



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, May 25, 2023
6:30 PM**

UNAPPROVED MINUTES

Attendance

Daniel Cox Chairman
Louis Comenale, Jr., Vice Chairman
David Hancock, Commissioner via zoom
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 6:30 p.m.

Pledge of Allegiance was led by Commissioner DiCaro.

Chairman Cox identified all the emergency exits within the building.

Motion to approve the promotion of Firefighter James Yale, to the rank of Lieutenant for the Gates Fire District made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Chief Bubel administered the Oath of Office to James Yale.

Pause for pictures and congratulations.

Would any of the guests like to address the Board at this time?

The guests declined to address the Board.

Approval of Prior Meeting Minutes:

Motion to approve the May 11th, 2023, Commission Meeting Minutes made by Commissioner Werth and seconded by Commissioner DiCaro. 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 \$166,912.12 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 May 25th, 2023, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of \$166,912.12 made by Commissioner Werth and seconded by Commissioner DiCaro. Commission polled: Commissioner Comenale-approved, Commissioner DiCaro-approved, Commissioner Werth-approved, Commissioner Hancock-approved, Commissioner Cox-approved.

District Secretary's Report – Donna Capone:

Request for use of the Pavilion received.

Chief Bubel distributed Informational Bulletin 23-016 to All Personnel regarding Agency Medical Director Dr. Jeremy Cushman.

Assistant Chief Goole distributed General Order 23-004 to All Personnel regarding Past Chief Rossi.

Chief Bubel distributed Informational Bulletin 23-017 to All Personnel regarding Promotion.

Assistant Chief Goole distributed General Order 23-005 to All Personnel regarding Flags to Half-Staff.

Assistant Chief Goole distributed Informational Bulletin 23-018 to All Personnel regarding Out of Town.

Assistant Chief Goole distributed Informational Bulletin 23-019 to All Personnel regarding Group Assignments.

Chief's Report – Alan R. Bubel:

Respectfully request that a page in the minutes be set aside in memory of Past Chief Ralph "Rocky" Rossi.

Motion to approve setting a page aside in memory of Past Chief Ralph Rossi made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

Unapproved

This page set aside in Memory
of Past Chief Ralph "Rocky" Rossi

Thank you to all who turned out for past Chief Rossi's funeral call, it was very well attended.

Condolences to the Goole family, on the passing of Dave Goole's sister and Assistant Chief Goole, Lieutenant Goole and Firefighter Goole's Aunt, more information as it becomes available to follow.

4 Prospective Volunteer Candidates completed Part 1 of orientation last evening, Part 2 is tomorrow evening at 6:00 p.m. at Station 2.

Congratulations and best wishes to Lieutenant James Yale.

Congratulations to our agency Medical Director, Dr. Jeremy Cushman, on receiving the Physician of Excellence Award from the Monroe Livingston Regional EMS Council (MELREMS Council).

The new rescue boat that was purchased by the Department, with the donation funds received from Wegmans, has been received.

Training Expenditures:

Four members to attend Fire 2023 Hot Training at the New York State Association of Fire Chiefs Conference in Syracuse. From account 541-300 at a total cost of \$7,352.00 (cost includes registration, lodging and per diems) also request use of a district vehicle. There are sufficient funds in the account.

Motion to approve Fire 2023 Hot Training at New York Station Association of Fire Chiefs Conference in Syracuse, total cost of \$7,352.00 and also use of a district vehicle made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Request to purchase plaques and awards for the Recruit Firefighter Training Program, from account 541-650 at a cost of \$250.00. There are sufficient funds in the account.

Motion to approve the purchase of plaques and awards for the Recruit Firefighter Training Program at a cost of \$250.00 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Health and Safety Surplus:

Request to surplus one 3-foot A frame ladder, the ladder is damaged and is of no use to the district.

Request to surplus one Sterns cold water suit, no longer used and it has no value to the district.

Request to surplus one mustang ice suit that leaks and is no longer repairable, and it has no value to the district.

Request to surplus three Pro Tec rescue helmets, they do not meet the current standards and have no value to the district.

Request to surplus two water wet suits, they do not meet the current standards and have no value to the district.

Request to surplus two J.E. Weinel seat harnesses, they are out of date and have no value to the district.

Motion to approve the surplus of items requested by the Health and Safety Officer made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

An invitation was received to participate in the Town of Chili, Chil-E-Fest Parade on Saturday June 24th at 4:30 p.m. one piece of apparatus will be assigned to that detail.

Motion to approve the participation in the Town of Chili, Chil-E-Fest Parade on Saturday June 24th made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Facilities use request. Pen Diesel is asking for permission to use the Headquarters meeting room on July 20th from 10-2 pm. They plan on making a donation to the Gates Chili Fire Department.

Motion to approve Pen Diesel to use the Headquarters meeting room made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Gates Fire District Administrative Offices Closed on May 29th.

Town of Gates Memorial Day Service at the Gates Town Hall on Monday, May 29th at 9:00 am. Class B uniforms.

Gates Recreation Kids Fest at Westgate Park on June 3rd. We have not been asked to have a table or stand at the event, but we will be sending our folks to interact with the kids.

National Fallen Fire Fighters (NFFF) Golf Tournament is on June 4 & 5th.

Chili Fire Department Co #1 Grand Opening Celebration on June 10th at 11:00 am.

Recruit Fire Fighter Training Program (RFFTP) Graduation will be held on June 16th at 10:00 am at the Wegmans Conference Center.

2023 Rochester International Airshow on August 11th, 12th & 13th.

International Association of Fire Chiefs Fire Rescue International (IAFC FRI) 2023 will be held on August 16th-18th, in Kansas City, Missouri. If anyone is interested in attending, please let me know.

A thank you card was received from the Gates Conservation Advisory Board for our participation in the Earth Day Event.

Assistant Chief's Report –Timothy D. Goole:

Purchase Requests:

Looking for permission to purchase six cable cutters from Engineering Supply not to exceed \$250.00. There are funds to cover the expense.

Motion to approve the purchase of six cable cutters from Engineering Supply not to exceed \$250.00 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Looking for permission to purchase six carbineers from Amazon not to exceed \$125.00. There are funds to cover the expense.

Motion to approve the purchase of six carbineers from Amazon not to exceed \$125.00 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

I attended Part 1 of our orientation session last night for the prospective volunteer firefighters. The session went well. Thank you to Commissioner Werth, Directors Merklinger and Smith who were also in attendance. Additional Thank you to Lt. Ientilucci for running the event last night. I'm hopeful that we may obtain 3 new members, we will know that for sure tomorrow night.

Out of Town starting tomorrow through Monday.

Chairman Cox's Report:

Station 3 patio furniture, it was brought to my attention that someone brought patio furniture to the Pavilion. Station 3 Commissioners to look into that.

Station 2 Drainage- Installation of drainage pipes and run it into a catch basin by the fire hydrant. Two quotes were obtained, one from Gatti Plumbing, at a cost of \$13,850.00 and one from Ol' Smokey Trucking and Excavating, at a cost of \$10,500.00.

Motion to approve installation of drainage pipes and a catch basin at Station 2, work to be completed by Ol' Smokey Trucking and Excavating at a cost of \$10,500.00 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

Flowers for Past Chief Rossi's funeral at a cost not to exceed \$210.00.

Motion to approve the purchase of flowers for Past Chief Ross's funeral made by Commissioner Cox and seconded by Commissioner Werth. Commission polled: All approved.

Thank you to all for participation in Rocky's Service and Reception.

Record Retention Project-to scan the remaining boxes cost of \$25,000.00 was approved, quote received was an additional \$5,000.00 for a total cost of \$30,000.00.

Motion to approve the additional cost of \$5,000.00 to finish the scanning project made by Commissioner Cox and seconded by Commissioner Werth. Commission polled: All approved.

Electronic Signs cost difference for Station 1 and Station 2; a cost of \$1,400.00 additional is needed. No deposit is required for the order.

Motion to approve the additional monies in the amount of \$1,400.00 for the electronic sign purchase made by Commissioner Cox and seconded by Commissioner Werth. Commission polled: All approved.

Projects review- Station 1 catch basin evaluation, sealing all Parking Lots, coating and sealing concrete surfaces at Station 1, Station 2 catch basin installation, PM HVAC inclusive of ice machines, Station 2 roof simulator repairs, Waste Management transition, looking into Station 2 truck room baseboard solution, floor cleaning at all three Stations and the Administration building, Administration building past Commissioners wall update.

Vice Chairman Comenale's Report:

Discuss additional meetings-not necessary to have additional meetings.

Motion to rescind the motion made at the last meeting to have additional meetings made by Commissioner Comenale and it was not seconded. Motion rescinded.

Commissioner Hancock's Report:

Benefits-increase on the medical insurance, we will remain with the Excellus SP Plus Gold 6 for employees, the increase was 10.9% and Excellus SB Plus Silver 2 for retirees, the increase is 8.64%. Guardian and Mutual of Omaha Life Insurance there is no price increase. The out-of-pocket maximum has increased for a single \$400.00 and for a family \$800.00.

Motion to approve the medical benefits increase we will remain with the Excellus SP Plus Gold 6 for employees, the increase was 10.9% and Excellus SB Plus Silver 2 for retirees, the increase is 8.64%, Guardian and Mutual of Omaha Life Insurance made by Commissioner Hancock and seconded by Commissioner Werth. Commission polled:

Commissioner Comenale-approved, Commissioner Werth-approved, Commissioner Hancock-approved, Commissioner DiCaro abstained, Commissioner Cox-approved.

Commissioner Werth's Report:

Grant information up to \$700.00 for a grant writer to get the electronic signs.

Motion to approve getting a grant writer for the electronic signs at a cost not to exceed \$700.00 made by Commissioner Werth and seconded by Commissioner Cox.
Commission polled: All approved.

Apparatus update-we have had activity on surplus auction on both pieces of apparatus.

Administration building window replacement will begin tomorrow.

Projects-Administration building front walk and ramp, Station grounds spring plantings, Station 1 garage roof replacement.

Commissioner DiCaro's Report:

FOIL requests-Commissioner DiCaro understands the FOIL process. He wants the public to not have to go through the process. Commission discussed.

Motion to change the FOIL process made by Commissioner DiCaro, it was not seconded. Motion died.

Mentioned in the past about live streaming commission meetings, Commissioner DiCaro wants the meetings live streamed. Commission discussed.

Motion to approve consulting with legal counsel regarding requirements to live stream commission meetings made by Commissioner DiCaro and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-abstained, Commissioner Werth-approved, Commissioner Hancock-approved, Commissioner DiCaro-approved, Commissioner Cox-approved.

Mark C. Butler, Esq.

Excused

Executive Session:

The Board did not enter into Executive Session.

Adjournment:

Motion to adjourn the May 25th, 2023, Regular Commission Meeting at 8:10 p.m. made by Commissioner DiCaro and seconded by Commissioner Cox. Commission polled: All approved.

Respectfully submitted,

Donna Capone
District Secretary

Unapproved