

JONESVILLE FIRE DISTRICT
Board of Fire Commissioners Meeting
Station #1

Date: May 14, 2019

Time: 7:04 p.m.

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

Guests: Bob Fox

Commissioner Jim Miller presided over the meeting at 7:04 p.m.

Membership:

No new member applications

Minutes:

19.05.14.133 Commissioner Tobin moved, and Commissioner Byrnes seconded the motion to approve the minutes of April 9, 2019. **APPROVED.**

Treasurer's Report:

Discussion:

- Due to actual costs of RecruitNY expenditures, Breann request the Board amend resolution #19.04.09.118 to reflect approval up to \$1450.00.
- Breann commented that our annual audit by Bryans & Gramuglia went very well and the AUD and Audit figures matched. She further commented that the only suggestion was to reconcile the quarter 941 statements against our Quickbook figures.
- A discussion was held on bank interest rates with the consensus to check with a third bank for comparison. Breann indicated she would have the figures by the next Board Meeting.
- Breann commented that she is attended various seminars at the annual AFDSNY on May 2-3, 2019 and we received a Train the Trainer – Sexual Harassment certificate. A discussion followed about implementing the sexual harassment training utilizing MacNeil & Co. training material with the consensus to coordinate with 2AC B. Dell'Anno to include the training on one of the drill nights, and Members who can't attend the drill training have the option of taking an e-learning course.
- Breann commented that she also attended Secretary training and Legal Issues training courses.

19.05.14.134 Commissioner Miller moved, and Commissioner Tobin seconded the motion to approve the transfer of Funds in the Reserve CD accounts to the respective Reserve Savings Accounts. **APPROVED.**

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

Claims:

19.05.14.136 Commissioner Tobin moved, and Commissioner Ford seconded the motion to approve payment of claims 019213-019293. **APPROVED.**

Purchasing Director's Report

Discussion:

- Bill Adams requested approval to renew the Office 365 Business premium license for another year.
- Bill requested approval to dispose of 5 pieces of expired turnout gear.
- Bill submitted a list of Station projects that are on a schedule to be completed.

19.05.14.137 Commissioner Tobin moved, and Commissioner Murphy seconded the motion to approve the renewal of the Office 365 Business Premium License at a cost of \$990.00. **APPROVED.**

19.05.14.138 Commissioner Tobin moved, and Commissioner Ford seconded the motion to approve the proper disposal of five pieces of expired turnout gear. **APPROVED.**

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

District Manager Report:

Discussion:

- Judy commented that MacBoston has asked for permission to store their caisson inside Station 2 before and after the 100th Anniversary event on May 18th. Commissioner Miller commented that he would like to include the storage of up to 8 golf carts as well. A brief discussion followed.

19.05.14.140 Commissioner Tobin moved, and Commissioner Ford seconded the motion to approve the storage of the MacBoston caisson and up to 8 golf cards at Station 2 for a period of time that is needed. **APPROVED.**

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

Chief's Report:

Discussion:

- A brief discussion was held on CFPD utilizing the bailout window at Station 2 for training. Bill Adams reminded Chief Champagne that a car wash is being held that day between 11 am and 1 p.m.
- A discussion was held on various apparatus requests at National Night Out on Aug. 6, 2019 and at the 100th Anniversary Festivities at the Clifton Common on May 18, 2019.
- Chief Champagne commented that VRS will be providing the final specifications on a new engine and he should have it by the next meeting.
- A discussion was held on purchasing new Fire Police vests and jackets that are ANSI/ISEA 107-2018 Type P Public Safety compliant. The consensus was for Chief Champagne to meet with the Fire Police Captains to go over the specifications and then provide the information to the Purchasing Director.

- 19.05.14.142 Commissioner Tobin moved, and Commissioner Miller seconded the motion to approve the participation of apparatus and crew at TOCP National Night on August 6, 2019. **APPROVED.**
- 19.05.14.143 Commissioner Tobin moved, and Commissioner Miller seconded the motion to approve the participation of R373 and ETA 372 in the festivities and crew to remain on site at the Clifton Common after the 100th Anniversary Parade on May 18, 2019. **APPROVED.**
- 19.05.14.144 Commissioner Tobin moved, and Commissioner Byrnes seconded the motion to accept the Chief's Report. **APPROVED.**

Open to the Public:

JVFC Treasurer Bob Fox commented that all required State and Federal forms have been submitted. Commissioner Miller asked that the JVFC spray for bees and other insects at the pavilion in a timely manner this year.

Committee Reports:

Apparatus:

Commissioner Murphy commented that he saw the Gear Clear equipment that was installed in the new Chief's car and was impressed. He further commented that if the system works, he would like to see similar units installed in the other two Chief's cars. A discussion followed about swapping the radios out between the Chiefs' cars and Bill Adams commented that a plan is in place.

Audit/Budget/Insurance:

No Report

Building and Grounds:

Bill Adams commented that a contractor who is working on the development project behind Station 2 asked permission to park his construction trailer for five months behind Station 2. Bill further commented that he told the contractor that a strip of land just North of the Morton building belongs to the owner of the of the development project and he gave the contractor the owner's contact information.

Commissioner Ford commented on the standing water issue at Station 2 and Commissioner Miller commented that we can maintain it by putting in a trench, but we cannot put in a drainpipe as that could divert the flow and possible affect some wetlands.

Commissioner Miller commented that Kieran Lynch and staff are prepping the area around the Memorial Statue at Station 1 and that Kieran Lynch is supplying the labor at no charge, but the District is purchasing the landscaping materials.

Capital:

No Report

Equipment:

No Report

Policy & Procedures:

No Report

19.05.14.145 Commissioner Miller moved, and Commissioner Ford seconded the motion to enter into executive session at 8:20 p.m. to discuss matters leading to the employment of a person. **APPROVED.**

Bill Adams, Bob Fox and Breann Parseghian exit the meeting.

19.05.14.146 Commissioner Miller moved, and Commissioner Byrnes seconded the motion to exit executive session at 9:02 p.m. **APPROVED.**

19.05.14.147 Commissioner Tobin moved, and Commissioner Byrnes seconded the motion to end the suspension of J. Bruns effective immediately. **APPROVED.**

A discussion was held on the driveway repairs at Station 2. Commissioner Miller commented that \$32K was spend on the driveway and it was not done correctly. He further commented that it needs more repairs and unfortunately; we have no recourse to go after the company because they are now out of business.

A discussion was held on the 100th Anniversary and festivities. Chief Champagne commented that RLFD will provide standby duties between noon and 8 p.m. Judy inquired if they will be standby at Station 1 and if so, should she provide lunch and dinner and Chief Champagne answered in the affirmative.

OLD BUSINESS:

None

NEW BUSINESS:

None

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

Next meeting:

Board Meeting June 11, 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 April 9, 2019 Board Meeting minutes

Correspondence Received:

1. 4-19-19: voice message from C. Fannucci notifying FD of a minor injury incurred on April 16 mutual aid standby call for RLFD. No medical attention sought.
2. 4-23-2019: resignation from T. Gizzi effective May 3, 2019.
3. 4-24-2019: get well card sent to T. Dippert.
4. 4-30-2019: \$765 payment received from Shelter Point for disability claim on B. Adams. 25 sick hours credited back to B. Adams.

Correspondence Sent:

1. 4-10-2019: permissive referendum sent to Daily Gazette and TU for possible purchase of five thermal imaging cameras. Published April 15, 2019 in Daily Gazette and TU.
2. 4-10-2019: Notice and proof of claim for disability benefits sent to Shelter Point for B. Adams.
3. 4-15-2019: Notice send to Shelter Point DBL that K. Sarsick has returned to work on 4-15-2019.
4. 4-16-2019: Notice send to Shelter Point DBL that B. Adams has returned to work on 4-15-2019.
5. 4-16-2019: email sent to Amsure adding 2019 Chevrolet Tahoe SSV to our insurance rolls.

Buildings & Grounds:**Miscellaneous:**

1. Permission needed to store MacBoston caisson before and after the 100th Anniversary event.

End of District Manager's Report.

Purchasing Director Report

Informational/Discussion

1. 17 work orders submitted over last month, all 17 completed
2. List of ongoing projects to be completed over the summer is attached to report
3. Globe gear distributors for our area – B-Lann and Garrison

Items for Approval

1. Office 365 Business premium license renewal for computers - \$ 990 -
6/22/2019-6/21/2020
2. Disposal of 5 pieces of expired turnout gear

TREASURER'S REPORT:
Submitted for the May 14, 2019

Financial:

1. Request to amend resolution 19.04.09.118.
2. Audit update.
3. Banking update.
4. Sexual Harassment training update.
5. Petty cash reconciliation.

Training:

Personnel:

Correspondence Received:

Miscellaneous:

End of Treasurer's Report

