Cooperative of America, Inc. is the best for gas. Currently the rate we get from NYSEG for electricity is very good. Motion by Member Anderson, second by Member Bush to switch to Cooperative of America, Inc. to be the gas supplier for the Fire District. All aye; motion carried.
16. We need to add coverage for the company treasurer on the fire district policy. To insure him for \$200,000 the cost is \$44 per year. Motion by Member Bush, second by Member Materese to add coverage. All aye; motion carried.
17. Discussion of new law allowing the fire district to cover volunteers who may stop to help out at an emergency prior to the arrival of an officer at the scene. Motion by Member Materese, second by Member Anderson to approve the resolution extending coverage for members who assist at incidents outside the Endwell Fire District, prior to arrival of an incident officer. All aye; motion carried.
18. Consultant: We met with Leslie Adams of Public Safety Solutions on March 30. We are awaiting his proposal to do a study for the fire district.
19. One of the Jeeps for sale has sold, we are advertising to sell the other three Jeeps.
20. Some people have experienced problems with our wireless network, so tech from Pyramid Business Systems was in and rebooted the router and it seems to be better. If we continue to have problems, we will have them come back to look at it.
21. Background check for sex offenders has created some issues for fire companies and districts. We should check with our attorney or see if there is a sample policy available to deal with this. You cannot just ban everyone who has a conviction, it has to be done on a case-by-case basis.

New Business:

1. Motion by Member Bush, second by Member Anderson to approve the bills and supplement:
Bond Fund wire to Pierce Manufacturing to order engine and rescue- \$1,307,236.00
Vouchers #04-001 to 04-078 totaling \$54,877.19
Supplement: Vouchers #05-001 to 05-017 totaling \$14,869.11
Bond fund payment to Fiscal Advisors - \$8,800.00
All aye; motion carried.
2. Motion by Member Bush, second by Member Materese to approve petty cash report and reimburse the fund \$154.17. All aye; motion carried.
3. Motion by Member Bush, second by Member Anderson to approve the line transfers submitted. All aye; motion carried.
4. Building report:
 - a) Motion by Member Bush, second by Member Anderson to approve maintenance agreement with Cummins Northeast for generators at station 2 and 3 and generator on the tower at a cost of \$2140.33. All aye; motion carried.
 - b) Received quote from Paul Spisak to repair the community room bathroom partitions for \$1900. Motion by Member Bush, second by Member Anderson to have Paul Spisak do the repairs and to authorize the treasurer to pay him half of the cost now (\$950) and the remainder upon completion. All aye; motion carried.
 - c) The hinges on the northeast door are coming out of the frame and need to be replaced. The cost of the hinges is \$140 (payment to be made upon delivery) and Paul Spisak will install them. Motion by Member Bush, second by Member Anderson to authorize the Treasurer to issue a check to Williams Door to purchase the hinges and for Paul Spisak to install them. All aye; motion carried.
 - d) AC Spear has finally replaced the light that was out on the west side of the building. The light was covered by warranty but the labor to replace was not, however due to the time it took to replace the light, AC Spear waived the charge and installed the light for free. A letter of thanks will go to them for this.

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- e) The Broome County Kiwanis used the community room for their pancake breakfast and jammed the garbage disposal. The repair tech found spoons jammed in the disposal. The cost to repair was \$175.50 and the Kiwanis reimbursed us for the repair. A thank you letter will be sent to them.
5. Community room:
4/22/15 Broome County Council of Churches, senior luncheon No charge \$200 security dep.
5/1/15 M-E Winterguard, fundraiser No charge \$200 security dep.
Motion by Member Bush, second by Member Materese to approve these two events. All aye; motion carried.
- Also request permission to hold a press conference with media and fire service leaders from around the county on the apparatus floor on April 22, to promote the Volunteer Firefighter Recruitment Day on April 25. Motion by Member Bush, second by Member Materese to approve this. All aye; motion carried.
6. Chief's Report:
a) We are waiting for paperwork from HGAC for the new engine and rescue.
b) We have not received any word from Tyler about returning our thermal imaging camera. We will refer this to our attorney for his action.
c) Motion by Member Bush, second by Member Materese to permit Gil Martino to attend classes at the State Fire Academy. All aye; motion carried.
d) SOGs - The Chief sent out several SOGs but Board members did not have time to review them. Hold for action next month.
e) We have a person who is a professional photographer just joined the fire department. She is interested in being a photographer for the fire department. We would like to purchase a camera and accessories for her to use for department photos. Motion by Member Bush, second by Member Materese to approve purchase of a new camera and accessories for not-to-exceed \$1,200. All aye; motion carried.
f) Discussion of buying protective pants for brush fires, to wear with the shirts we purchased last year. We need to get prices on these so we can discuss it.
g) Discussion of the PPD (TB test done with our physicals). The incidence of TB is very low in our area however we have been doing these with each physical. It's often an inconvenience to our members as they have to return in a very short window of time to have the tests checked. Should we make them optional? Perhaps new members should have them and then only have them after a certain age as TB often appears at an older age, say 50 or 55.
h) Recommendation at a legal class that Standard Operating Guidelines (SOGS) now be called "Best Practices Guidelines". Motion by Member Bush, second by Member Materese to change the name of our SOGs to "Best Practices Guidelines". All aye; motion carried.
7. Motion by Member Materese, second by Member Anderson to accept the Support Services Report. All aye; motion carried.
8. Motion by Member Anderson, second by Member Bush to accept the Maintenance Division Report. All aye; motion carried.
9. Motion by Member Bush, second by Member Anderson to accept the Training Division Report. All aye; motion carried.
10. We received bids for a sale of bonds on May 4, 2015. Roosevelt & Cross was the successful bidder with a net rate of 2.77% on the bonds. We received an electronic wire for the bond funds today and tomorrow the Bond Anticipation Notes are due, so this will be wired out tomorrow to pay these. Fiscal Advisors will continue oversight of these as required.
11. Discussion of web page. We now have two Facebook pages, one is a public page, the other will be used for members only to share information.
12. Motion by Member Bush, second by Member Materese to accept the resignation of Anthony Fiacco as chair of the Ethics Committee. All aye; motion carried. We will start looking for someone to replace him on this committee.
13. Motion by Member Bush, second by Member Materese to accept the policy on Defensive Driver classes. All aye; motion carried.

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14. Question on whether fire company officers are covered by our policy. We will check with our insurance agent.
15. At a recent conference, it was advised that a list of all fire company events should be submitted to the Board of Fire Commissioners for approval, in particular any fundraisers.
- a) Motion by Member Materese, second by Member Anderson to approve the fire company's participation in the bowling tournament to be held in April and May, 2015 at Midway Lanes. All aye; motion carried.
- b) Motion by Member Bush, second by Member Materese to approve the following fire company events:
- Ice cream social
 - Pancake Breakfast
 - Bowling Tournament
 - Memorial Service
 - July 4th Chicken Bbq
 - Recruitment day open house
 - Family picnic
 - Super bowl party
 - Dinner dance
- All aye; motion carried.
18. We have checked with our insurance company - VFBL does not cover the auxiliary members, but the health & sickness policy will cover them if they are injured at some kind of fire district or company function.
19. Discussion of new refrigerator in the community room, we need to get more information on this.

Motion by Member Materese, second by Member Bush to adjourn at 7:15 pm.

Respectfully Submitted,

George M. Bush
Secretary

GMB/af