



# GATES FIRE DISTRICT



2355 Chili Avenue, Rochester, New York 14624

Phone: 585-426-2720 Fax: 585-426-7444

[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, June 22, 2023  
6:30 PM**

## APPROVED MINUTES

### Attendance

Daniel Cox Chairman  
Louis Comenale, Jr., Vice Chairman  
David Hancock, Commissioner via zoom  
James Werth, Commissioner  
David DiCaro, Commissioner via zoom  
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 Board of Director Vice President 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)**

Board of Director, Vice President, Frank Colavecchia addressed the Board regarding the fund drive letter that he sent to the Board for review. Commission discussed.

Motion to approve the fund drive letter with seeing the final version before they get mailed out made by Commissioner Cox and seconded by Commissioner Comenale. Commission polled: All approved.

**Approval of Prior Meeting Minutes:**

Motion to approve the June 8th, 2023, Commission Meeting Minutes made by Commissioner Werth and seconded by Commissioner Comenale. 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 \$121,421.47 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 June 23rd, 2023, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of \$121,421.47 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

May LOSAP Summary Report presented.

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

Pitney Bowes lease for the mail station will expire July 27<sup>th</sup>, 2023. The new lease term is 60 months at a cost of \$20.00 per month.

Motion to approve the Pitney Bowes lease at a cost of \$20.00 per month for 60 months made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

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

Public notice was posted at all three stations on June 13<sup>th</sup>, 2023, posted to our website and sent to the media via email (it was originally faxed on June 13<sup>th</sup> and again on June 14<sup>th</sup>, but both failed) on June 14<sup>th</sup>, 2023.

Assistant Chief Goole distributed Informational Bulletin 23-022 to All Personnel regarding Out of Town.

A Legal Notice was received from the Chili Zoning Board of Appeals for a variance to erect a garage 5' from side yard setback (10' req) at property located at 21 Dauton Drive.

**Chief's Report – Alan R. Bubel:**

Received resignation from FF Semaj Webb (Group 5), effective June 9, 2023.

3 probationary firefighters have graduated from the academy and have reported to their groups.

New career candidates continuing through the hiring process.

New volunteer candidates working through their physicals.

Guardian Dental Renewal. An email was received from Kim Boddy stating there was an error made, that there is in fact a slight increase in cost. This was as approved via email, request formal approval. The cost is increasing for a single plan from \$30.15 to \$30.65 for a family \$82.77 to \$84.30 50/50 cost share.

Motion to approve the Guardian Dental increase made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

There is some information regarding the Healthcare Workers Bonus-Senator Cooney had an amendment to the Health Care Workers Act to include fire districts. We have reached out to our attorney for his counsel to see if it affects our ability to buy into this law. Despite the fire district verbiage being added, it does not take away any of the other restrictions that were already in place, including that we do not bill for EMS services. Despite the proposed amendment, there is no change at this time.

District Inspections were sent to the Board.

ROCTAC meeting-Chief Bubel, Assistant Chief Goole, Commissioner Werth, Health and Safety Officer, Adam Rossi met with two law enforcement officers from RocTac organization. They do threat assessment and management for targeted violence. They are helping us with our review of our facilities and also our risk assessment for our workplace violence training that we are required to do every year. They provided us with an overview of their program. More to come on that.

Training expenditures:

From account 541-980, request to purchase Sling Links at a cost of \$225.00.

Motion to approve the purchase of Sling Links at a cost of \$225.00 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

Community Risk Reduction expenditures:

From account 548-000 Misc Fire Prevention Supplies for Gates, at a cost of \$6,171.30 Misc Fire Prevention Supplies for Spencerport (for which we will be reimbursed) at a cost of \$1,210.00 for a total cost of \$7,381.30.

Motion to approve the purchase of miscellaneous fire prevention supplies at a total cost of \$7,381.30 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

Administrative cost for (NFPA) National Fire Protection Association Codes Subscription service renewal, at a cost of \$1,552.50 from account 555-000.

Motion to approve the (NFPA) National Fire Protection Association Codes Subscription at a cost of \$1,552.50 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

From account 556-000 cost for 4C15 to attend 2023 IAFC FRI \$4,916.49.

Motion to approve the cost for 4C15 to attend the 2023 IAFC FRI in the amount of \$4,916.49 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

Monroe County Veterans Day parade is on Saturday, November 11<sup>th</sup>, 2023, we received an invitation from Ed Schram. Request to send one piece of apparatus.

Motion to approve one piece of apparatus to attend the Monroe County Veterans Day parade on Saturday, November 11<sup>th</sup>, 2023, made by Commissioner Cox and seconded by Commissioner Comenale. Commission polled: All approved.

Junior Fire Academy is being held from July 17<sup>th</sup> through 21<sup>st</sup>. We will be getting assistance from North Greece Fire District's Community Risk Reduction Specialist to help with this event.

2023 Rochester International Airshow to be held on August 11<sup>th</sup>, 12<sup>th</sup>, and 13<sup>th</sup>, we will have some operational participation in this event.

Out of the Office tomorrow.

Jeff West (a current Group 5 active member who is out on medical leave) is being recognized at 1930 hours on July 10<sup>th</sup> at the Town Board meeting for his actions at 20 Foxshire Lane.

Community thank you from Spencerport Fire Department for our participation in the Spencerport Carnival.

Recognition and thank you from a community member, Mr. Tony Icovangelo. He requested our services at his residence in the early part of June. Thank you to FF Lang, FF Doerrer and Lt. Statt.

Request for Executive Session for several personnel matters.

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

Purchase requests:

Looking for permission to purchase a hose reel for Station 3 from Grainger at a cost of \$380.00. This is a budgeted item and below the budgeted amount.

Motion to approve the purchase of a hose reel from Grainger for Station 3 at a cost of \$380.00 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

Looking for permission to purchase patio pavers for Station 3 from Home Depot at a cost of \$400.00. This is a budgeted request and below the budgeted amount.

Motion to approve the purchase of patio pavers for Station 3 from Home Depot at a cost of \$400.00 made by Commissioner Cox and seconded by Commissioner Comenale. Commission polled: All approved.

Looking for permission to purchase leveling sand for Station 3 pavers from Uhl Family Farm LLC for \$75.00, this includes delivery. This is a budgeted request and below the budgeted amount.

Motion to approve the purchase of leveling sand for Station 3 pavers from Uhl Family Farm LLC for \$75.00 including delivery made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Looking for permission to purchase a trimmer and leaf blower combo kit for Station 3 from Home Depot for \$369.00. This is a budgeted request and below the budgeted amount.

Motion to approve the purchase of a trimmer and leaf blower combo kit for Station 3 from Home Depot at a cost of \$369.00 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Looking for permission to spend up to the budgeted amount of \$7,500.00 First Due Services LLC for annual hose testing.

Motion to approve spending up to \$7,500.00 with First Due Services LLC for our annual hose testing made by Commissioner Werth and seconded by Commissioner DiCaro. Commission polled: All approved.

Looking for permission to spend up to the budgeted amount of \$2,000.00 with Floyd Truck Maintenance for our annual pump testing.

Motion to approve spending up to \$2,000.00 with Floyd Truck Maintenance for our annual pump testing made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

Looking for permission to purchase a cabinet for Station 1 from Amazon at a cost of \$300.00. There are funds to cover the expense.

Motion to approve the purchase of a cabinet from Amazon for Station 1 at a cost of \$300.00 made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

Looking for permission to purchase two 2 ½ Akron ball gate valves from the Witmer Public Safety Group for \$1,618.00.

Motion to approve the purchase of two 2/ ½ Akron ball gate valves from the Witmer Public Safety Group at a cost of \$1,618.00 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

Looking for permission to purchase two 25', 5" bumper hydrant supply hoses from the Witmer Public Safety Group for \$1,298.00. This is to replace unrepairable lengths of hose and there are funds to cover the expense.

Motion to approve the purchase of two 25', 5" bumper hydrant supply hoses from the Witmer Public Safety Group for \$1,298.00 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

Looking for permission to purchase Acrobat Pro software for the IT Coordinator for \$239.88 per year. There are funds to cover the expense.

Motion to approve the purchase of Acrobat Pro software at a cost of \$239.88 per year made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

Out of Town June 30 through July 7<sup>th</sup>, returning to the office on July 10<sup>th</sup>. Will be available by cell phone if needed.

Request for Executive Session for Personnel matters.

**Chairman Cox's Report:**

Project list review provided.

Thank you to Operations (Chiefs and District Secretary) for Graduation 2023 last Friday.

**Vice Chairman Comenale's Report:**

No Report

**Commissioner Hancock's Report:**

LOSAP statement letters have all been mailed out.

**Commissioner Werth's Report:**

Truck sales update and approval. We received an offer letter from Williams Emergency Vehicle Services in Virginia for \$145,000.00 for both the 2001 Saulsbury and 2012 E-One pumper, this was communicated via email to the Commission and approved via email. Legal Counsel to draft the sales documents.

Motion to approve the purchase offer to sell the two vehicles to Williams Emergency Vehicle Services pending legal counsel approval and all sales documents being signed off made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

Projects update provided.

Request to turn over small Red Fire Prevention Trailer to the maintenance group for tool transport between job sites. Trailer will need to be licensed. Chiefs Office has no use for it, CRRS has no use for it.

Motion to approve turning the small Red Fire Prevention Trailer to the maintenance group and put a license plate on it made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

**Commissioner DiCaro's Report:**

No Report

**Mark C. Butler, Esq.**

Excused

**Executive Session:**

Motion made at 7:11 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-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 Comenale. Commission polled: All approved.

The Board exited Executive Session and returned to Open Session at 7:38 pm. **The Board took no action in Executive Session.**

**Open Session:**

Motion to approve permission to pull civil service list and offer two candidates promotional opportunity made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-abstained, Commissioner Cox-approved.

Lieutenant Lentilucci (President of the Local 3792) addressed the Board regarding healthcare worker bonus.

**Adjournment:**

Motion to adjourn the June 22nd, 2023, Regular Commission Meeting at 7:44 p.m. made by Commissioner Hancock and seconded by Commissioner Werth. Commission polled: All approved.

Respectfully submitted,

Donna Capone  
District Secretary