

# Verdoy Fire District

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## **BOARD OF FIRE COMMISSIONERS**

The December 22, 2016 Commissioners Meeting of the Verdoy Fire District was called to order at the Verdoy Fire Department by Chairman David Leonardo at 7:07 PM.

### **Present were:**

Commissioners Leonardo, Russell, Vroman and Winn, Germaine (*arrived at 9:23 PM*), Treasurer Scimeca, Attorney Terence Hannigan, Chief DiNovo.

### **Pledge of Allegiance**

### **Executive Session:**

- Motion was made by Commissioner Winn and seconded by Commissioner Vroman to enter into executive session at 7:08PM to discuss the employment history of a particular person. Motion made by Commissioner Winn and seconded by Commissioner Leonardo to come out of executive session at 7:17PM; No action taken.

### **Approve Minutes:**

November 17, 2016 Commissioner Meeting Minutes approved with suggested changes.

MOTION: Russell

SECOND: Winn

VOTE: All in favor, motion carried

- *Brief discussion by Commissioner Russell on the requirements of the minutes and the content that should be provided by the Secretary.*

### **Treasurer's Report:**

Treasurer Scimeca reported that as of November 30, 2016, District Funds totaled \$533,412.17.

MOTION: Vroman

SECOND: Winn

VOTE: All in favor, motion carried

### **Payment of Bills:**

Pay bills per the abstract provided to the Board of Fire Commissioners with recommended changes.

MOTION: Winn

SECOND: Russell

VOTE: All in favor, motion carried

- *Brief discussion on Chris's Coffee and related costs. Suggest a cost analysis to determine if we are still receiving best price. Commissioner Russell will handle this.*
- *Brief discussion on Integra LED project and the addition of the partial bill of \$5,906.35.*

### **Correspondence:**

- Received a notice from Sherwin Williams that they gave us the credit back of \$1.28 from last month, it will appear on the next bill.

- Received a notice from the NYS Association of Fire Districts in regards to voting for two directors to represent our region on the Associations Board of Directors. As a board, we may cast one vote for two of the three candidates on the provided ballot.
- Save the date: FDIC will be April 24-29, 2017.
- Notice from Verdoy Fire Association President stating that on 15 December 2016 Nick DiNovo was approved for Chief, Car 61, Greg Serio was approved for 1<sup>st</sup> Ass't Chief, Car 62, Mike Warner was approved for 2<sup>nd</sup> Ass't Chief, Car 63.

**Open to the Public:** No Comments

**Attorney Hannigan Report:**

- Will be working with the Secretary to update the master calendar
- Will be working with Secretary in regards to the agenda for the organizational meeting
- The limitations on surplus equipment has changed. Can get rid of equipment up to \$20,000 by resolution up to \$100,000 subject to permissive referendum, over \$100,000 by mandatory referendum.
- Will be working with the Secretary to become more technologically efficient by setting up access to a program called drop box.

**Report of Chief:**

- Our annual physical company is changing from Access Health to Workfit Medical which is located on Washington Ave. They will still be coming to the station like Access Health did. A new requirement will be that everyone has a stress test.
- Request to purchase 10 CO detectors to hand out to the public when responding to CO calls. Good PR and gives the homeowner peace of mind for the rest of the night. Recommended that a policy be put into place.
- There are major Wi-Fi issues throughout the station. Commissioner Vroman will look into it and try to get it resolved.
- Request to donate \$116.66 to Shaker Road Fire Department to reimburse them for the cost of a Carbon Dioxide detector for the Fire Services Bureau.
  - MOTION: Winn
  - SECOND: Vroman
  - VOTE: *All in favor, motion carried*
- January 30<sup>th</sup> at 6pm is the Chiefs Drill, Eugene Bickley will be catering. Will need a check for \$850.00.
  - MOTION: Winn
  - SECOND: Vroman
  - VOTE: *All in favor, motion carried*
- Emergency Services Chiefs Drill will be Monday December 26, 2016. Will need money afterwards, not sure of upfront cost.
- Paul Bentley's paperwork came back. Looking for 6 month approval.
  - MOTION: Russell
  - SECOND: Vroman
  - VOTE: *All in favor, motion carried*
- Had to pre-register early for FDIC because the training spots and hotels are filling up. Ryan Leonardo registered for 3 classes for a total cost of \$1010.00. Hotel was also reserved on the credit card.
- Thanked everyone for a great year and for the boards support. Asked if the board has any firematic goals for 2017 to please let the chiefs know asap.

**Reports of Commissioners:**

**Commissioner Russell**

- The old gear dryer was replaced with the new Unimac dryer. No longer need the old 2001 dryer. Declared as surplus with a value less than \$20,000. Waiting to hear back from Best Western to determine if they want the dryer.
- Commissioner Winn requested update on the compressor. W. K. Clough is going to be installing the new compressor next; the new gear dryer was a priority. The old compressor will be placed in storage until we can sell it.

**Commissioner Vroman**

- Received a total of four quotes for the outside cameras.
- Will be out of town from January 22<sup>nd</sup> through February 3<sup>rd</sup>, 2017 for training for work. Will be home on the 28<sup>th</sup> and 29<sup>th</sup> to take care of firehouse business.
- Assigned to look into the cost of ipads with Wi-Fi and cellular service for the Commissioners and will be property of the fire district.

**Commissioner Leonardo**

- Notice from Verdoy Fire Association President stating that on 15 December 2016 Nick DiNovo was approved for Chief, Car 61, Greg Serio was approved for 1<sup>st</sup> Ass't Chief, Car 62, Mike Warner was approved for 2<sup>nd</sup> Ass't Chief, Car 63. Chairman would like to accept them as Chiefs
  - MOTION: Vroman
  - SECOND: Winn
  - VOTE: *All in favor, motion carried*
- LED light project – any questions going forward, see Commissioner Leonardo or Commissioner Russell. The bay lights will be the first priority once the project starts. The old bulbs will be removed and discarded by the contracted company. Motion to approve the building lighting project through Integra LED to do upgrades to our lighting. We will be changing over to LED lighting. The project has been subsidized through grants from National Grid. Our total cost is \$11,812.70.
  - MOTION: Leonardo
  - SECOND: Russell
  - VOTE: *All in favor, motion carried*
- The members room door will be closed for the winter soon. A message will be sent out to the membership once it is locked.
- Still waiting on one quote for the building fire alarm project. Will adopt a new contract at the organization meeting and approve at the January Commissioners meeting.
- Salt agreement was on the town board agenda last month, still waiting on final signature.
- The establishment of the equipment reserve fund passed at the December 13<sup>th</sup> election.
- Going forward in 2017, Dennis will need to know at the January meeting who will be signing checks being that Commissioner Winn's term is over.
- Welcomed Commissioner elect Paul Bentley – the board is looking forward to working with you.
- Update on Credit Card Policy – Minor changes to draft document – will need to add the additional verbiage to include changes discussed at meeting in regards to additional cards and limits. Tabled until January board meeting in order to make suggested changes.
- Organization Meeting scheduled for January 4<sup>th</sup>, 2017 at 7PM.
- Chief Dinovo asked about the snow plowing for this winter. Decision is to take care of it our self and call for snow removal when needed.

*(Germaine arrived at 9:23PM)*

- Thanked Commissioner Winn for her many years of service on the board and to the community. You will be missed greatly.

**Commissioner Germaine**

- No Report

**Commissioner Winn**

- Simplex Grinnell bill is still outstanding. Still under investigation by the company.
- Doyle sent us a monitoring bill for 2017 - holding until the decision on the new alarm company is made in January.
- The letter was sent to Peter Molinaro in regards to workman's compensation award determination of the August 14<sup>th</sup>, 2014 in station injury situation.
- Brief discussion on the chairman of the boards position going forward. Recommendation to make it a rotating position. Will write up a resolution for the January organization meeting and will provide it to the Secretary.
- The red folder for LOSAP needs to be done by February 28<sup>th</sup>.
- Thank you to everyone on the board

\*Treasurer Scimeca will be out of town from December 24<sup>th</sup> through December 31<sup>st</sup>.

Motion made by Commissioner Vroman with a second from Commissioner Germaine to adjourn the meeting at 10:18PM. All in favor, motion carried.

Respectfully submitted,



Laurie Vroman  
Secretary