Spencerport Fire District

Monthly Meeting Minutes Date: September 1, 2022

This meeting is being held in a Socially-Distanced format in the Station #1 Main Conference Room.

Meeting Called to Order at 7:00 p.m. followed by the pledge of allegiance

Attendees:

Commissioners Chick, Dorgan, McQuilkin, & Spencer, Treasurer McKinney, Deputy Treasurer Zaov, Administrator Goddard, Secretary Sullivan, Attorney Stowe, Deputy Chief Flagg, President Damon, Matt Russell, and Jason Rampello

Approval of Minutes:

- – Monthly Meeting
  - August 4, 2022 – Monthly Meeting Minutes
    - **Motion by: Chick/Seconded by: Dorgan**
      In Favor: 4 Opposed: 0
  - August 5, 2022 – Monthly Meeting Minutes
    - **Motion by: Dorgan/Seconded by: Chick**
      In Favor: 4 Opposed: 0
  - August 16, 2022 – Monthly Meeting Minutes
    - **Motion by: McQuilkin/Seconded by: Chick**
      In Favor: 4 Opposed: 0
  - August 25, 2022 – Monthly Meeting Minutes
    - **Motion by: Dorgan/Seconded by: Chick**
      In Favor: 0 Opposed: 0

- **Approval of Treasurer's Report / Chief's Budget Line Report**
  - **Motion by: McQuilkin/Seconded by: Chick**
    In Favor: 0 Opposed: 0

<u>Communications:</u>

- <u>INCOMING</u>:
  - Lovell Safety Management Co – Notice of Annual Meeting August 16, 2022, via teleconference (Group Premium decreased 9.9% for the year 2020/2021) 25% max discount for 2022
  - Certificate of Insurance for Russell Property Maintenance
  - Pinsky Law School – Turning Stone Resort & Casino; cost $250/per person & training

- Board of Directors & Executive Officer Training; October 21 & 22, 2022
- Human Resources Law for Emergency Services; December 2 & 3, 2022

- American Red Cross – Blood Drive Dates & Request to use Station #1
- Town of Ogden, Assessors Office – Notice of Subdivision
  - 300 Whittier Road
  - 292 Whittier Road
- Spencerport Volunteer Firemen's Association – presentation of the Lucas 3 mechanical CPR device (serial # 3522BE06) and acknowledging the District purchase of the 3-year maintenance agreement.
- Cover Letter and Resume from Scott Corey and Rachel Obey for the position of Deputy Treasurer

➢ <u>OUTGOING:</u>

- Response letters to Scott Corey and Rachel Obey regarding the Deputy Treasurer position.

➢ <u>ACTION ON COMMUNICATIONS:</u>

- **Motion by: Chick/Seconded by: Dorgan**
  To approve the American Red Cross' request to conduct 2023 Blood Drives on the following dates at Station #1 Wednesday, January 18, Tuesday, March 21, Thursday, May 24 and Saturday, July 22, 2023.

  In Favor: 4 Opposed: 0

<u>Committee Reports:</u>

➢ Buildings & Grounds

- General:
  - Commissioner McQuilkin reported on various minor repairs at all firehouses.
- Station #1:
  - Commissioner Spencer reported that the cooling tower had issues with not filling and that a valve was replaced, in addition the pump is leaking water and parts have been ordered for repairs.
- Station #2:
- Station #3:

- Commissioner McQuilkin reported that the gas line and generator have been repaired and are working properly.

- Insurance / Fire Protection Contracts / Finance
  - Commissioner Chick reported that the Churchville contract was mailed to the Churchville Mayor.
  - Treasurer McKinney added that he will be notifying the Ogden Assessor about the coverage changes.
- Liaison / Fire Department / Paid Personnel
- Equipment / Apparatus
  - Commissioner Spencer reported that 2923 is back in service however he is not fully satisfied with set up of truck from Pierce; work continues on 2910; the new Tahoe has arrived and being upfitted for service.
- Recruitment / Retention / GIS / New Initiatives / Long Range Planning
  - **Motion by: Dorgan/Seconded by: Chick**
    Motion to approve funding for the Boundary Survey & Proposed Watermain Stakeout for the water main project at the District Training Grounds from Passero Associates in the amount of $3,200.00.
    In Favor: 4 Opposed: 0
- Chief
  - Deputy Chief Flagg reported that there were78 calls for the month of August; 630 for year; 86% Fire; 14% EMS; average enroute time 4:12; 34 calls over 5:00; 6 calls over 7:00
  - Commissioner McQuilkin asked how the call time report is coming along.
  - FF Rampello responded that the call time report has been sent to the Chief for review

    Discussion ensued regarding the parameters of the report.
- Attorney
- Secretary
  - Secretary Sullivan reported that a letter and coverage contract were sent to Village of Churchville on 08/17/2022.
- Treasurer
- Administrator

- Administrative Goddard reported that he, the Chief and Secretary Sullivan are working on the cancer coverage policy for 2023

Old Business:

- Commissioner Chick
  - Commissioner Chick reported that the pop cans need to be removed and old turnout gear needs to be removed from the basement at Station #1
  - Commissioner Dorgan responded that Chief Clark has talked with Greece, and they want our turnout gear that the Chief needs to coordinate the exchange with Greece
  - Commissioner Chick continued that the unused items in the basement need to be thrown out or given away, but it must get out of the basement and questioned the status of the tractor at Station #3.
  - Commissioner Spencer commented that he would talk to Ken Unger about getting a battery and tender for the tractor at station #3
  - Commissioner Chick reported the Russell Group will be performing the undercoating of the engines, van, and rescue to schedule for September 21st at Station #3. Coordination of vehicle transport will be worked out among the Commissioners
- Commissioner Dorgan
- Commissioner McQuilkin
  - Commissioner McQuilkin indicated that the group needs to determine a replacement for the Attorney's pending retirement on December 31st.
  - Commissioner McQuilkin reported that he is still waiting for a response from the Chief's office for an HR Committee Representative and Chris Damon indicated that the President would represent the Association on the committee. Commissioner McQuilkin asked Secretary Sullivan if she would represent the District on the committee.
  - Secretary Sullivan responded that she would serve as the representative.
- Commissioner Muniz
- Commissioner Spencer
- Treasurer McKinney
- Secretary Sullivan
- Attorney Stowe

- Attorney Stowe commented that the mutual aid contract proposal to the Village of Churchville was well received, and that the Churchville FD will not suffer any financial loss due to the reduction in coverage.

- Administrator Goddard
- Chief Clark
  - Deputy Chief Flagg reported that Dr. Kushman provided training on the new Lucus device and that it will be a great tool and will be mounted on 2916; more trainings will be scheduled in the future. Discussion ensued regarding the training on the device.
  - Deputy Chief Flagg reported that Chief Clark met with the Hurst representative and that the 2 units on 2918 will no longer be supported and it has been suggested that when the truck is sold it should include the 2 units on it; Plans is for the District to move to Etools when new purchases are made; Discussion ensued regarding Etools.

New Business:

- Commissioner Chick
  - Commissioner Chick reported that the Rescue truck committee met, and various items were discussed; the group decided to go with the Enforcer Chassis; Salesman Alfieri is putting a draft spec together for the committee.
  - Commissioner Chick inquired about the space requirement for Greenlight
  - Commissioner Spencer responded that they are looking for space in the basement of Station #1 in the northeast corner. Equipment to include racking for the batteries and electrical wiring.
  - Administrator Goddard added that some of the Greenlight equipment might be able to go into the IT room on the second floor and that Greenlight should be providing a proposal by the October meeting.
  - Commissioner Chick continued that Flatbed is a pigsty and the Association needs to get it cleaned up. President Damon responded that he would have the Tournament Team clean it out.
- Commissioner Dorgan
  - Commissioner Dorgan asked President Damon if the District is contributing to the upcoming Barton hots event for the department.
  - President Damon responded that it is being paid for by raffle proceeds.

- Commissioner McQuilkin
    - Commissioner McQuilkin asked Treasurer McKinney and Administrator Goddard their thoughts on the proposed 2023 budget.
    - Treasurer McKinney responded he was apprehensive at first with the budget however the reality is that the bottom line is reasonable for the Districts' long-range planning and agrees with what was approved
    - Administrator Goddard also commented that he was concerned about the 10+% increase but he feels that the budget is sound.
    - Attorney Stowe commented that it would be in the best interest of the District to engage the accountants as soon as possible to discuss funding options for future projects.
    - Treasurer McKinney responded that they have been contacted and discussions have started and final costs for projects need to be determined.
- Commissioner Muniz
- Commissioner Spencer
    - Commissioner Spencer reported that Churchville Fire sent paperwork from the tire manufacturer regarding the tires rating for the 2923 and that they have enough capacity for the truck; Commissioner Spencer continued that he would be more comfortable upgrading to a larger capacity Goodyear tire, final pricing is being compiled and should not exceed $3,500.00.
    - Commissioner Chick indicated that the tire rating has been around for about 6 years and there is no need for new tires, however if the group is not comfortable, I support the purchase of new tires.

- **Motion by: McQuilkin/Seconded by: Chick**
  To purchase new tires for truck 2923 and include a possible a trade in of existing tires; cost not to exceed $3500.00
  In Favor: 4 Opposed: 0

- Treasurer McKinney
    - **Motion by: Dorgan/Seconded by: Chick**
      To approve the transfer of $25,000.00 from A9901.9B to A9901.9T
      In Favor:4 Opposed: 0
- Secretary Sullivan
    - **Motion by: McQuilkin/Seconded by: Dorgan**

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Motion to approve the 2022 Spencerport Firemen's Association Fund Drive
In Favor:4 Opposed: 0

- Attorney Stowe
- Administrator Goddard
    - Administrator Goddard reported that Myria Incardona is doing an exceptional job cleaning Station #1.
- Chief Clark
    - Deputy Chief Flagg reported that mobile radios and 2 portables have been ordered for the new tanker; training will be starting on 2910 Sept. 8, 9 and 10; 2911 will have the mobile radio removed and moved to 2910; the cancer roster is being worked on; a build spec for 2918 replacement will be done in 2023; the cascade compressor at Station #3 continues to be a problem and group will be getting together to figure out problem; at this time 2923 is sitting pretty level and the crews at Station #2 have been instructed to work the truck and monitor how it sits.
    - Deputy Chief Flagg who serves at the Fire Marshall Flagg for the Town of Ogden reported that the Amazon building on Shepard Road will be readdressed to 375 Paragon Drive however they do not have their C of O; The Fire Dispatcher is aware of both addresses however does not know the type of building; Amazon has a history of overbuilding facilities; A new housing development is going in on the north side of Ridge Road between the Ukrainian Church and Brewski's is being proposed; apartments continued to be built on Whittier Road; A 26 unit apartment building will be developed behind Century Mold; at the barn fire scene at the corner of Buffalo and Whitter Roads will be 5 buildings; and a big subdivisions going in on Hutchings Road.
    - Commissioner McQuilkin who serves as the Fire Marshall for the Village of Spencerport reported there is a stop work order on 148 s. Union Street and work continues to determine the source of the water.
    - Commissioner Spencer reported John Alfieri indicated that a department Massachusetts is interested in our old truck for a price of $40,000.

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Privilege of the Floor:

- Chris Damon indicated that the inspection dinner is scheduled for December 3rd. and plans in the works for the explorer post anniversary celebration.

Good & Welfare:

Additional Business:

Approval of Claims Abstract

Motion by: Dorgan/Second by: Chick
In Favor: 4 **Opposed: 0**

Executive Session:

Purpose: Personnel/Real Estate

Motion to enter: McQuilkin	**Second by: Dorgan**	**Time In: 8:05 p.m.**
Motion to exit: Chick	**Second by: Dorgan**	**Time Out: 8:25 p.m.**

Adjournment:

Motion by: McQuilkin	**Second by: Chick**	**Time Adjourned: 8:25 p.m.**
In Favor: 4	**Opposed: 0**	