

ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
September 21, 2017

Members:

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

Others present:

Joseph Shoemaker, Chief
Tom Palazzo, Asst. Chief
Mike Battaglini, Asst. Chief
Kevin Leniek, Asst. Chief
Rob Brady
Rob Holmes
Jerry Stout
Anthony Fiacco, Treasurer
Erika Pereira, Administrative Assistant

Chairman Pandich called the meeting to order at 6:13 pm.

Motion by Member Bush, second by Member Battaglini to approve the minutes of the August 17 board meeting, August 24, 2017 and August 30, 2017 special meetings. All aye; motion carried.

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

HEARING OF VISITORS: Lieutenant Matt Grafton and Cheryl Grafton gave a brief update on the Truck or Treat Halloween event to be held on Tuesday, October 31, from 6:00 pm – 8:30 pm.

- They are working on purchasing candy and decorations for the event. They would like to place a candy donation box outside the district office so that members can dropped off any candy they would to donate.
- They would like to purchase a candy bag that would have the department and company logo on the back of the bag.
- They thought the Board may want to look into purchasing a DJ in a box so it could be used at any future events.

Cheryl thanked the Board for allowing the auxiliary members to use the officers' polo shirts for the 9-11 memorial service as they were nicer than just wearing a t-shirt. Cheryl had handed out 7 shirts.

Captain Robert Congdon spoke to several officers and firefighter in the department and would like to design a long sleeve work shirt. He would like the members to be able to purchase the shirts using their incentive points. He is currently working with a vendor and they price quoted to be \$38.68 which includes the embroidered left chest and American flag and an embroidered name. There is an additional \$2 for 2XL, \$3 for 3XL.

Rob Holmes spoke on Station 3. He stated that the members have been discussing Station 3 and they would like to voice their opinions on it. He stated that some would like to see the construction of Station 3 pushed off until there is some money saved up for it so we do not have to have a large tax increase on the residents of the district. He thought maybe put some work into the Station for now. For Structure looking for 2 bays with extra height over the trucks, radio room, separate gear room with work area, maybe ductless AC unit wall mounted. Exterior of the building: would like the lot leveled for easier truck movement, proper drainage around the building, catch base, fence in area for training along with a privacy fencing.

UNFINISHED BUSINESS:

1. Bathroom remodeling: Construction is still underway on the bathroom. Jim Orlando was told by Crossville, the manufacture, that they do not recommend using the laminam as a floor tile. Crossville told him that the thickest of the tile they have would not hold up to the constant wear and tear of being used as a floor tile. A new choice for the flooring in the showers was picked out. Laminam Noce - L2049 as the walls and the 12x12 Basalt Silica tiles as the floors in the common area and Laminam Avorio - L2048 as the walls and the 3x3 Sandbox tiles as the floors in the shower area. Now we have to wait for the tile to come in so work can continue.
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: Craig Wademan, Senior Project Architect with Delta Engineers, Architects, & Land Surveyors, DPC submitted their Pre-Design Programming Proposal for Station 3. The Board feels it is not ready to sign the proposal at the moment. They would like the officers to read the proposal and give their opinion on the matter.

Willow has not returned Member Materese phone call therefore the Board will proceed without the purchase of the land.

Member Bush looked into financing for a metal building and you can only finance for 20 years.
4. Back parking lot: Member Battaglini is going to work on getting price quotes to crack seal and pavement markings.
5. Station 1 Front Area Sign: The Board has decided not to go with the Delta Engineering original plans. They are thinking they should keep the design as is and just put two watchfire boards in and place the O.L. Davis sign on the bottom. The Board would like to look into to see if this is even possible.
6. Station 1 Generator: T&B Electric provided and proposal for replacement of the generator. They quoted a price of \$64,500 to install a new 400 amp generator. A.C. Spear was out to take a look at the generator and will be putting a quote together for replacement. If the Board decides to proceed with the replacement of the generator a formal bid will have to be done if the purchase is over \$20,000 per our procurement policy.
7. Red Tagging of Range: R & B Welding removed the shelf on the range. AAA-ABC Fire Extinguishers re-inspected and placed a green tag on the range.
8. Copier: Chief Shoemaker would like to have the Captains and Lieutenants have access to the Board Room so they may use the copier when needed. Motion by Member Bush, second by Member Battaglini to give access to the Board Room to the Captains and Lieutenants in order to use the copier as needed. All aye; motion carried.
9. Station 1 Apparatus Floor: Member Anderson met with Gardner Perry with Dur-A-Flex came out to perform a Coefficient of Friction test on the floor. The floor met the OSHA recommendation as well as the ADA recommendations. He provided a cleaning guideline for the floor. Member Anderson would like the department to follow these guidelines in cleaning the floor and see if that does not help.
10. Firefighter Participation Form: We received word that the Broom County Attorney's office approved our language for a revised form. The form will be sent out in the near future for us to sign and return.
11. Alarm Wiring Removal: Member Anderson contacted National Cable to have them continue with removal. They will hopefully begin sometime next month.
12. Hydrant Usage: Member Pandich has not made any action at the moment. He 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 some hydrants.
13. New Ductless Heating & Cooling Unit: Rich VanVorce from Petcosky Sons provide a quote for installing a new ductless unit in the Assistant Officer's room and community room kitchen for a cost of \$12,187.00. The Board would like to see how much more it would cost to add a new unit in the Chief's office.
14. Janitor Job Posting: Rob Brady has been hired until the end of the year and it will be reevaluated at that time.
15. 2017 Budget: Members reviewed the budget that was put together at the work session. Motion by Member Bush, second by Member Materese to approve a budget of \$1,216,759.00 with \$1,186,259.00 to be raised by taxes. All aye; motion carried.
16. ME Central District Art Club Mural: ME Art Teacher received approval from the school district to complete the project. Captain Robert Congdon will be meeting with Art Club to go over the project. The walls that will be painted

will need to have a white primer put on them so the project can be completed. The middle outlet and towel dispenser on the wall be removed for the project.

NEW BUSINESS:

1. Motion by Member Battaglini, second by Member Bush to pay bills:
 - Vouchers #09-001 to 09-061 totaling \$80,183.27
 - Supplemental Payment List: Vouchers 10-001 to 10-004 totaling \$557.25
All aye; motion carried.

2. Motion by Member Bush, second by Member Battaglini to approve the line transfers submitted. All aye, motion carried.

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

Date	Times	Requested by	Use	Cost	Comments
10-01-2017	All Day	RJ Beck	Birthday Party	\$200 Security Deposit	Member
10-14-2017	All Day	Robert Mills	Birthday Party	\$200 Security Deposit	Member
10-15-2017	All Day	Danielle Conner	Baby Shower	\$200 Security Deposit \$200 Room Fee \$100 Kitchen	
10-21-2017	4:00pm – 10:00 pm	Andrea Palmeri	Halloween Party	\$200 Security Deposit \$200 Room Fee	
10-28-2017	All Day	Bill Demo	Birthday Party	\$200 Security Deposit	Member
11-19-2017	1:00 pm – 10:00 pm	John Hussar	ME High School Girls Swimming & Diving Banquet	\$200 Security Deposit	

4. Chiefs Report: Chief requested permission to help assist Maine-Endwell School District with the Homecoming Day Parade on Saturday September 30, 2017. He would like to assist with Fire Police and Vehicles. Motion by Member Anderson, second by Member Bush to assist Maine-Endwell School District. All aye; motion carried.

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

5. Support Services Report: Motion by Member Battaglini, second by Member Bush to approve the Support Services Report. All aye; motion carried.

6. Maintenance Division Report: Motion by Member Anderson, second by Member Battaglini to accept the Maintenance Division Report. All aye; motion carried.

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

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

9. Donations: Motion by Member Bush, second by Member Anderson to place the donations received from BC Stitches, Barbara Putrino and Patricia Mackey in the account for the new message board sign (D40). All aye; motion carried.

10. Motion by Materese, second Member Bush to hold the annual budget hearing on Tuesday, October 17, 2017 at 6:00 pm and to change the date of the monthly meeting to October 17, with work session at 5:30 pm and meeting at 6:00 pm. All aye; motion carried.

11. Pest Control: We received a price quote from Southern Tier Pest Control in the amount of \$400.00 and Wildlife Consulting Services in the amount of \$500.00 to seal the current entrances to prevent birds from nesting. Motion member Battaglini, second by Member Anderson to use Southern Tier Pest Control. All aye; motion carried.

12. NY Paid Family Leave Legislation: The Board must consider if they want to opt in to the NY Paid Family Leave Program

or opt out. The program takes effect in 2018 but payroll deductions have started already. The District would have to purchase disability insurance which would be additional expense to the budget. A brief discussion was had on the matter and was thought best to continue at another meeting.

13. Permission to design a new work shirt option: Motion by Member Battaglini, second by Member Anderson to approve the design of a new work shirt option. All aye; motion carried.
14. New Preparer for NEW York STATE AUD year-end report: Tony Fiacco, Treasurer, received a call from Johnson, Lauder, and Savidge recently advising him that they will not be doing our report any longer. Jerry Bignoli who was our preparer retired and they did not want to continue to do the report. Tony reached out to Jerry Bignoli to see if he would like to continue doing the report and he agreed. He would be paid \$2,000 which is what we paid last year to JLS for the report. Motion by Member Bush, second by Member Battaglini to continue to have Jerry Bignoli prepare our New York State AUD year-end report. All aye; motion carried.
15. Permission to design and build bailout window simulator: Captain Robert Congdon would like to see a bailout window simulator build within the Endwell Fire District. The Board thought it would be a good idea to have one built in the maze room by the front of the building and look into Mike Major with Lakeside Engineering, engineering the design of the bailout window. The Board would like to see a price and design for the simulator.
16. Parking at Station 2: It was brought up that people are parking in front of Station 2 again. It was thought that it would be a good idea to have lines drawn and some type of signage that says fire department parking only.
17. Ladder of Station: Captain Brent Soden would like to see some type of Ladder training built as well as a roof simulator. He would like to be able to train locally without having to go outside of the district. The Board would like to see a price and design for these request.

Motion by Member Anderson, second by Member Materese to adjourn meeting at 7:39 pm. All aye; motion carried.

Respectfully Submitted,



George M. Bush
GMB/ep