

JONESVILLE FIRE DISTRICT
Board of Fire Commissioners Meeting
Station #1

Date: March 12, 2019

Time: 7:02 p.m.

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

Guests: Bob Fox ,1AC Geoff Frey, David Meager and Marcus Maringola

Commissioner Jim Miller presided over the meeting at 7:00 p.m.

Open to the Public:

No one came forward.

Membership:

No new member applications.

Minutes:

19.03.12.084 Commissioner Murphy moved, and Commissioner Byrnes seconded the motion to approve the Board Meeting Minutes of Feb. 12, 2019. **APPROVED.**

Claims:

19.03.12.085 Commissioner Byrnes moved, and Commissioner Ford seconded the motion to approve payment of claims: (019124- 019166). **APPROVED.**

District Manager Report:

Discussion:

- Judy commented that ABS Solutions invoiced McNeil & Company directly for the cyber breach claim but there will be a \$250 deductible.
- Judy commented that the thirty-day period of posting the 2018 List of Members Qualifying for LOSAP will end on March 14, 2019 and the list will be forwarded to Penflex Inc. for processing.

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

Commissioner Tobin enters the room at 7:05 p.m.

Treasurer's Report:

Discussion:

- A discussion was held on 2018 surplus and 2019 budget.
- A discussion was held possible grant opportunities with the consensus not to file for the Recruitment/Retention Grant this year due to changing requirements but to do further research on the Panasonic Grant for technology related projects. Breann commented she would forward the grant information to Commissioner Miller.
- Breann requested approval to attend the AFDSNY training on May 3-4, 2019 at a cost up to \$300.

19.03.12.087 Commissioner Ford moved, and Commissioner Tobin seconded the motion to approve the attendance of B. Parseghian at the AFDSNY Training Conference on May 3-4, 2019 to include conference fee of \$300 and mileage and per diem. **APPROVED.**

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

Dave Meager and Marcus Maringola enter the meeting at 7:15 p.m.

Dave Meager and Marcus Maringola passed out the Summary Insurance booklet from Amsure Insurance and discussed some changes to our policy and current lobbying efforts. A discussion followed.

D. Meager and M. Maringola exit the meeting at 7:33 p.m.

Purchasing Director's Report:

Discussion:

- A discussion was held on renewing the Philips MRx monitor PM agreement with the consensus to table the request until the next Board Meeting.
- A discussion was held on replacing the thermal imaging cameras with the consensus to table the request until the next Board Meeting.
- A discussion was held on replacing the 2013 Tahoe with a 2019 Tahoe and included availability of a vehicle and conversion options.
- Bill asked the Board to approve the purchase of air quality kits at a cost of \$2101.19 and approve payment to TRI Air Testing.
- A discussion was held on upgrading to Sophos Cyber Security software, new computers for the District Manager, Purchase Director and Chief.
- A discussion was held on installation of 2nd control screen on R373 with the consensus to table the request until the next meeting.
- A discussion was held on fire hose, ladder and pump testing for 2019.

19.03.12.089 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the purchase of a 2019 Chevrolet Tahoe from Denooyer Chevrolet to replace Car369 and approve conversion of expenses from misc. vendors at a cost not to exceed \$55K. **APPROVED.**

19.03.12.090 Commissioner Tobin moved, and Commissioner Byrnes seconded the motion to approve the purchase of an air quality testing kit from TRI Air Testing at a cost of \$2401.19 and approve payment of invoice. **APPROVED.**

19.03.12.091 Commissioner Tobin moved, and Commissioner Byrnes seconded the motion to approve the purchase of a 3-year license from Sophos Cyber Security at a cost of \$1,558.79 and labor to install new software and remove old software at cost not to exceed \$832.50 from ABS Solutions. **APPROVED.**

19.03.12.092 Commissioner Tobin moved, and Commissioner Byrnes seconded the motion to approve the purchase of three (3) desktop computers for the District Manager, Purchasing Director and Chief from ABS Solutions at a cost not to exceed \$8,664. **APPROVED.**

19.03.12.093 Commissioner Byrnes moved, and Commissioner Ford seconded the motion to approve the contract with Hudson Valley Waterway for fire hose, ladder and pump testing at a cost of \$6,470.64. **APPROVED.**

19.03.12.094 Commissioner Miller moved, and Commissioner Tobin seconded the motion to accept the Purchasing Director's Report. **APPROVED.**

Chief's Report:

Discussion:

- Chief Champagne commented that Chuck Fannucci was named Firefighter of the Year for February 2019.
- A discussion was held on various training requests.
- A discussion was held on quotes and information on the Motorola APX 4000 and 4500 radios and possibility of exploring some grant opportunities. Chief Champagne commented that he will be attending a meeting on March 24th and hopefully gather more information.
- Chief commented that FF S. Shost was released from probation and placed on full active status.
- Chief commented that the Apparatus Committee has received and reviewed the initial specifications of a new Engines from a possible vendor. The committee has provided feedback to the vendor. He has responded and the committee will review.

19.03.12.095 Commissioner Tobin moved, and Commissioner Byrnes seconded the motion to approve the attendance of K. Stores at the Truck Company Course that starts March 5, 2019 at CFPD. **APPROVED.**

19.03.12.096 Commissioner Tobin moved, and Commissioner Byrnes seconded the motion to approve the attendance of B. Westlake at the Incident Safety Officer Course starting March 5, 2019. **APPROVED.**

19.03.12.097 Commissioner Tobin moved, and Commissioner Byrnes seconded the motion to approve the attendance of B. Westlake at EMT Refresher Course and approval of course fee. **APPROVED.**

19.03.12.098 Commissioner Tobin moved, and Commissioner Byrnes seconded the motion to approve the attendance of E. Mackey at the BEFO Course starting April 6, 2019 in Schenectady County. **APPROVED.**

19.03.12.099 Commissioner Tobin moved, and Commissioner Byrnes seconded the motion to approve the attendance of P. Champagne, G. Frey, B. Dell'Anno, K. Stores, F. LaVigne, M. Mendrysa, C. Lewis and C. Murman at the NFPA Live Fire 2018 Update. **APPROVED.**

19.03.12.100 Commissioner Tobin moved, and Commissioner Byrnes seconded the motion to approve the payment of Dues (\$20/member) to the Saratoga County Volunteer Fire Police Association for all current Fire Police Squad members and any future FP members upon the discretion of the Chief. **APPROVED.**

19.03.12.101 Commissioner Miller moved, and Commissioner Tobin seconded the motion to accept the Chief's Report. **APPROVED.**

Committee Reports:

Apparatus:

No report

Audit/Budget/Insurance:

A brief discussion was held on the mandatory interactive sexual harassment training. Breann commented that D. Meager and M. Maringola indicated that ESIP may provide e-Learning sexual harassment training to their insurance clients.

Building and Grounds:

A discussion was held on repairs that are needed at the driveways at both stations including any handicapped areas and dips in the driveways.

19.03.12.102 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve up to \$25K for driveway repairs at both Stations. **APPROVED.**

Capital:

No Report

Equipment:

No Report

Policy & Procedures:

No Report

NEW BUSINESS:

Commissioner Miller commented that all three Chiefs and crew did a great job at the Neets Auto Body fire.

19.03.12.103 Commissioner Miller moved, and Commissioner Tobin seconded the motion to enter into Executive Session at 8:55 p.m. for discussing matters leading to the employment of a person. **APPROVED.**

Breann Parseghian and Bob Fox exit the meeting.

19.03.12.104 Commissioner Tobin moved, and Commissioner Ford seconded the motion to exit Executive Session at 9:18 p.m. **APPROVED.**

OLD BUSINESS:

A discussion was held on the 2018 Surplus with the consensus to transfer the funds to the Apparatus and Equipment Reserve Funds.

Commissioner Miller commented on financing options on the purchase of new trucks. He further commented that there are small banks that have attractive interest rates, and he will do some research and report back at the next meeting.

19.03.12.105 Commissioner Tobin moved, and Commissioner Murphy seconded the motion to approve the transfer of \$100,000 of 2018 surplus funds to the Apparatus Reserve Fund and \$62,275.00 of 2018 surplus funds to the Equipment Reserve Fund. **APPROVED.**

Commissioner Tobin moved, and Commissioner Murphy seconded the motion to adjourn the meeting at 9:28 p.m. **APPROVED.**

Next meeting:

Board Meeting April 9, 2019 7:00 p.m. Station 1

Note: All motions unanimously passed unless otherwise noted.

Respectfully submitted,

Judith S. Bayer
District Manager

District Manager REPORT:

Previously distributed Feb. 12, 2019 Board Meeting minutes

Correspondence Received:**Correspondence Sent:**

1. 2-13-2019: List of members qualifying for Service Awards posted at both stations for thirty (30) days.
2. 2-19-2019: notice of termination sent to A. Martuscello and JJ Martuscello.
3. 2-19-2019: Sympathy card sent to A. Atwell.
4. 2-27-2019: Explorer Post renewal for 2019 sent to Twin Rivers Council.
5. 3-1-2019: sympathy card sent to the family of Winston Goodloe.
6. 3-12-2019: final acceptance letter sent to Z. Ahmad.

Buildings & Grounds:**Miscellaneous:**

1. Invoice from ABS Solutions for data breach claim was sent to McNeil & Co. directly. Total amount was \$1501.75. There is a \$250 deductible.
2. List of members qualifying for 2018 LOSAP benefits will be taken down on March 14, 2019 after having been posted for 30 days. Checks expected to put cut in early April.

TREASURER'S REPORT:

Submitted for the Match 12, 2019 Board Meeting

Financial:

1. 2018 surplus; 2019 budget.
2. Annual Update Document was successfully submitted to, and received by, OSC.
3. Bond wire transfer payment was successfully sent to and received by Depository Trust.
4. The interest rate on the money market account has increased.
5. Grant opportunities.

Training:

Request for \$125 fee, plus mileage, travel, etc. to attend AFDSNY training on Friday, May 3rd in Albany, NY.

Personnel:**Correspondence Received:****Miscellaneous:**

Annual audit May 1st – 3rd

End of Treasurer's Report.

Purchasing Director Report

Informational/Discussion

Items for Approval

1. Philips MRx monitor PM agreement. 2 Years \$4921 for both monitors
2. TIC replacements – Bullard - \$10,544 per camera
 1. FLIR - \$K33 - \$3199, K45 - \$4395, K53 - \$5298, K55 - \$5899 per camera
 2. SCOTT – V320 - \$2700 per camera
3. New Tahoe to replace 2013 Tahoe – Current production time is 8-12 weeks. 90-180 days is general timeframe from OGS for possible delays during production
 - a. Gov Quote - \$34,900 March 21, 2019 deadline for placing an order 10-14 weeks delivery
 1. \$36,150 Mall Chevrolet 8-10 weeks for delivery
 2. \$48,178 Bical Chevy
 - b. Denooyer - \$39,500 has vehicle on lot
 - c. OGS – Van Bortel Chevy - \$34,544.26 90-180 days delivery
 - i. Cappellino Chevy – \$34,856.31 90-180 days delivery

Lighting for new Chief's car – up to \$6,749.89 – Depending on what is desired \$5400-\$5900
Whelen product + Additional lighting

Conversion of new Chief's car – Approx. \$3,400 – number from last Chief's car conversion

Wrapping and lettering of Chief's car - \$2,275 Vital Signs

Misc. Items - \$2,000

4. TRI Air Testing – Air quality test kits for upcoming 12 months - \$2,401.19
 - a. Please approve to pay this bill as this price is a prepayment with a discount.
5. Sophos Cyber security – 3-year license \$1,558.79 – 1 Year license \$779.88
 - a. Labor to install new and remove old security system – \$832.50
6. New Computers Judy, Bill, PJ - \$1638 per computer + \$625-\$1250 per computer for setup and info transfer – Up to \$2,888 per computer for a total of \$8,664 High end estimate for 3 new computers
7. Installation of 2nd control screen on officer side of rescue - \$ 4120 Approx. May be a little higher or lower depending on time and/or additional parts – Vehicle would have to go to Garrison's shop JVFD would be responsible for transport
8. Fire hose, ladder and pump testing for 2019
 - a. Waterway - \$6,470.64
 - b. Safety First Fire Equipment Testing - \$6,063.50

Chief's Report for March 12, 2019

Informational

Congratulations to Chuck Fannucci as Firefighter of the Month for February in putting together another successful banquet and making our 100th anniversary a success.

Training/Events

Request for Kaleb Stores to attend the Truck Company course that began at Clifton Park on March 5, 2019.

Bonnie Westlake was also added to the course roster to attend Incident Safety Officer Course that began March 5, 2019.

Request for Bonnie Westlake to register for the EMT Refresher. Literature has been provided.

Request for Erin Mackey to attend the BEFO course taking place in Schenectady County beginning April 6, 2019.

Request for Chief Champagne, Frey and Dell'anno, Kaleb Stores, Franz Lavigne, Mike Mendrysa, Craig Lewis and Chris Murman to attend the NFPA 1403 Live Fire 2018 update. The venues are Burnt Hills, Gansevoort, Middle Grove and Hillcrest.

Seeking approval of dues for a three year term on eight applications for membership in the Saratoga County Volunteer Fire Police Association. Ross Byrnes, Gary Braglia, Albert Baker, Donald Baker, Patrick Liddy, Geral Reicherter, Craig Lewis and Richard Forgea.

Apparatus/Chief's Vehicles/Equipment/Stations

The apparatus committee has received and reviewed the initial spec in addition to providing comments and questions to Nate. He has responded and the committee will review.


Attached are price quotes and information regarding the Motorola APX 4000 and 4500 radios that I was provided by the county fire coordinator. These will replace the 1500/2500 radios.

Requested and received price quotes from Bill Adams for Bullard and FLIR thermal imaging cameras. I provided Bill with model numbers of various cameras that we would like to demo and potentially purchase.

Personnel

Released Steve Shost from probation and placed him on full-active status.

Firematically yours,



Patrick J. Champagne
Chief – Jonesville Fire Department

