

JONESVILLE FIRE DISTRICT
Board of Fire Commissioners Meeting
Station #1

Date: April 10, 2018

Time: 7:00 p.m.

Present: Commissioners Byrnes, Tobin, Miller, Ford, and Murphy; J. Bayer, District Manager; Breann Parseghian, Treasurer; Bill Adams, Purchasing Director, and Chief Patrick Champagne.

Guests: Tommy Dell'Anno, Geoff Frey, Bob Fox, Stephen Shost and Brian Hodgdon.

Commissioner Miller presided over the meeting until Commissioner Tobin's arrival. Commissioner Miller commented that he asked the Jonesville Volunteer Fire Company to provide a list of guests that they would like the District to invite to the 100th Anniversary Banquet. A brief discussion followed, and Commissioner Miller commented that it was his opinion that no politicians be invited to the banquet.

OPEN TO THE PUBLIC:

No one came forward to speak

MEMBERSHIP:

Lt. T. Dell'Anno introduced two new applicants for membership: Steve Shost and Brian Hodgdon.

18.04.10.096 Commissioner Byrnes moved, and Commissioner Murphy seconded the motion to approve the membership applications of Stephen Shost and Brian Hodgdon. **APPROVED.**

Minutes:

18.04.10.097 Commissioner Miller moved, and Commissioner Murphy seconded the motion to approve the Board Meeting Minutes of March 13, 2018. **APPROVED.**

Claims:

18.04.10.098 Commissioner Ford moved, and Commissioner Byrnes seconded to the motion to approve payment of claims: 018107 - 018199. **APPROVED.**

District Manager Report:

Discussion:

- Request to serve beer and/or wine at a social event on May 19, 2018.
- Judy reported that the project to clean out the old membership files has been completed and disposal per NYS MU-1 Schedule will take place shortly.

18.04.10.099 Commissioner Miller moved, and Commissioner Ford seconded the motion to approve the serving of beer and/or wine at a social event sponsored by R. Craver on May 19, 2018. Manager's Report. **APPROVED.**

18.04.10.100 Commissioner Miller moved, and Commissioner Byrnes seconded the motion to accept the District Manager's Report. **APPROVED.**

Treasurer's Report:

Discussion:

- Request for the Treasurer to attend the NYSAFC Chief Show June 14-16, 2018 to include training fees, mileage, and lodging for two nights. A discussion followed with the consensus to approve fees and mileage and wait to see if any firefighters have requested Hands on Training at the Chief Show that might necessitate lodging.

18.04.10.101 Commissioner Miller moved, and Commissioner Byrnes seconded the motion to approve the attendance of B. Parseghian at the NYSAFC Chief Show to include fees and mileage reimbursement. **APPROVED.**

18.04.10.102 Commissioner Ford moved, and Commissioner Miller seconded the motion to accept the Treasurer's Report. **APPROVED.**

Purchasing Director's Report:

Discussion:

- Bill commented that in the future Bulldog Apparatus/KME will not be charging us for transportation of our vehicles to their facility for repairs or PM work.
- Bill inquired that considering the purchase of two new MED trucks, would the Board like him to do some research on the potential value of the old MED trucks for possible resale. A discussion followed with the consensus for Bill to do some research and in addition, the Board will approve a permissive referendum for a possible future sale of the old MED trucks.
- Bill commented that approximately 50-60 firefighter helmets will go out of service over the next 18 months due to 10-year period for use deadline approaching. A discussion followed with the consensus to budget for the majority of helmets to be purchased in 2019.
- Discussion on the replacement of the Rehab Vehicle was tabled until Chief Champagne arrived.
- Commissioner Miller commented that due to increased costs for gear, helmets, and the mandated cancer insurance, we will need to override the 2% cap for the 2019 Budget. A brief discussion followed with the consensus to discuss this subject during the SCABIT committee section of the meeting.

Commissioner Tobin enters the meeting at 7:45 p.m.

- Bill commented that the repair bill for the emergency brake work on E-371 came in higher than the estimate and approval will be needed for the additional expense.
- Bill commented that the delivery charge was not included on the original paperwork for purchase of the two Chevrolet Suburbans and approval is needed for the additional expense.
- Bill commented he is obtaining quotes to fix the issue on the depression on the north driveway section at Station 2 and he received a quote from one vendor and will be meeting with another one shortly. He further commented that he will be meeting with Mike O'Brien of the TOCP Sewer Dept to see if that can identify the source of the problem, how much damage there is and who is responsible for the repair. A discussion followed with the consensus to approve the repair if the district is responsible.

18.04.10.103 Commissioner Miller moved, and Commissioner Byrnes seconded the motion to approve a permissive referendum for the possible sale of the two 2001 Ford Med Trucks at price to be determined. **APPROVED.**

18.04.10.104 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the additional repair work on E-371 in the amount of \$1445.31 to Bulldog Apparatus. **APPROVED.**

18.04.10.105 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the delivery fee of \$650 for two 2018 Chevrolet Suburbans previously approved and ordered. **APPROVED.**

- 18.04.10.106 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the disposal of 12 out of service firefighter helmets. **APPROVED.**
- 18.04.10.107 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve up to \$10K from the Repair Reserve Fund for repairs to the depression on the north driveway area at Station 2 if Jonesville Fire District is deemed responsible.
APPROVED.
- 18.04.10.108 Commissioner Miller moved, and Commissioner Ford seconded the motion to approve the Purchasing Director's Report. **APPROVED.**

New Business:

Commissioner Miller commented that Chuck Fannucci, on behalf of the Jonesville Volunteer Fire Company, has asked permission to place a Firefighter Memorial statue in the flagpole area at Station 1. A discussion followed with the consensus to allow it.

- 18.04.10.109 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the placement of a Firefighter Memorial statue to be provided by the JVFC in the flag pole area at Station 1.
APPROVED.

Committee Reports

Apparatus:

Discussion of replacement of Rehab vehicle to be held when Chief Champagne arrives.

Audit/Budget/Insurance:

Commissioner Miller commented that he recently attended Advanced Commissioner Training and the mandated cancer insurance was discussed. He further commented that the law is very vague and the attorneys that did the training recommended that fire districts do not buy insurance but perhaps explore self-insurance options. A discussion followed with the consensus to contact Dave Meager and inquire about any disability plans that we could add cancer insurance as a rider. Judy commented that she would call Dave.

Commissioner Miller commented that due to estimated purchases of gear and additional costs for the mandated cancer insurance that the Board should consider overriding the 2% Tax Cap for the 2019 Budget. Commissioner Miller further commented that to do so, the Board needs to approve a resolution at least 60 days before approval of the proposed budget. A discussion followed.

- 18.04.10.110 Commissioner Miller moved, and Commissioner Tobin seconded the motion to override the 2% Cap for the 2019 Budget. **APPROVED.**

Building and Grounds:

- A brief discussion was held on the condition of the lawns at both stations.
- Commissioner Miller asked Bill Adams to call Culligan Water Service to check out the water softener at Station 2 as it appears there are hard water stains.
- A discussion was held on the need for a water cooler at Station 2 as it appears to be under utilized with the consensus to remove it and return the water cooler to Prestige Services.

Capital:

No Report

Equipment:

No Report

Personnel:

Discussion held on the hiring of a part time maintenance person to replace P. Dell'Anno.

18.04.10.111 Commissioner Miller moved, and Commissioner Byrnes seconded the motion to hire Kevin Sarsick as a part time maintenance worker effective April 4, 2018. **APPROVED.**

Policy & Procedures:

No Report

Chief Patrick Champagne enters the meeting at 8:20 p.m.

Chief's Report:

Discussion:

- Chief Champagne commented that Saratoga County appears to be onboard with utilizing rehab resources from Greenfield FD and Jonesville FD and there is a plan to divide the county for call response with details to be provided later.
- Discussion on various training requests.
- Discussion on probationary status of D. Cherko.
- Commissioner Murphy presided over a presentation for a possible replacement of our rehab vehicle. A video of a 2017 Winnebago Fuse 23A Walk-around was shown to the group in attendance and Commissioner Murphy commented that Commissioner Byrnes, Chief Champagne, and he looked at the vehicle in person recently. Commissioner Miller asked the Chief for his thoughts on the truck and Chief replied with the following comments:
 - More user friendly to personnel due to smaller size.
 - Had the necessary amenities such as a bathroom, coffee pot and microwave.
 - Adequate storage.
 - Bench seating.
 - Shower area could be used for storage.
 - Outside awning.
 - In the spirit of downsizing, the vehicle meets our needs.

Chief Champagne commented that it was a good compromise and he was committed to rehab and supported the purchase of the vehicle. A lengthy discussion followed with the following topics discussed: cost, drivability, modifications needed, possible wrap design, preventative maintenance plan and warranty.

- Discussion held on any requests for Chief Show attendees. Chief Champagne will be attending on a day pass and Commissioner Byrnes commented he would like to attend on a Full Conference pass to include fees, mileage, and lodging.

18.04.10.112 Commissioner Miller moved, and Commissioner Murphy seconded the motion to approve the attendance of Firefighters Beaudoin, Buck and Hogan at the Firefighter Survivor course starting April 10, 2018 and use of any available department vehicle. **APPROVED.**

18.04.10.113 Commissioner Miller moved, and Commissioner Murphy seconded the motion to approve the attendance of Firefighter B. Fox at the Traffic Incident Management course starting April 21, 2018 and the use of any available department vehicle. **APPROVED.**

18.04.10.114 Commissioner Miller moved, and Commissioner Murphy seconded the motion to approve the use of any available department vehicle for Firefighter J. Miller's attendance at the K-9 Search and Rescue course to be held April 26-27, 2018. **APPROVED.**

- 18.04.10.115 Commissioner Miller moved, and Commissioner Murphy seconded the motion to approve the attendance of Firefighter N. Buonanno at the Principles of Instruction course starting May 7, 2018 at Malta Ridge FD and the use of any available department vehicle. **APPROVED.**
- 18.04.10.116 Commissioner Miller moved, and Commissioner Murphy seconded the motion to approve the attendance of Chief Champagne at the Flammable & Combustible Liquid Emergencies course starting April 21, 2018 and the use of any available department vehicle. **APPROVED.**
- 18.04.10.117 Commissioner Miller moved, and Commissioner Murphy seconded the motion to approve the attendance of Firefighters Braglia, Lewis, D. Baker, Reicherter, Leonard and Dippert at the Fire Police Training Seminar course at Arvin Hart FD on April 21, 2018 and the use of any available department vehicle. **APPROVED.**
- 18.04.10.118 Commissioner Murphy moved, and Commissioner Byrnes seconded the motion to approve a permissive referendum for a possible purchase of a Motor Home style vehicle (Class C) and modifications for a cost not to exceed \$115,000.00 with funds from the Apparatus Reserve Fund. **APPROVED.**
- 18.04.10.119 Commissioner Murphy moved, and Commissioner Byrnes seconded the motion to approve a sealed bid for a Motor Home style vehicle (Class C) for firefighter rehab purposes with the bid opening by May 7, 2018. **APPROVED.**
- 18.04.10.120 Commissioner Tobin moved, and Commissioner Ford seconded the motion to approve the attendance, mileage, and lodging for Commissioner Byrnes at the NYSAFC Chief Show in Verona, NY June 13-16, and approve lodging for Treasurer B. Parseghian for June 14-16. **APPROVED.**
- | | |
|---|-----------|
| Commissioners Tobin, Ford, Miller, and Murphy | YES |
| Commissioner Byrnes | ABSTAINED |
- 18.04.10.121 Commissioner Miller moved, and Commissioner Byrnes seconded the motion to approve the Chief's Report. **APPROVED.**

Commissioner Byrnes moved, and Commissioner Murphy seconded the motion to adjourn the meeting at 9:26 p.m.

Next meeting:
 Board Meeting May 8 7:00 p.m. Station 1

Note: All motions unanimously passed unless otherwise noted.

Respectfully submitted,

Judith S. Bayer
 District Manager

April 10, 2018

District Manager REPORT:

Previously distributed March 13, 2018 Board Meeting minutes

Correspondence Received:

Correspondence Sent:

1. 3-19-2018: Sympathy card sent to the family of M. Aidala.

Buildings & Grounds:

1. **Request to serve beer and/or wine at a social event sponsored by R. Craver on May 19, 2018.**

Miscellaneous:

1. 4-10-2018: Utica workman's comp audit completed.
2. **Old members files project has been completed and the master summary list has been updated with required information (length of service times) and the records of members who have left more than 6 years ago will be disposed (per NYS Retention and Disposition of Records MU-1 Schedule) at 3N Document Destruction in the very near future.**

End of District Manager's Report.

TREASURER'S REPORT:

Submitted for the April 10, 2018 Board Meeting

Financial:

1. Petty cash reconciliation.

Training:

Request for me to attend the 2018 Chief's Show and for expenses (including registration fee of \$80, travel, and lodging) from June 14th – June 16th

Personnel:

Correspondence Received:

Miscellaneous:

Reminder: Annual audit will be May 21st and 22nd

End of Treasurer's Report.

Purchasing Director Report

Informational/Discussion

- Bulldog/KME has removed the charge for bringing and returning vehicles form PM's or repairs
- April 24th MES will be doing annual Hurst tool PM's
- Sale of current MED trucks? Start to research sale prices etc.?
- Will have a majority of fire fighter helmets go OOS in 2019. Would suggest purchasing small amounts over next 18 months. – Approx. \$345 apiece 50-60 helmets total
- Possibilities of replacement of Rehab Unit – Have RFP and Specs completed for review if BOC wants to move forward. Approx. \$115,000 for project - Vehicle cost, emergency lighting and install, wrapping of vehicle, radio swap and install, interior vinyl wraps of mattresses

Items for Approval

1. Emergency brake work on E-371
 - a. Estimate came in at \$7950 – Actual bill turned out to be \$9395.31
 - i. Spoke with KME, unforeseen additional parts and labor once project began.
2. Delivery charge of \$630 for Suburban's. Not seen on original paperwork from OGS
3. Repair depressed north driveway section at Station 2 approx. \$1500-\$2000
4. Dispose of 12 fire helmets due to age

Chief's Report for April 10, 2018

Informational

Congratulations to the crews that responded to the two fatalities (Kinns Road; Main Street) that occurred during the month of March as Firefighters of the Month.

Board approval granted for Vischer Ferry Fire Department to utilize the mezzanine and stairwell at Station 2 on April 23, 2018 to conduct a FAST drill.

CAD anticipated to go live mid-summer

County Rehab – the plan is to divide the county by utilizing the resources from Greenfield and Jonesville. As soon as I receive a copy of the final plan, I will advise.

Walk thru of the FTC will take place in April to determine the necessary repairs

The initial and annual window bailout training requalification has been completed. There are a few firefighters with whom future arrangements will be made to complete their training due to scheduling or other circumstances at this time.

Training/Events

Request for Dan Beaudoin, Ben Hogan and Sarah Buck to attend the Firefighter Survival course being held in Schuylerville beginning on April 10, 2018.

Request for Bob Fox to attend the Traffic Incident Management course being offered in Montgomery County beginning April 21, 2018.

Request for Nick Buonanno to attend the Principles of Instruction course being held in Malta Ridge beginning May 7, 2018.

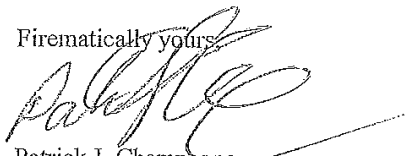
Request for Gary Braglia, Craig Lewis, Don Baker, Gerry Reicherter, Bob Leonard and Tom Dippert to attend the Fire Police Training Seminar at Arvin Hart Fire Department on April 21, 2018.

Chief Champagne was granted approval to attend the Flammable & Combustible Liquid Emergencies that began last evening at Schuyler Heights Fire Department.

Personnel

I am extending Mike Dittmer's probation an additional three months.

Firematically yours



Patrick J. Champagne
Chief – Jonesville Fire Department