

**BOARD OF FIRE COMMISSIONERS MEETING
JONESVILLE FIRE DISTRICT**

953 Main Street
Clifton Park, NY 12065

July 1, 2021 Special Board Meeting Minutes

The July 1, 2021, Special Meeting of the Jonesville Fire District Board of Fire Commissioners to discuss the replacement of the Station #1 roof was called to order at 5:03PM by Commissioner Miller.

Present were: Commissioner Miller, Commissioner Murphy, Commissioner Tobin, and Secretary/Treasurer Parseghian.

Guests present were: None

1. APPOINTMENT OF ARCHITECT

Secretary/Treasurer Parseghian commented that per Town Education Law 7209, the District should employ an architect to evaluate the damage to the Station #1 roof and recommend repairs/replacement needed.

Resolution No. 182: BE IT RESOLVED TO approve the appointment of George Farnum as the official architect of the Jonesville Fire District.

Motion: Commissioner Miller
Second: Commissioner Tobin
ALL in favor; motion carried

Resolution No. 183: BE IT RESOLVED TO approve the District architect (George Farnum) to survey the damage to the roof at Station #1 and provide the District with his recommendations and specifications.

Motion: Commissioner Miller
Second: Commissioner Tobin
ALL in favor; motion carried

2. ARCHITECT PROPOSAL

Secretary/Treasurer Parseghian commented that Purchasing Director Adams will schedule a time tomorrow and/or beginning of next week for the District architect to come Station #1 to assess the damages to the roof and provide the District with his recommendations/assessment. She requested permission to move forward with advertising for sealed bids for the project upon receipt of the architect's recommendations.

Resolution No. 184: BE IT RESOLVED TO accept the recommendations of the District architect (George Farnum) regarding the damage to the roof at Station #1, and upon receipt of the recommendations move forward with advertising for sealed bids for the repair/replacement of the roof at Station #1.

Motion: Commissioner Miller
Second: Commissioner Tobin
ALL in favor; motion carried

3. PAYMENT OF ARCHITECT

Secretary/Treasurer Parseghian requested approval for payment of the fee to District architect George Farnum upon receipt of the invoice in the event payment is needed in advance of the proposal.

Resolution No. 185: BE IT RESOLVED TO approval of payment of the fee to District architect George Farnum upon receipt of the invoice for his surveillance of the damages to the roof at Station #1, in the event payment is needed in advance of the recommendation report.

Motion: Commissioner Miller
Second: Commissioner Tobin
ALL in favor; motion carried

4. SEALED BID NOTICE

Secretary/Treasurer Parseghian commented that in the event the damages exceed \$20,000 (purchase contract) or \$35,000 (public works), that the District needs to go out to bid for roofing companies. She further commented the bid specs should be based on the District architect's recommendations.

Resolution No. 186: BE IT RESOLVED TO put an advertisement in the District newspaper and to accept sealed bids for the Station #1 roof project.

Motion: Commissioner Miller

Second: Commissioner Tobin

ALL in favor; motion carried

5. BUILDING RESERVE FUND REFERENDUM

Secretary/Treasurer Parseghian suggested that the funding for the Station #1 roof project come from the Building Reserve Fund and requested a permissive referendum be placed in the District newspaper.

Resolution No. 187: BE IT RESOLVED TO take up to \$60,000 from the Building Reserve Fund for Station #1 roof project, and to place a permissive referendum for such in the District newspaper.

Motion: Commissioner Tobin

Second: Commissioner Murphy

ALL in favor; motion carried

6. GENERAL FUND INTERIM USE, IF NECESSARY

Secretary/Treasurer Parseghian requested if the appointed roofing company needed payment for any portion of the project prior to the expiration of the permissive referendum that funding could come from the General Fund and later be reimbursed to the General Fund from the Building Reserve Fund.

Resolution No. 188: BE IT RESOLVED TO take up to \$60,000 from the General Fund, later to be reimbursed by the Building Reserve Fund, if any portion of the Station #1 roof project needed to be funded prior to the expiration of the permissive referendum.

Motion: Commissioner Tobin

Second: Commissioner Murphy

ALL in favor; motion carried

7. AWARD CONTRACTOR JULY 13, 2021

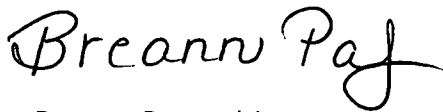
Secretary/Treasurer Parseghian commented that the advertisement for the sealed bids would be sent to the District newspaper, with an expiration date of 5-7 days, and requested that the Board award the contractor at the July 13, 2021 Board Meeting.

8. CHAIRMAN ADJOURNS THE MEETING

Resolution No. 189: BE IT RESOLVED TO adjourn the Special Meeting at 5:08PM.

Motion: Commissioner Miller
Second: Commissioner Tobin
ALL in favor; motion carried

Respectfully submitted,



Breann Parseghian
District Treasurer/District Secretary