

ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
April 19, 2018

Members:

Francis J. Pandich, Chairman
Carlton "Andy" Anderson
Ron Materese
Donald Battaglini

Others present:

Tom Palazzo, Chief
Mike Battaglini, Asst. Chief
Brent Soden, Asst. Chief
Erika Pereira, Administrative Assistant
Alison P. Senft, Deputy Treasurer
Rob Brady, Company President
Robert Congdon, Captain
Jake Polovchak, Lieutenant
Nate Leonard, Lieutenant
Jerry Stout
Jillian Stout

Member George "Mickey" Bush was tending to his wife after her surgery.

Chairman Pandich called the meeting to order at 6:12 pm.

Motion by Member Battaglini, second by Member Anderson to approve the minutes of the March 15, 2018 meeting. All aye; motion carried.

TREASURER'S REPORT: Member Materese had a question regarding the amount that was in the Capital Reserve account. Deputy Treasurer, Alison Senft, pulled up the records for the account and address the amount and Member Materese was ok with the answer. Motion by Member Battaglini, second by Member Anderson to accept the Treasurer's Report. All aye; motion carried.

HEARING OF VISITORS: John Hussar provide a presentation on creating a Drone 31 program budget and necessary requirements to operate a drone.

UNFINISHED BUSINESS:

1. Bathroom remodeling: A bench will be purchased to put in the community area so members can place their belongings down on and sit to change. Also there will be some towels purchased in case of emergencies. We are still waiting for reimbursement from the DASNY Grant.
2. Display Case for Community Room: There were only two bids received for the display cases.
Compton Evan Cabinet Works - \$15,382.80
Marchuska Brothers Construction, LLC - \$29,500.00
Motion by Member Materese, second by Member Battaglini to accept Compton Evan Cabinet Works bid in the amount of \$15,382.80. All aye; motion carried.
3. Station 1 Front Area Sign: Our attorney, Oliver Blaise, with Coughlin & Gerhart, LLP is still working with the Town of Union to rewrite the current zoning law. If all goes well, the Town Board will hold its public hearings and vote on the new sign regulations by late spring or early summer and then we can proceed with buying the sign and putting it up late summer.
4. Station 1 Generator: Delta Engineering provided a proposal to provide professional engineering services for the generator replacement and parking lot paving. The fee for their services would not exceed \$38,135. There was a brief discussion about not needing to mill and pave after the excavation has been completed but instead crack seal the parking lot. Member Anderson will reach out to Delta and make them aware of the change and see what the price would be.

5. Hydrant Usage: There was a brief discussion on who the contact would be for the Water Department and all communication will go through the Chief. Chief Palazzo is trying to schedule a meeting with Jeff Strauss to talk about policies and procedures for the hydrants in the area.
6. New Ductless Heating & Cooling Unit: Currently waiting for Evan’s Plumbing to set a date.
7. ME Central District Art Club Mural: Mural has been completed. Member Pandich would like to send a certificate of appreciation to the Art Club.
8. Bailout window simulator: Chief Palazzo and Assistant Chief Battaglini meet with Mike Major and a certified welder and went over the plans for the bail-out window. Construction of the window should begin pretty soon.
9. Roof Simulator: The placement of the roof simulator will now be in the back of the parking lot at Station 1 in the far left corner.
10. New Chief Vehicle and Brush Truck: The new brush fire skid unit has been received and it was placed on the Chevy pick-up truck until the new brush truck arrives. The new Chief vehicle is still waiting to be built.
11. Station 1 Intercom: Currently waiting on proposal from All-Mode for a new telephone and intercom system. Pyramid Business Systems does not handle telephone and intercom systems but recommended Randy Bidwell at Procom Solutions. They are local company that specializes in phone, intercom, audio visual and cabling.
12. Personnel Database: Currently in progress of being created.
13. Spectrum: Tv was purchased for the District Office and Spectrum was downloaded. Spectrum business does not have live tv for business accounts. Need to reach out to Spectrum Government contract department to see if there is a way around purchasing additional boxes for station 1 and see about upgrading our internet and strengthening our WIFI.
14. Unallocated Money: Member Anderson would like to review the unallocated money again and transfer the money as soon as possible. The rest of the Board would like to wait until the Treasurer, Anthony “Tony” Fiacco returns to make any decisions on the unallocated funds.

NEW BUSINESS:

1. Motion by Member Battaglini, second by Member Anderson to pay bills:
 - Vouchers #04-001 to 04-077 totaling \$454,396.35.
 - Supplemental Payment List: Vouchers 05-001 to 05-013 totaling \$14,402.06.
 All aye; motion carried.
2. Motion by Member Materese, second by Member Battaglini to approve the purchase of an updated version of Quickbooks in the amount of \$444.95 since our version will no longer be supported after May 31, 2018. All aye, motion carried. Member Anderson will also see if he can find a cheaper price TechSoup.
3. Motion by Member Battaglini, second by Member Materese to approve the following events in the community room:

Date	Times	Requested by	Use	Cost	Comments
4-29-2018	All Day	Luigi DiRusso	Party	\$200 Security Deposit	Member
5-19-2018	12:00 pm – 9:00 pm	Tammy Sabo	Bridal Shower	\$200 Security Deposit	Granddaughter of Member Richard Hollenbeck
7-1-2018	12:00 pm – 5:00 pm	John Reynolds Jr.	Graduation Party	\$200 Security Deposit	Member

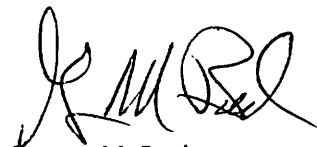
All aye; motion carried.

4. Chief's Report: Motion by Member Battaglini, second by Member Anderson to accept the Chief's Report. All aye; motion carried.
Motion by Member Battaglini, second by Member Materese to allow the participation in the Maine-Endwell Little League parade on April 21. All aye; motion carried.
5. Support Services Report: Motion by Member Battaglini, second by Member Materese to approve the Support Services Report. All aye; motion carried.
6. Maintenance Division Report: Motion by Member Battaglini, second by Member Materese to accept the Maintenance Division Report. All aye; motion carried.
7. Training Division Report: Motion by Member Battaglini, second by Member Anderson to accept the Training Division Report. All aye; motion carried.
8. O.L. Davis Fire Company Newsletter: Member Pandich reminded everyone that Alice Fiacco, Company Secretary, is working on the monthly newsletter and to think of ideas to place in the newsletter.
9. Broome County Mutual Aid Plan: Motion by Member Battaglini, second by Member Materese to participate in the Broome County Mutual Aid Plan. All aye; motion carried.
10. Broome County Landfill Annual Permit: Rob Brady tried to dispose of some old light bulbs and some electronics at the Landfill and was told he cannot dispose of the items unless we have a permit. Motion by Member Battaglini, second by Member Anderson to apply for the permit and pay the fee of \$30.00. All aye; motion carried.
11. Member Battaglini noticed that the seals on the windows at the top of the stairs over by the new bathroom are broken and the windows will need to be replaced. The District office needs new carpet, to be painted and to have the lighting changed out and a new chair. Erika to get price quotes on all items.

Motion by Member Battaglini, second by Member Anderson to go into Executive Session to discuss a personnel issue at 7:14 pm. Out of Executive Session at 7:45 pm with no action taken.

Motion by Member Anderson, second by Member Materese to adjourn at 7:45 pm. All aye; motion carried.
12.

Respectfully Submitted,



George M. Bush
GMB/ep