



# GATES FIRE DISTRICT



2355 Chili Avenue, Rochester, New York 14624

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[www.gatesfd.org](http://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, March 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

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

**Pledge of Allegiance was led by VP Gates Chili Fire Department Frank Colavecchia.**

**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)**

**Scott Bubel addressed the Board.**

**Approval of Prior Meeting Minutes:**

Motion to approve the March 9th, 2023, Commission Meeting Minutes made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-abstained, Commissioner Werth-approved, Commissioner DiCaro-approved, Commissioner Cox-approved.

**Treasurer's Report – presented by Brittany Gould:**

Accounts Payable Report: Bills to be paid since the last meeting in the total amount of \$342,288.07 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 March 23th, 2023, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of \$342,288.07 made by Commissioner Comenale and seconded by Commissioner DiCaro. Commission polled: All approved.

**District Secretary's Report – Donna Capone:**

Two FOILs were received.

Request to rent the Pavilion and have beer/wine received by four members.

Financial Statements were provided to the both the Town of Gates and the Town of Chili on March 13<sup>th</sup>.

Public Notice of the additional meeting location for April's meetings were posted on our website on March 14<sup>th</sup>, posted at all three Fire Stations and the Administration Building on March 16<sup>th</sup>.

Chief Bubel distributed Informational Bulletin 23-010 to All Personnel regarding Career Officer Responsibilities-EMS.

Chief Bubel distributed Informational Bulletin 23-009 to All Personnel regarding Out of Town.

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

Resolution Declaring Certain Fire Apparatus Surplus for 2012 E-One and 2001 Saulsbury Freightliner was published in the Democrat & Chronicle on Thursday, March 23<sup>rd</sup>, 2023.

**Chief's Report – Alan R. Bubel:**

Community Risk Reduction Staff completed Best Practices in Community Risk Reduction course through the National Fire Academy Outreach.

Step Conference-4522, Group 1 received the Johanna Award in conjunction with the Gates Ambulance and the Gates Police Department for a CPR save at Hope Hall.

Probationary Firefighter Orientation Training was completed today.

Recruit Firefighter Training Program begins on March 27<sup>th</sup> at Station 2.

Civil Service Exams for Fire Captain and Fire Lieutenant will be held on June 24<sup>th</sup> of this year.

Healthcare workers bonus update-There has been some disconnect in the information that has been received by some Fire Departments, we do not meet the requirements as the legislation is currently written.

FEMA Public Assistance Grant update-we have over \$19,000.00 in funding reimbursements that was applied for. We received from the New York State division of Homeland Security and Emergency Services regarding Public Assistance Grant 4480, has been tagged obligated. It appears that this grant will be approved.

State Fire Mobilization & Mutual Aid Plan reimbursement claim update-both have been sent directly to the Hy-View No. 8 Fire District and Bellevue Fire District.

Station #3 Pavilion Operational Permit and Maximum Occupancy was received from the Town.

The National Fallen Firefighters Golf Tournament-The Fire Department worked once again with Wegmans to provide drinks and snacks for the event. This has been approved.

American Lung Association Fight for Air Climb will be held at Highmark Stadium in Orchard Park in Buffalo on May 13<sup>th</sup>, 2023. Authorization for participants to use turnout gear for the event and use of a district vehicle.

Motion to approve the use of turnout gear and use of a district vehicle for participation in the American Lung Association Fight for Air Climb on May 13, 2023 at Highmark Stadium made by Commissioner Hancock and seconded by Commissioner DiCaro. Commission polled: All approved.

Request received from Village of Victor for use of our Hazard House for their Climb Aboard event to be held on Saturday, September 16, 2023, from 9:00 a.m. until 3:00 p.m. Request use of the trailer and some of our personnel to run it for the event.

Motion to approve the use of the Hazard House and personnel to run it to attend the Victor Climb Aboard event on September 16, 2023 from 9:00 a.m. until 3:00 p.m. made by Commissioner Hancock and seconded by Commissioner Werth. Commission polled: All approved.

Hamlin Annual Firemen's parade invitation, request permission to send one piece of fire apparatus to the parade on Saturday June 3, 2023, at 6:00 p.m.

Motion to approve one piece of fire apparatus to attend the Hamlin Annual Firemen's parade on Saturday, June 3, 2023 at 6:00 p.m. made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

#### Training Expenditures:

One member to attend the Dedicated Infectious Control Officer training to be held virtually over the next month. The cost is \$349.00 and will come from account 518-200, there are sufficient funds.

Motion to approve one member to attend the virtual Dedicated Infectious Control Officer training, at a cost of \$349.00 made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

Request permission to send two members to attend the Emergency Boat Operations & Rescue Training to be held at the Public Safety Training Facility (PSTF) from April 28<sup>th</sup> through April 30, 2023, there is no cost for the class.

Motion to approve two members to attend the Emergency Boat Operations & Rescue Training at the Public Safety Training Facility from April 28<sup>th</sup> through April 30, 2023 made by Commissioner Hancock and seconded by Commissioner Werth. Commission polled: All approved.

#### Health and Safety Expenditures:

Permission to spend \$550.28 for Battle Ropes for the peer fitness program from our preferred vendor from account 518-300 and there are sufficient funds.

Motion to approve the purchase of Battle Ropes at a cost of \$550.28 made by Commissioner Hancock and seconded by Commissioner Cox. Commission polled: All approved.

Request to spend up to \$96.00 for CRACKLE fitness print additions, this is an annual subscription for each firehouse from account 518-300 and there are sufficient funds.

Motion to approve the purchase of the publication of CRACKLE fitness publication at a cost not to exceed \$96.00 made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

Request to spend up to \$70.00 on two tarps to wrap the aerial ladder when we are displaying the American Flag from account 546-000.

Motion to approve the purchase of two tarps at a cost not to exceed \$70.00 made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

Request to spend up to \$100.00 to make a custom flag hanger, from account 546-100, funds are sufficient.

Motion to approve spending up to \$100.00 to make a custom flag hanger made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

Request to spend \$200.00, New York State Department of Health is requiring a Clinical Laboratory Evaluation Program, This is so we can calibrate and perform Glucose Testing per the New York State Department of Health policy statement 12-01. This is a 2-year certification, from account 525-200 funds are sufficient.

Motion to approve spending \$200.00 for certification of New York State Department of Health Clinical Laboratory Evaluation Program made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

World Autism Awareness Day event to be held on April 2<sup>nd</sup>.

Gates Conservation Board Earth Day event at the Library on April 22<sup>nd</sup>.

Citizens Fire Academy will be held on April 29<sup>th</sup>.

Boy Scouts of America Camporee will be held on April 29<sup>th</sup>.

GC3 Fundraiser at the High School on May 11<sup>th</sup>.

Candlelight vigil for Fallen Police Officers on May 13<sup>th</sup>.

Community Thank you's: Thank you for the services provided at the home of one of our citizens with a water problem. We received a thank you from a couple that stopped at the firehouse to get his blood pressure checked.

Request for Executive Session for matter involving potential litigation.

**Assistant Chief's Report – Timothy D. Goole:**

Purchase Requests:

Lieutenant Lynch is looking for permission to spend \$13,811.00 with Witmer Public Safety Group Inc., to purchase tac hose, gates, elbows, reducers, smooth bore shut offs and tips along with high rise gauges. These items will be used to replace our hotel pack compliments from our hose study that was done in 2019. These are budgeted items and below the budgeted amount.

Motion to approve the purchase tax hose, gates, elbows, reducers, smooth bore shut offs and tips along with high rise gauges from Witmer Public Safety Group Inc., at a cost of \$13,811.00 made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

Mechanic Reed is looking for permission to purchase PRO-LINK Edge Scan Tool from Snap-on at a cost of \$5,735.00. This will be used for doing diagnostics in-house. This is a budgeted request and below the budgeted amount.

Motion to approve the purchase of a PRO-Link Edge Scan Tool from Snap-on at a cost of \$5,735.00 made by Commissioner Werth and seconded by Commission DiCaro. Commission polled: All approved.

Lieutenant Yale is looking for permission to spend up to \$1,100.00 with Boundtree Medical to purchase 16 manual suction units to replace our current v-back suction units. These are budgeted items and below the budgeted amount.

Motion to approve the purchase of 16 manual suction units at a cost of \$1,100.00 made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

Mechanic Reed is looking for permission to spend \$1,750.00 with Concord Inspections for our annual aerial inspections. This is a budgeted request.

Motion to approve spending \$1,750.00 with Concord Inspections for our annual aerial inspections made by Commissioner Werth and seconded by Commissioner DiCaro. Commission polled: All approved.

4518-was involved in a minor accident on March 15<sup>th</sup>. The driver's rear made contact with the planter at Station 2 when they were parking the apparatus. There were minor scuff marks on the fender, no repair needed.

**Chairman Cox's Report:**

Approval for Station 2 Training Facility Yard Hydrant installation, four quotes were received. Would like to proceed with Gatti Plumbing at a cost of \$12,500.00.

Motion to approve Gatti Plumbing to do an installation of a Fire Hydrant at Station 2, at a cost of \$12,500.00 made by Commissioner Cox and seconded by Commissioner DiCaro. Commission polled: All approved.

Request for Executive Session for personnel matters.

**Vice Chairman Comenale's Report:**

Will not be present for the April 13<sup>th</sup> Commission meeting.

**Commissioner Hancock's Report:**

LOSAP package is ready to be submitted to Penflex for the year 2022.

**Commissioner Werth's Report:**

Advertising for the sale/surplus of the 2012 E-One and 2001 Saulsbury, would like to use Emergency Vehicle Trader and also Facebook.

Motion to approve advertising the sale/surplus of the 2012 E-One and 2001 Saulsbury with Emergency Vehicle Trader and Facebook made by Commissioner Werth and seconded by Commissioner Hancock. Commission polled: All approved.

Request to set a Minimum Bid price for each truck price for 2012 pumper, a minimum bid price of \$160,000.00 and 2001 Rescue, a minimum bid price of \$60,000.00.

Motion to approve the minimum bid price for the 2012 pumper at \$160,000.00 and the 2001 Rescue at \$60,000.00 made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

Request permission to spend up to \$1,000.00 for the publication of the Permissive Referendum published in the Democrat and Chronicle of both the 2012 E-One and 2001 Saulsbury.

Motion to approve the payment of the publication of the Permissive Referendum in the Democrat and Chronicle, at a cost not to exceed \$1,000.00 made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

Permission to put a Legal Notice for bid sale for the 2012 E-One and the 2001 Saulsbury with the Rochester Business Journal.

Motion to approve the Legal Notice to be put in the Rochester Business Journal for the 2012 E-One and the 2001 Saulsbury for the bid sale made by Commissioner Werth and seconded by Commissioner DiCaro. Commission polled: All approved.

Resolution 2023.3.23.1 (see attached)

Approval to Bid for the replacement of the flat roof at Station 1.

Motion to approve the Bid for the replacement of the flat roof at Station 1 made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

Will be attending both of April's Commission meetings via zoom.

**Commissioner DiCaro's Report:**

No Report

**Mark C. Butler, Esq.**

Excused

**Executive Session:**

Motion made at 7:22 p.m. by Commissioner Cox and seconded by Commissioner Hancock 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-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-approved, Commissioner Cox-approved.

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

The Board exited Executive Session and returned to Open Session at 7:44 pm. **The Board took no action in Executive Session.**

**Open Session:**

No motions were made.

**Adjournment:**

Motion to adjourn the March 23rd, 2023, Regular Commission Meeting at 7:44 p.m. made by Commissioner Hancock and seconded by Commissioner Cox. Commission polled: All approved.

Respectfully submitted,

Donna Capone  
District Secretary





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## RESOLUTION TO TRANSFER FUNDS FROM 6-g CAPITAL RESERVE ACCOUNT TO THE GENERAL OPERATING ACCOUNT

Resolution No. 2023.3.23.1

**RESOLVED**, that pursuant to Section 6-g of the General Municipal Law, as amended, the Gates Fire District does hereby authorize the transfer an amount not to exceed \$100,000 from its 6-g Capital Reserve Account to the District's General Operating Account for continued Fire District operations namely the roof replacement on Station 1 and related equipment and services related thereto.

No expenditure shall be made except upon authorization of the Board of Fire Commissioners; and it is further

**RESOLVED**, that this resolution is subject to a permissive referendum as provided by Section 6-g of the General Municipal Law.

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

Name:	Voting: Aye or Nay:
Chairman Cox	Aye
Vice-Chairman Comenale, Jr.	Aye
Commissioner Hancock	Aye
Commissioner Werth	Aye

Commissioner DiCaro

Aye

The foregoing resolution was thereupon declared duly adopted and approved by the Board of Fire Commissioners.

March 23, 2023

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Donna Capone, Secretary  
Gates Fire District

Unapproved