

ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
August 17, 2017

Members:

Francis J. Pandich, Chairman
Ronald Materese
Andy Anderson
Mickey Bush

Others present:

Joseph Shoemaker, Chief
Tom Palazzo, Asst. Chief
Mike Battaglini, Asst. Chief
Anthony Fiacco, Treasurer
Erika Pereira, Administrative Assistant

Chairman Pandich called the meeting to order at 6:02 pm.

Motion by Member Bush, second by Member Anderson to approve the minutes of the July 20, board meeting, August 1, and August 2, 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: Mike Major from Lakeside Engineering stopped in to talk a little about the company he is currently working for, Lakeside Engineering. Lakeside Engineering is a professional engineering consulting firm licensed to provide services in New York, Pennsylvania, and New Jersey.

Lugi DiRusso spoke about the company he works for, AVRE. AVRE is a private, non-profit organization that serves people with sustained and severe vision loss. They manufacture high quality manila file folders, copy paper and pressboard folders - all in Downtown Binghamton, NY. The products are sold in the commercial and government markets, both locally and across the country.

UNFINISHED BUSINESS:

1. Bathroom remodeling: Construction is still underway on the bathroom. There is some additional work that was brought up by Jim Orlando with Bionco Builders for the mop room, hallway and fitness room and men's shower. The mop room will be finished with a new ceiling, walls painted and new flooring. The hallway to the steps will also be finished with new vinyl flooring and change out the old lighting and put in LED lights. The men's shower will have baseboard heat installed. The fitness room will have the existing pipes removed and patch walls. The "Grant Disbursement Agreement" paperwork has been sent back to DASNY. Motion by Member Battaglini, second by Member Bush to add the above work to the project. All aye; motion carried.
2. Display Case for Community Room: Waiting on Paul Spisak, Jr. to provide a quote. No action at this time.
3. Station 3 – Renovate or New Build: After much discussion at the August 2, special meeting the Board would like to proceed with constructing a new station. They will be meeting again on August 30, at 8:00 am with Craig Wademan from Delta Engineering to discuss the plans for the design of Station 3. The Board would like as many officers to attend the August 30, meeting so they can have input on what should be at the station. The current plan is to now have two apparatus bays, radio room to include small office area, day room, his and her bathroom with shower, kitchenette; storage room with a work area, mechanical room. The bay area is to have vehicle exhaust system. The Board is maybe looking for some additional storage above the office spaces. They would like the new station to stay at the same location as the current station but maybe push it closer to the road. They would like the radio room and kitchen over by the Chrysler Road side if possible.
4. Back parking lot: Member Battaglini heard back from Lane Paving and they would be back out to take a look at the parking lot. Member Battaglini is going to follow up with Lane Paving to schedule to the meet.
5. Station 1 Front Area Sign: Member Bush will talk with Delta to get copies of the plans made up so he can send them to vendors to get price quotes.

6. **Station 1 Generator:** We are currently waiting on proposal from T&B Electric for replacement of the generator. Member Bush is going to reach out to Tim Allen to check on the status. Member Anderson is going to reach out to A.C. Spear to also provide a quote and see if they could check the generator to see how many amps the current generator uses.
7. **Bay 4 Garage Door:** The bay door at Station 1 is currently working with no problems.
8. **Red Tagging of Range:** The range is still red tagged. B & B Welding will remove the shelf on the range. Once that has been completed we will contact AAA-ABC Fire Extinguishers to re-inspect.
9. **Pyramid Business Systems – Server:** After the August 1 special meeting the Board has agreed to go with the three year license of Sophos Advanced Ransomware once our Symantec A/V expires in March 2018. Price for the 3 Year License is a total of \$3,163.00. The Board would also like to go with the new backup and disaster recovery system for a grand total of \$3,210.00. Motion by Member Anderson, second by Member Bush to purchase the new backup and disaster recovery system and 3 year license of Sophos. All aye; motion carried.
10. **Copier:** The Board would like to get the copier installed even though the heating unit has not been removed. We can place it where the old copier is at right now if it fits or we can place it between the heating unit and the table in the Board room and once they remove the unit we can move it over.
11. **Station 1 Apparatus Floor:** Member Anderson is going to reach out to Joel Florczyk with Nuflorz and see if we can get someone out to test the flooring. Member Anderson will also look at getting a new brush to clean the floor with.
12. **Firefighter participation form:** We are currently waiting to hear back from Broome County to see if the changes we had proposed are acceptable.
13. **Hydrant Usage:** Member Pandich will try and reach out to Ted Warner the Secretary/ Chairman for the Water Board to see if we can get a response for using the hydrants located at Davis Street and Argonne Street and on Struble Road near the ball field.

NEW BUSINESS:

1. **Motion by Member Bush, second by Member Anderson to pay bills:**
 - Vouchers #08-001 to 08-065 totaling \$31,135.97
 - Supplemental Payment List: Vouchers 09-001 to 09-003 totaling \$372.50All aye; motion carried.
2. **Motion by Member Bush, second by Member Anderson to approve the line transfers submitted.** All aye, motion carried.
3. **Building Report:**
 - **Bird Problem:** Dale Stockton from Wildlife Consulting Services of the Southern Tier came out took a look at the outside of the building and will provide a quote for services. Member Anderson would also like Southern Tier Pest Control to come out and take a look.
 - **Hot Water Heater at Station 1:** The new hot water heater was installed on August 9, 2017, by Evans Plumbing.
 - **Bay Door at Station 3:** The Bay Door at Station 3 however is not working now. Gates Garage Door Opener was out and the opener needed to be replaced. The opener was ordered and should be installed on August 25.
 - **Station 1 older heating/cooling units:** Would like Petcosky to come in and provide a quote for a new unit in

the officer's room and in the community kitchen. Waiting on a price quote from Bionco/Leto Plumbing for removal of the units.

4. Motion by Member Bush, second by Member Anderson to approve the following events in the community room:

Date	Times	Requested by	Use	Cost	Comments
8-18-2017	4:00 pm – 9:00 pm	Samantha Solo	Fundraiser for the Southern Tier Aids Program	No Fees	
9-27-2017	5:00 pm – 10:00 pm	Broome County District Attorney Office	Seminar: Safeguarding your Nonprofit Organization against fraud	No Fees	

5. Chiefs Report: Chief requested permission to have a team participate in the Five Mile Point Firefighter games.

Chief also requested permission to participate at an event at United with Christ Church on Robinson Hill Road on August 30, from 6:30 pm to 8:30 pm. He would like to send a truck.

Motion by Member Anderson, second by Member Materese to accept the Chief's Report. All aye; motion carried.

6. Support Services Report: Motion by Member Anderson, second by Member Materese to approve the Support Services Report. All aye; motion carried.

7. Maintenance Division Report: Motion by Member Bush, second by Member Materese to accept the Maintenance Division Report. All aye; motion carried.

8. Training Division Report: Motion by Member Bush, second by Member Materese to accept the Training Division Report. All aye; motion carried.

9. Company Report: Motion by Member Bush, second by Member Materese to accept the Company Report. All aye; motion carried.

10. Donations: We received more donations in the memory of John Mehal totaling \$450.00. To date we have received \$1,820 in memory of John Mehal. Motion by Member Bush, second by Member Anderson to place the donations received in the account for the new message board sign (D40). All aye; motion carried.

11. Captain Robert Congdon requested permission for the Maine Endwell Central School District Art Club to paint a mural in the workout room at Station 1. The club is looking for new projects to complete in the new school year. The Board would approve the final design of the mural. Member Anderson and Captain Congdon will work together to get the mural started. Motion by Member Bush, second by Member Materese to have the Art Club paint a mural in the workout room at Station 1. All aye; motion carried.

12. Motion by Member Bush, second by Member Anderson to approve flu shots for members and spouses. All aye; motion carried.

13. The Night Shift provided a proposal to provide cleaning services at all three stations. Monthly prices

- Station #1 - 5 Days per Week - \$1,326.00 per month
- Station #2 – 1 Day per Week - \$159.12 per month
- Station #3 – 1 Day per Week - \$159.12 per month
- Extraneous General Cleaning not included in scope billed at \$24.48 per hour.

However, they do not provide weeding or snow removal, cannot perform maintenance on compressors or any handyman duties.

It was thought the best idea is to have Rob Brady continue janitorial services until the end of the year and post a job listing for a janitor. Member Pandich was going to check with Work Force to see about a job listing and work on creating a job description for the position. Motion by Bush, second by Member Anderson to have Rob Brady hired until the end of the year to provide janitorial service and to post a job listing. All aye; motion carried.

14. Motion by Member Bush, second by Member Anderson to have Mondorf & Fenwick PLLC do the annual audit for a cost of \$6,650.00. All aye; motion carried.
15. We will have budget planning meeting on Thursday, August 24, at 7:00 pm.
16. It was brought up that there was some old alarm wiring hanging in some areas and the Board would like to proceed with more removal of the wiring since the money is in the budget. Member Anderson will contact National Cable to have them continue with removal.

Motion by Member Anderson, second by Member Materese to adjourn meeting at 7:30 pm. All aye; motion carried.

Respectfully Submitted,



George M. Bush
GMB/ep