



GATES FIRE DISTRICT



2355 Chili Avenue, Rochester, New York 14624

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www.gatesfd.org

Serving Territory in the Towns of Gates and Chili, N. Y.

**Gates Fire District
Board of Fire Commissioners
Regular Commission Meeting
Thursday, February 23, 2023
6:30 PM**

UNAPPROVED MINUTES

Attendance

Daniel Cox Chairman
Louis Comenale, Jr., Vice Chairman
David Hancock, Commissioner
James Werth, Commissioner
David DiCaro, Commissioner
Alan R. Bubel, District Fire Chief
Timothy D. Goole, District Assistant Fire Chief
Brittany Gould, Treasurer
Julie Spencer, Deputy District Treasurer
Donna Capone, District Secretary

Guests

**See attached sign-in sheet

Absent

Mark C. Butler Esq., Legal Counsel

Chairman Cox called the Regular Commission Meeting of the Gates Fire District to order at 6:31 p.m.

Pledge of Allegiance was led by Commissioner Werth.

Chairman Cox identified all the emergency exits within the building.

**Would any of the guests like to address the Board at this time?
(please state your name and address)**

Charles Johnson, addressed the Board.

Approval of Prior Meeting Minutes:

Motion to approve the January 26th, 2023, Commission Meeting Minutes made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Treasurer's Report – presented by Brittany Gould:

Accounts Payable Report: Bills to be paid since the last meeting in the total amount of \$334,921.45 were presented by the Treasurer and were audited by the Board of Fire Commissioners. All Commissioners in attendance signed the attachment to the Treasurer's Office list of vouchers approved to be paid.

Motion and Resolution to approve the Accounts Payable Report for the February 23th, 2023, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of \$334,921.45 made by Commissioner Comenale and seconded by Commissioner DiCaro. Commission polled: All approved.

January LOSAP Summary Report presented.

Motion to approve the January LOSAP Summary Report made by Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Motion to approve **Resolution 2023.2.23.1 (see attached)** made by Commissioner DiCaro and seconded by Commissioner Hancock. Commission polled: Commissioner DiCaro-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner Comenale-approved, Commissioner Cox-approved.

District Secretary's Report – Donna Capone:

Assistant Chief Goole distributed General Order 23-003 to All Personnel regarding Vehicles In/Out of Service.

Chief Bubel distributed Informational Bulletin 23-002 to All Personnel regarding Command Staff Opening.

Association of Fire Districts of the State of New York Proposed By-Law Amendments.

Chief Bubel distributed Informational Bulletin 23-003 to All Personnel regarding him being Out of Town.

Legal Notice was received from the Chili Zoning Board of Appeals.

Chief Bubel distributed Informational Bulletin 23-004 to All Personnel regarding his being Out of Town.

Chief's Report – Alan R. Bubel:

Workplace Violence Risk Assessment-time for our Health and Safety Officer and Committee review. FF St. Hilaire and IT Coordinator A. Rossi were working on upgrades and/or repairs to the security cameras at all three Stations and the Administration Building. Shane provided initiatives and resources now available locally. We have a three-pronged attack on the workplace violence assessment.

COVID-19 Masking Update-New York State Department of Health new guidance is that masks are no longer required in any New York State Health Care Facilities, however, our masking protocol which is we wear a mask in any health care facility will remain in place for the safety of our members.

Rescue Boat Purchase and Boat Trailer Upgrades-On behalf of the Fire Department; their efforts to seek funding from Wegmans for the purchase of the rescue boat and trailer upgrades have been successful. Thank you to Wegmans again.

Received correspondence from the New York State Homeland Security Emergency Services regarding reimbursement for activities associated with the State Fire Mobilization and Mutual Aid Plan Activation back in December (deployment to Erie County). We are able to be reimbursed for hours worked for four members and for fuel used during the deployment. Total amount submitted was \$16,803.67. More information to follow.

Monroe #1 Boces EMS Interns Contract for 2023. The Board authorized participation in this program back in November. The contract is identical to past contracts. Requesting approval to have the Chairman sign off on the contract.

Motion to approve the Chairman of the Board to sign off on the Monroe #1 Boces EMS Interns contract for 2023 made by Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Training Budget Requests:

Chief sent Training requests to Board of Fire Commissioners for review prior to the meeting totaling \$4,602.30 and use of a district vehicle plus a late entry from Community Risk Reduction to attend the Fire and Life Safety Educators Conference at a cost of \$50.00 in Montour Falls. For a total cost of \$4,652.30.

Motion to approve the training requests for a total cost of \$4,652.30 and use of a district vehicle made Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Health and Safety Expenditures:

Request to spend \$19.50 for a garden hose to outfit 4510 with a cancer decon kit. From account 518-400 and there are sufficient funds.

Motion to approve the purchase of a garden hose at a cost of \$19.50 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Request to spend \$25.00 for a hose adapter to outfit 4510 with a cancer decon kit from account 518-400 and there are sufficient funds.

Motion to approve the purchase of a hose adapter at a cost of \$25.00 made by Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Request to spend up to \$150.00 for the purchase electrolyte rehab supplies from account 518-400, there are sufficient funds.

Motion to approve the purchase of electrolyte rehab supplies at a cost not to exceed \$150.00 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Request to spend up to \$300.00 for the purchase of firefighter decon soap from account 518-400 and funds are sufficient.

Motion to approve spending up to \$300.00 for the purchase of firefighter decon soap made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Request to purchase a Cybex 525 total body arc trainer from G&G Fitness at a cost of \$5,999.00 under NYS Contract 30204 from account 518-300 funds are sufficient.

Motion to approve the purchase of a Cybex 525 total body arc trainer from G&G Fitness at a cost of \$5,999.00 made by Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Parade approvals:

Request to send one Engine Company and the 1933 Mack to the St. Patrick's Day parade Saturday March 11th.

Motion to approve sending one Engine Company and the 33 Mack to the St. Patrick's Day Parade made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

Request to send on Engine Company Rush Fire Department Parade on Friday, August 11th.

Motion to approve sending on Engine Company to the Rush Fire Department Parade on Friday, August 11th made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

Request from Churchville Fire Department to use our Fire Safety Trailer for their open house sometime in October. Request to send the Hazard House and up to two members.

Motion to approve Churchville Fire Department to use our Fire Safety Trailer and send up to two member for their open house made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Thank you from Boy Scouts of America Troop 178 for their walk through of Station 1.

Out of Office tomorrow and next week at attending the Center for Public Safety Excellence conference. Returning to the Office on March 6th.

Assistant Chief's Report –Timothy D. Goole:

Purchase Request

Looking for permission to purchase four miscellaneous 55-gallon drums of fluids from Deckman Oil Company in the amount of \$2,498.25. This was previously approved via email.

Motion to approve the purchase of four miscellaneous 55-gallong drums of fluids from Deckman Oil Company in the amount of \$2,498.25 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Surplus Request

Permission to surplus a Haul Safe Confined Space Personal Rescue Device from 4528. This piece of equipment has reached it's life expectancy and has no value to the district.

Motion to approve the surplus of a Haul Safe Confined Space Personal Rescue Device that has no value to the district made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Permission to surplus the slide out tray center console, light bar, and siren controller from the old 4567. The items have very minimal value to the district and I would like to try and sell the items.

Motion to approve the surplus and sale of a slide out tray center console, light bar, and siren controller from the old 4567 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Apparatus-Engine 2 (old 4522) equipment has been stripped. Would like permission to surplus and sell it.

Motion to approve the surplus and sale of the old 4522 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

4528 currently in for its preventative maintenance and there is a leak in the fuel tank. Cost for a used one is \$600.00, new tank \$1,200.00. Would like to purchase a used one. Not to exceed \$1,200.00.

Motion to approve the purchase of a fuel tank cost not to exceed \$1,200.00 made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

A meeting with the apparatus commissioners was held regarding 4528. That piece of apparatus is currently 22 years old and the amount of time and use of it, it does not meet our needs anymore, request to surplus and sell.

Motion to approve the surplus and sale of 4528 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

Out of Office tomorrow

Request Executive Session regarding a personnel matter.

Chairman Cox's Report:

Insurance Claim for 4C15 vehicle.

Station 2 hydrant-received an agreement from Monroe County Water Authority. Working with legal counsel for approval.

Request for Executive Session for a personnel matter.

Vice Chairman Comenale's Report:

No Report

Commissioner Hancock's Report:

Move forward with Civil Service position of the Maintenance Mechanic 1 position.

Motion to approve moving forward with the Civil Service position Maintenance Mechanic 1 made by Commissioner Cox and seconded by Commissioner DiCaro. Commission polled: All approved.

Commissioner Werth's Report:

No Report

Commissioner DiCaro's Report:

Building repair issues at Station 1

Received two bids for Steel Access Roof Ladder for Station 1, one was from D'Agostino Iron Works in the amount of \$5,125.00 and the second one was from MSH at a cost of \$9,009.60.

Motion to approve the quote from D'Agostino Iron Works to put in a steel access roof ladder at Station 1 in the amount of \$5,125.00 made by Commissioner DiCaro and seconded by Commissioner Werth. Commission polled: All approved.

General topics-progress on Volunteer recruitment.

Mark C. Butler, Esq.

Excused

Executive Session:

Motion made at 7:01 p.m. by Commissioner Hancock and seconded by Commissioner Werth to enter Executive Session for the purpose of discussion regarding *the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation and for potential litigation*. Roll Call Vote: Commissioner Comenale-Aye, Commissioner Hancock-Aye, Commissioner Werth-Aye, Commissioner DiCaro-Aye, Commissioner Cox-Aye.

A motion to exit Executive Session made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

The Board exited Executive Session and returned to Open Session at 7:30 pm. **The Board took no action in Executive Session.**

Open Session:

Commissioner Werth's report was missed.

Permission to extend offers of employment to four candidates.

Motion to approve extending offers of employment to four candidates made by Commissioner Cox and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-opposed, Commissioner Cox-approved.

Adjournment:

Motion to adjourn the February 23rd, 2023, Regular Commission Meeting at 7:32 p.m. made by Commissioner Hancock and seconded by Commissioner Werth. Commission polled: All approved.

Respectfully submitted,

Donna Capone
District Secretary



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RESOLUTION AUTHORIZING PARTICIPATION IN NYCLASS NEW YORK COOPERATIVE LIQUID ASSETS SECURITIES SYSTEM

Resolution 2023.2.23.1

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o (Section 119-o) empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, towns and villages, and districts] to enter into, amend, cancel, and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers, and duties on a cooperative or contract basis;

WHEREAS, the Gates Fire District wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019;

WHEREAS, the Gates Fire District wishes to satisfy the safety and liquidity needs of their funds;

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That Brittany Gould, Treasurer of the Gates Fire District is hereby authorized to participate in the NYCLASS program under the terms of the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019.

Commissioner DiCaro moved, Commissioner Hancock seconded, and the Board of Fire Commissioners voted as follows:

Name:	Voting: Aye or Nay:
Chairman Cox	Aye
Commissioner Comenale	Aye
Commissioner Hancock	Aye
Commissioner Werth	Aye
Commissioner DiCaro	Aye

The foregoing resolution was thereupon declared duly adopted.

February 23, 2023

Donna Capone, Secretary
Gates Fire District