

**ENDWELL FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS MEETING  
SEPTEMBER 17, 2020**

**Members:**

Carlton "Andy" Anderson, Chairman  
George "Mickey" Bush, Secretary  
Don Battaglini  
Mark Storm

**Others present:**

Anthony "Tony" Fiacco, Treasurer  
Erika Pereira, Administrative Assistant  
Tom Palazzo, Fire Chief  
Alison Senft  
Michael Battaglini  
Cheryl Grafton  
Mathew Grafton  
Rob Brady  
Davey Cortes

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

**HEARING OF VISITORS:** Matt and Cheryl Grafton asked the Board if they would like to hold the Truck Event on Saturday, October 31. They had done a lot of thinking about different ideas in order to hold the event but always came back to how to handle man power and making sure social distancing was being followed properly. After a brief discussion it was decided not to hold the event this year.

**Motion by Member Bush, second by Member Battaglini to approve the minutes of the August 20 board meeting. All aye; motion carried.**

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

Anthony Fiacco, District Treasurer, stated that our payroll company, D&P, sold their business to ADP so with the next payroll the Fire District payroll company will be ADP going forward.

The Brokerage CD Rate that is being used for the capital reserve investment is not doing well so Anthony Fiacco is starting to transfer the money when the CD mature and putting it into the money market account which is our saving account for the capital reserve. Once the rates go back up Anthony Fiacco will transfer the money back in the CDs. Member Bush did not think that was a good idea and explained his reasoning. Anthony Fiacco will talk with M&T Bank about it and get back to Board.

Member Bush would like to take a closer look at Equipment Reserve as there is only \$256,251 in the account. There was no money allocated to the reserve in the 2020 Budget and he has concerns that in 8 years when the airpacks have to be replaced there will not be enough money to cover the expense. Member Bush believes there needs to be about 6 to 7 hundred thousand dollars placed in the Equipment Reserve in the next two years.

**Unfinished Business:**

1. Exterior Paint Job of Station 1: Painting has been completed.
2. Facility Management Companies: No Action at this time. Member Storm is working on it.
3. LED Sign Repairs: No action at this time. Bob Eastman with C&E Electronic Displays is still waiting on the white lexan needed to remake our faces to come in.

4. **100th Anniversary:** The 100th anniversary committee will meet again on Thursday, October 1 at 7 pm in the community room.

Fundraising:

- Waiting to hear on donations from M & T, Visions and IBM.
- Would like to apply to Home Depot, Price Chopper, Gannett Foundation, Wegman's, Dick's Sporting Goods
- Committees - only a few people have signed up for committees, need to get others to sign-in. would like to get some inactive life members to participate as they are a valuable resource.
- Letter has been sent to the town notifying them of the date.
- We should watch the sky the next couple weeks to see what time would be good for fireworks, as the event is one year away.
- Challenge coin: Davey Cortes has been working on this. He had some samples and will be requesting others and getting prices. We need to decide what to put on the back of the coin. Apalachin Fire used Northwest Territorial Mint. Denny Sullivan will contact Binghamton to see who has made their coins.
- Tom Harris contacted Jeff Miller who does sports team photos to see if he could do a company photo of all members for us. He looked at the samples we had and will get back to us. In addition to the big matted/framed photo we would like an 11 x 14 for each member.
- We are still waiting on photos of the trucks in front of the fire station to put in ideas for a shirt.
- We need to send a letter to the board advising them that we will be using the company name and/or logo on shirts and other items. The name utilization policy says the fire company president can approve any items but he needs to notify the board.
- Need to set up a timeline of what needs to be done.

Motion by Member Bush, second by Member Battaglini to accept the 100th anniversary committee report. All aye; motion carried.

5. **Station 3 roof:** Kyle Ferraro with Penn-York Construction completed putting a bid package together for the roof repair. Member Bush had some concerns about the bid package. There was no mention of prevailing wage, inspection of work as it is being performed and at the end to certify the work is completed correctly. Member Bush would like to hire a firm to oversee the bid package process and to monitor the work being completed. Member Del Bianco to review the package and look into getting a firm.

6. **Gym Reopening:** The workout room reopened on September 14 with restrictions.

The following interim requirements for the work out room was created to help protect against the spread of COVID-19 and is required to be followed in order to use the room. If the rules are not followed the members' gym access will be suspended.

- Every member who would like to use the room must sign up for a time slot. You may sign up on line at the following web address: <https://endwellfire.com/members/gym.php>
- Time limit Requirement: 1 hour Time Frame Only  
45 minutes work out - 10 minutes cleaning - leave 5 minutes before hour is up.
- Only one person per time frame. You may not work out with your significant other, friend, other fire firefighter member and/or trainer. You are the only person allowed in the room during your time slot.
- You must sign in and out at the gym.
- You must wear a face covering at all times before, during, and after your workout.
- You are required to wipe down equipment with disinfectant wipes before and after usage and spray anything not used with 6 feet of you during workout. Wipes and spray will be provided.
- No Shower Usage.

7. **Sealing / Crack Fill of cracks in rear of Station #1 Parking Lot:** Member Battaglini has not talked with Suit-Kote about it as of yet. Member Battaglini believes that area will need to be dug out and completely

replaced but he will check with Suit-Kote about their thoughts on what should be done.  
Member Bush would like to have the parking lot restriped next year.

8. Station 3 Replacement of black top: Suit-Kote will start the project a week from tomorrow. Once the replacement of the black top is completed we will need to contact Pavlovich Pavement Markings, LLC to complete the restriping of the parking lot.
9. Station 2 Additional Bollards: The chain between the two bollards will be installed next week.

**New Business:**

1. Motion by Member Bush, second by Member Storm to pay the bills:  
Vouchers # 9-001 to 9-048 and Payroll totaling \$254,285.75.  
Supplemental List: Vouchers # 10-001 to 10-005 totaling \$15,138.30.  
All aye; motion carried.
2. Line Transfers: Motion by Member Bush, second by Member Battaglini to approve the line transfers submitted. All aye, motion carried.
3. Buildings and Grounds: Northern Scapes provided a quote for weed maintenance at Station 1.  
First Visit would be \$645.00 (Cut down and remove all brush and weeds along the perimeter of the property).  
Monthly Visit to maintain would be \$145.00.

I also reached out to Northern Scapes to see when they planned on coming out to maintain the LED Sign area since we have weeds growing and to see when they planned on cutting the perennials down in fall.

Both Overhead Doors and Gates Door Company came out to take a look at the door. The door will be slightly different as the doors we currently have are no longer being made. The panel sections will be smaller.

Overhead Doors price will be \$5,635.00 to replace bay 4 overhead door.  
To replace the three other doors so that all the doors match would be \$19,335.00.  
Replacing all 4 doors would cost \$24,970.00.

Gates Door Company will be \$4,000.00 to replace bay 4 overhead door.  
To replace the three other doors so that all the doors match would be \$16,500.00.  
Replacing all 4 doors would cost \$20,500.00

The AC unit at Station 2 was installed by James Fleming.

Jeff's Painting submitted a price quote to paint the exterior of Station 2 and Station 3. Price quoted was \$7,000 for both stations.

Task left to complete is the New Window Blinds for Windows at Station #1 Community Room.

4. Request for Community Room Reservation: Motion by Member Bush, second by Member Storm to allow Ron Materese and the Fire Police Association to hold their meeting in the Community Room on November 12 and to table Debbie Stoddard request for December 13 until the next Board Meeting. All aye, motion carried.

5. Chiefs Report: Motion by Member Storm, second by Member Bush to accept the Chief's Report. All aye; motion carried.

*I would like to thank everyone for their cooperation throughout the COVID-19 quarantine. Our efforts to maintain social distancing are paying off, we currently have had no reports of members being exposed on any calls. We will be starting to fill out a COVID questionnaire and taking temperatures prior to Monday trainings.*

*The new battery/hydraulic Hurst Tool has been received and is being installed on Quint 31. The older hydraulic unit will be cycled to Engine 3 for the time being.*

*It is with great regret that I inform you of Brent Soden's resignation. He has moved to Halstead.*

*I have looked into what other outlying fire departments have been doing for auxiliary member's physicals. The procedure that I feel fits our department the best, is to mandate any auxiliary member that wants to be able to respond to a fire scene or drive a vehicle to take an exterior firefighter physical. All others will not be mandated to take physicals.*

*Our trip to E-One has been cancelled. They will be bringing a demo truck to us. The date has yet to be announced. They are stopping here on the way to dropping Watertown's truck off. I will keep you updated as details arise.*

*During our medivac training we discovered that the pilot lives on Smith Dr. in Endwell. He is a drone enthusiast. I would like to take this opportunity to get him to join as both a photographer and a drone operator. Cost of a drone has come all the way down to \$3,900 for the aircraft which includes thermal imaging technology. I see this as an incredible opportunity to get both, a photographer and drone pilot into the department. It would not steel from the number of firefighters we have and no training would be needed to get him up and running. As we found out in the past there are many hidden costs for a drone program. I have included a spreadsheet that includes all hidden costs. Last time we looked at this we were just south of \$30,000 without training. With this opportunity we can be all in for \$7,746. Approximately \$1,820 would be paid annually by the district for insurance the rest would be paid through the department budget. We have to get our photography back on track so we can stop posting "Throw Back Thursday pictures.*

6. Support Services Report: Motion by Member Battaglini, second by Member Bush to accept the Support Services Report. All aye; motion carried.
7. Maintenance Division Report: Motion by Member Battaglini, second by Member Bush to accept the Maintenance Division Report. All aye; motion carried.
8. Training Division Report: Motion by Member Bush, second by Member Storm to accept the Training Division Report. All aye; motion carried.
9. Fire Company Report: Motion by Member Bush, second by Member Battaglini to accept the resignation of Julie Leonard from the Auxiliary and Brent Soden from the Fire Company. All aye; motion carried.

*Motion by Member Bush, second by Member Battaglini to allow members to purchase additional 100<sup>th</sup> items with their incentive points. All aye; motion carried.*

10. O.L. Davis Fire Company Newsletter: For the October newsletter our Accidents Involving Department Vehicles and Auxiliary Response policies will be featured in the Newsletter.
11. Donation(s): We received a donation from Endwell United Methodist Church in the amount of \$575.00, from the proceeds of their National Night Out BBQ. Motion by Member Bush, second by Member Storm to place the donation in donations. All aye; motion carried.

Member Bush stated that S&M Deli wanted to know if the Fire Department would like to walk around with a boot during one of their summer concerts to receive donations. After a brief discussion it was decided not to participate.

12. 2021 Budget – Adopt Proposed Budget: Motion by Member Bush, second by Member Battaglini to approve the proposed 2021 budget of \$1,282,381.00 with \$1,246,381.00 to be raised by taxes. All aye; motion carried.
13. Schedule Budget Hearing Meeting & Move October Board Meeting: Motion by Bush, second Member Storm to hold the annual budget hearing on Tuesday, October 20, 2019 at 6:00 pm and to change the date of the monthly meeting from October 15 to October 20, with work session at 5:30 pm and meeting at 6:00 pm. All aye; motion carried.
14. Exterior Paint Job of Station 2 & Station 3: Motion by Member Bush, second by Member Battaglini to approve Jeff's Painting price quote to paint the exterior of Station 2 and Station 3 in the amount of \$7,000 for both stations. All aye; motion carried.
15. Station 1 Bay 4 Overhead Door Repairs: After a discussion the Board decided to wait on repairing the door and would like to get a pricing on changing the door to aluminum framed doors with windows in every section.
16. Weed and Brush control for Station #1 Fence area surrounding the property: Motion by Member Battaglini, second by Member Bush to accept Northern Scapes price quote for weed maintenance for Station 1 for the price of \$645 for the first visit and their monthly visit to maintain the perimeter of \$145.00. All aye; motion carried.
17. T-Shirt for New Member at Orientation: Motion by Member Storm, second by Member Bush for the Chief to hand out a duty t-shirt to the new member at orientation and inform the District Administrative Assistant what size was taken. Once the new member has put in 25 hours they will receive their duty uniform which will include another t-shirt. All aye; motion carried.
18. Member Anderson handed out a sheet of some online seminar series that is being hosted by Fire District of New York Mutual Insurance. Motion by Member Bush, second by Member Battaglini to allow any member to register for the series. All aye; motion carried.

Correspondence(s): Copies of the Fire District Affairs from the Association of Fire Districts of the State of New York was handed out.

Motion by Member Battaglini, second by Member Bush to adjourn the meeting at 6:42 pm. All aye; motion carried.

Respectfully Submitted,



George M. Bush  
GMB/EP