



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, October 12, 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-Excused

Chairman Cox called the Regular Commission Meeting of the Gates Fire District to order at 6:30 p.m.

The Pledge of Allegiance was led by Lieutenant Nardone.

Chairman Cox identified all the emergency exits within the building.

**Guests-would any of the guests like to address the Board at this time?
(Please state your name and address)**

The guests declined to address the Board.

Approval of Prior Meeting Minutes:

Motion to approve the September 28th, 2023, Commission Meeting Minutes made by Commissioner DiCaro and seconded by Commissioner Werth. Commission polled: All approved.

Treasurer's Report – presented by Brittany Gould:

Treasurer's Report presented.

Motion to approve the Treasurer's Report as September 30th, 2023, made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

Monthly Check List Report presented.

Motion to approve the Monthly Check List Report made by Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Profit and Loss Report presented.

Request permission to move budgeted funds in the amount of \$70,716.38 from medical account line item to cover the over/under account line items.

Motion to approve the Profit and Loss Report and approve to move budgeted funds in the amount of \$70,716.38 from medical account line item to cover the over/under account line items made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Accounts Payable Report: Bills to be paid since the last meeting in the total amount of \$185,399.70 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 October 12th, 2023, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of \$185,399.70 made by Commissioner Comenale and seconded by Commissioner Werth. Commissioner Comenale-Aye, Commissioner Werth-Aye, Commissioner Hancock-Aye, Commissioner DiCaro-Aye, Commissioner Cox-Aye.

September LOSAP Summary Report presented.

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

LOSAP Funding the budgeted amount of \$50,000.00 for the LOSAP program.

Motion to approve payment of the budgeted amount of \$50,000.00 for the LOSAP program made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

District Secretary's Report –Donna Capone:

Chief Bubel distributed Informational Bulletin 23-040 to All Personnel regarding Firefighter Jeff West (Group 5).

Chief Bubel distributed Informational Bulletin 23-041 to All Personnel regarding him being Out of Town.

The Notice of Public Hearing was published in the Rochester Business Journal on October 6, 2023.

We received notification from the Monroe County Board of Elections that Voting Machines and privacy booths will be delivered on October 31st between 8:00 am and 4:00 pm to Station 1 and Station 2.

The Published Notice of Budget Hearing was delivered in person to the Town of Gates and the Town of Chili on October 11th, 2023.

Assistant Chief Goole distributed Informational Bulletin 23-042 to All Personnel regarding Group Assignments.

Thank you received from Mary Beth Dambra for the luncheon given for her last day.

Chief's Report – Alan R. Bubel:

September 2023-412 Calls for Service with 1,216 members attending.

1 working fire at 111 Cadillac Avenue on September 12th.

Career recruits continue to do well in the academy.

Firefighter Jeff West (Group 5) has transitioned to Life Member Status.

Ground Ladder Testing on October 17th. This should be the conclusion.

Pump Testing has been completed with no major failures or breakdowns.

District/Town Snowplow and Inspection IMA. A note sent over to Kurt Rappazzo today, he has not responded as of today.

Expense Requests:
Health and Safety Officer:

Out of account 552-100 renew the Volunteer Firefighter Cancer Benefit Program, the enhanced plan is the one we are enrolled in and gives our volunteers the greatest coverage. The estimated premium is \$2,725.66.

Motion to approve the renewal of the Volunteer Firefighter Cancer Benefit Program at an estimated cost of \$2,725.66 made by Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Municipal Training Officer:

Out of account 541-980 request to purchase a 3-ton floor jack in the amount of \$320.00.

Motion to approve the purchase of a 3-ton floor jack in the amount of \$320.00 made by Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Out of account 541-980 request to spend \$1,996.00 to purchase two load cell kits.

Motion to approve the purchase of two load cell kits at a cost of \$1,996.00 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Request use of a district vehicle for one member to attend Rope Rescue Operations Training.

Motion to approve use of a district vehicle for one member to attend Rope Rescue Operations Training made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Community Risk Reduction:

Request to spend out of account 548-000, \$600.00 for supplies for the upcoming Santa Open House.

Motion to approve to spend \$600.00 for supplies for the upcoming Santa Open House made by Commissioner Hancock and seconded by Commissioner Werth. Commission polled: All approved.

Child Passenger Safety Seat Grant Reimbursement. We are submitting \$2,356.84 for reimbursement through our Child Safety Seat Grant.

A phone call was received from Senator Jeremy Cooney's Office, and he is proposing to fund a more inclusive updated safety trailer.

Another successful Gates Fire District Open House. We had some 250 attendees at last estimate. County Operation Impact gave out 40 Narcan Kits and solicited 2 applications for volunteer for membership.

Library Event to be held on October 13th, the Library staff have requested a fire truck make an appearance.

Archangel School Fall Fest on October 15th, we will be making an appearance at.

October 18th Historical Tour given by the Town Historian; they will be stopping here at Station 1 around 11:00 a.m.

Walt Disney School Fall Fest will be held on October 26th.

Neil Armstrong School Trunk or Treat will be held on October 26th.

Alvah Halloran Funeral Home Trunk or Treat will be held on October 28th.

TSE Trunk or Treat will be held on October 29th.

Gates Fire District Medal Day at Wegmans Conference center on November 4th at 10:00 am.

Gates Chili Central School District Fall Family Fest will be held on November 9th.

Gates Town Veterans Day Celebration will be held on November 10th.

Monroe County Veterans Day Parade will be held on November 11th.

Community Thank you received from the Gates Police Department for 4522's response to someone unconscious in a vehicle.

Received a letter from Tim Henry and Rick Watts thanking us for our support at the FEMA drill on September 19th.

Assistant Chief's Report –Timothy D. Goole:

Agreement for Training. Permission to have the Chairman sign the Indemnification Agreement that was emailed out yesterday. This Agreement was sent to the Attorney for review and was approved. We have also obtained the Certificate of Insurance as required. This is for us to conduct a rope rescue training drill in the new high-rack platforms at the Wegmans facility. They reached out to us to conduct this training.

Motion to approve the Chairman to sign the Indemnification Agreement between Wegmans and Gates Fire District made by Commissioner Cox and seconded by Commissioner Hancock. Commission polled: All approved.

Purchase Requests:

Looking for permission to have Alpine Software install a CrewSense Interface for Red Alert for \$599.00 per year. This is a budgeted request and below the budgeted amount.

Motion to approve the purchase CrewSense Interface for Red Alert at a cost of \$599.00 per year to be installed by Alpine Software made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Looking for permission to have the boat motor serviced at Pugsley's Marine at a cost of \$327.59. There are funds to cover the expense.

Motion to approve to have the boat motor serviced at Pugsley's Marine at a cost of \$327.59 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Looking for permission to purchase 5 collapsible traffic cones from Amazon for \$155.68. This is a budgeted request and below the budgeted amount.

Motion to approve the purchase of 5 collapsible traffic cones from Amazon at a cost of \$155.68 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Looking for permission to purchase two heavy duty tarps from Tarps Now for \$273.50. This is a budgeted request and approximately \$93.00 over budget due to price increases, but there are funds to cover the expense.

Motion to approve the purchase of two heavy duty tarps from Tarps Now at a cost of \$273.50 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Looking for permission to purchase a replacement Ajax High-Pressure Regulator from Firematic for \$420.00. This is a budgeted request and \$5.00 over the budgeted amount, but there are funds to cover the expense.

Motion to approve the purchase of a replacement Ajax High-Pressure Regulator from Firematic at a cost of \$420.00 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Surplus Requests:

Looking for permission to surplus 1-1 ¾" length of hose, 1-3" length of hose that both failed hose testing; 1 broken spinner wrench, and one old vent saw being used for training that is cost prohibitive for repair. All of these items have no value to the district.

Motion to approve the surplus of 1-1 ¾" hose, 1-3" length of hose, 1 broken spinner wrench, and one old vent saw made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

4512 Bid Update-Worked with the Attorney to establish another bid period and the notice to bidders should be published tomorrow.

Amazon Update- We received notice received today from the Fire Marshal that Amazon would like to partially occupy their building with up to approximately 600 employees. We are working with the Fire Marshal's office on ensuring that all of the Fire and Life Safety controls are in place and operational.

Chairman Cox's Report:

Update project report.

Letter received from the Fire Department Board of Directors approving turning over to the Fire District, Inflatable Boat, 2 stoves and Cook tops/broilers.

Station 2 insurance claim (regarding Greenlight) will be covered under property damage not general liability. The Insurance Company has stated we will need to move that rack, or any future damage might not be covered.

Was approached by the Town of Gates medical insurance provider regarding who our Health Insurance Broker is.

Request to attend Laserfiche User Workshop on October 20th from 9:00 am until 2:30 pm.

Request for Executive Session for Personnel Matters.

Vice Chairman Comenale's Report:

No Report

Commissioner Hancock's Report:

Out of Town from the end of November to the middle of April. Will be zooming in for the meetings.

Explorers post started an Explorer Club for boys and girls 10-13 years of age. We have eight members right now.

Commissioner Werth's Report:

Quote received from Tracey Door for overhead door window replacement, for 42 windows at \$155.00 each total cost of \$6,510.00, we have 3 broken windows. Joe will be installing them. To come from account 531-100.

Motion to approve the purchase of 42 overhead door windows from Tracey Door at a cost of \$155.00 each, total cost of \$6,510.00 made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

Commissioner DiCaro's Report:

No Report

Mark C. Butler, Esq.

Excused

Executive Session:

Motion made at 7:12 p.m. by Commissioner Cox and seconded by Commissioner DiCaro 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 Cox. Commission polled: All approved.

The Board exited Executive Session and returned to Open Session at 7:32 pm. **The Board took no action in Executive Session.**

Open Session:

No motions were made.

Adjournment:

Motion to adjourn the October 12th, 2023, Regular Commission Meeting at 7:32 p.m. made by Commissioner DiCaro and seconded by Commissioner Werth. Commission polled: All approved.

Respectfully submitted,

Donna Capone
District Secretary