



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, June 8, 2023
6:30 PM**

UNAPPROVED MINUTES

Attendance

Daniel Cox, Chairman
Louis Comenale, Jr., Vice Chairman
David Hancock, Commissioner
James Werth, Commissioner
Alan R. Bubel, District 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
David DiCaro, Commissioner-Excused
Timothy D. Goole, District Assistant Fire Chief-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 Commissioner Werth.

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 May 25th, 2023, Commission Meeting Minutes made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Treasurer's Report – presented by Brittany Gould:

Treasurer's Report presented.

Motion to approve the Treasurer's Report as May 31st, 2023, made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Monthly Check List Report presented.

Motion to approve the Monthly Check List Report made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Profit and Loss Report presented.

Motion to approve the Profit and Loss Report made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Accounts Payable Report: Bills to be paid since the last meeting in the total amount of \$40,083.92 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 8th, 2023, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of \$40,083.92 made by Commissioner Werth and seconded by Commissioner Comenale. Commissioner Comenale-approved, Commissioner Werth-approved, Commissioner Hancock-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

July 27th we will begin our budget sessions.

Request for Executive Session for a financial matter.

District Secretary's Report –Donna Capone:

Received a member request to use the Pavilion.

Assistant Chief Goole distributed Informational Bulletin 23-020 to All Personnel regarding Maintenance Technician Cell Phone.

The Board of Elections will be delivering the voting machines and privacy booths to Station 2 and Station 1 on June 20th from 8:00 a.m. to 4:00 p.m.

Legal Notice was received from the Chili Planning Board regarding an application of Miller Transportation Group (Mark Miller) for a preliminary site plan approval of a special use permit to allow an operation of a large trucking rental/leasing company at property located at 245 Paul Road, Rochester, NY 14624.

Assistant Chief Goole distributed Informational Bulletin 23-021 to All Personnel regarding Refuse Pick-up Schedule.

Chief's Report – Alan R. Bubel:

Condolences to the Goole Family on the passing of past Assistant Chief Dave Goole's niece and Firefighter Jim Goole's cousin. The Funeral Notice has been distributed to all members.

Passing of Ken Preston-past President of the Association of the Fire Districts State of New York.

For the month of May-495 calls for service with 1,379 members attending.

3 Prospective volunteer candidates completed sessions 1 and 2 of recruit orientation.

HR Works consultant change. HR Works is going to provide us with a temporary consultant to work on completing the background and reference checks.

RFFTP (Recruit Firefighter Training Program) is in its final weeks, they are doing live fire training. Graduation will be held on Friday, June 16th at 10:00 am at the Wegmans Conference Center. The 33 mack will be located to the event for picture taking.

District inspection status-Station Inspections have been received. We are waiting on turnout gear inspections. Inspections should be available at the next commission meeting. They will be sent out electronically to the Commission.

ROCTAC meeting. This is a group that comes to your facility and performs a risk assessment and reviews security. The meeting is on the 20th of June.

We received a note from Karen Berard-Reed she is the NFPA Community Risk Reduction Specialist. She is reporting to us that at the NFPA Conference in Los Vegas,

they are taking a few clips of the online kitchen table session that we participated in their presentation. We asked for a copy of the presentation when it's done.

The National Fallen Firefighters Golf tournament, this is the last one being held and we had the greatest number of golfing groups. It is the largest tournament that is held and raises the most money for the organization.

Limerock Speedway in Caledonia First Responders' night on September 9th. Requesting a fire engine to come. Request to send a piece of apparatus.

Motion to approve a piece of apparatus to participate in Limerock Speedway First Responders' night on September 9th made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Training expenditures:

Request to send one member rope rescue operations at a cost of \$176.00. From budget line 541-800.

Request to send two members rope rescue technician training at a cost of \$531.00. From budget line 541-800.

Request to send two members to swift/flood rescue technician training at a cost of \$531.00. From budget line 541-800.

Request to send one member to Andrew Fredericks Training days and request use of a district vehicle, at a cost of \$831.50. From budget line 541-800.

Request to spend no more than \$800.00 from account 541-980 for 7/16" OSB for training props.

Request to spend no more than \$150.00 from account 541-980 for 2"x4"x8' lumber for training props.

Total training expenses are \$3,019.50.

Motion to approve the training at a cost of \$3,019.50 and use of a district vehicle made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Health and Safety expenditures:

From account 518-200, request from 4C95 to attend the Dival Safety Summit that is in Niagara Falls, at a cost of \$301.50. Request use of district vehicle.

From account 518-400 request to purchase two five-gallon buckets for decontamination kits, at a cost of \$40.00.

Total expenditure for Health and Safety \$341.50.

Motion to approve the Health and Safety Officer to spend \$341.50 and use of the district vehicle made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

New York State First Responders Summit in Washington DC. This is an all-day event held on Capitol Hill on July 27th. There is no fee to attend the summit, request per diems and lodging is \$2,084.00. Travel dates July 26th and 28th.

Motion to approve the Chief's to attend the New York State First Responders Summit in Washington DC and use of a district vehicle, at a cost of \$2,084.00 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

IAFC FRI 2023 in Kansas City Missouri. Request permission to attend. Expenditure to be reported on the expense request at the next Commission meeting.

Motion to approve the Chief to attend the IAFC FRI 2023 in Kansas City made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Chili Fire Department Co. #1 Grand Opening on June 10th at 11:00 a.m. Required uniform for the detail to follow.

2023 Rochester International Airshow will be held on August 11th, 12th, 13th, we will be assisting with that detail.

Community Thank you-from former Supervisor Ralph Esposito for our services at his home.

Assistant Chief's Report –Timothy D. Goole presented by Chief Bubel:

Purchase Requests:

Looking for permission to purchase a replacement cabinet for EMS supplies at Station 3 from Home Depot for \$499.99. There are funds to cover the expense, from account 531-300.

Motion to approve the purchase of a replacement cabinet for EMS supplies at Station 3 from Home Depot at a cost of \$499.99 made by Commissioner Hancock and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Looking for permission to purchase two portable Streamlight scene lights from Brightguy.com for \$1,188.16. These are budgeted items and below the budgeted amount. Budget line 546-100.

Motion to approve the purchase of two portable Streamlight scene lights from Brightguy.com, at a cost of \$1,188.16 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Looking for permission to purchase 4 TFT low-profile ball intake valves from Curtis Tools for Heros for \$6,224.00. These are for the 4 engines to increase our capabilities for our Engines. These are budgeted items, however due to increasing cost is \$984 over budget. Even being over budget there are funds to cover the expense. From budget line 546-100.

Motion to approve the purchase of 4 TFT low-profile ball intakes valves from Curtis Tools for Heros, at a cost of \$6,224.00 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Looking for permission to purchase two sets of bunker boots from MES for \$1,158.00. There are funds to cover the expense. Budget line 546-400.

Motion to approve the purchase of two sets of bunker boots from MES at a cost of \$1,158.00 made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Surplus Requests:

- One, old wooden open house sign
- Three, yard stakes (Joe W. doesn't need them)
- One, old rotary saw that was used for parts.
- One, old Skull saver
- One, old admin grill
- One, old EMS cabinet at Station 3
- Six, old RIC Pack bags
- Six, Lengths of failed supply and attack hose.

****None of the items have any value to the district****

Motion to approve the surplus of the items listed made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Out of Town starting June 16th through June 19th, will be available by cell phone if needed.

Chairman Cox's Report:

Quote received for parts to install a gate from the fence manufacturer of the fence at Station 2. The cost is \$1,600.00. Joe to install.

Motion to approve the purchase of gate parts at a cost of \$1,600.00 made by Commissioner Cox and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Project List Update provided.

Two quotes were obtained for hood cleaning at all three stations and the pavilion. One quote was received from Advanced Hood Cleaning for \$2,000.00 and one quote was received from Emerald Steam Cleaning at a cost of \$1,680.00 from Advanced Hood Cleaning.

Motion to approve Advanced Hood Cleaning to do the hood cleaning at all three Stations and the Pavilion at a cost of \$2,000.00 made by Commissioner Cox and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Fire Prevention trailer and dishwasher have been turned over from the Fire Department to the District.

Vice Chairman Comenale's Report:

No Report.

Commissioner Hancock's Report:

LOSAP Summary Report from Penflex was received.

Commissioner Werth's Report:

Asphalt sealing quotes are still be obtained, we have two and are trying to obtain a third.

Status of truck bidding on govdeals.com- Auction ended last night, we received no bids on 4528. We received a bid of \$95,000.00 on 4522. Would like to decline the bid as he thinks that he can get more for it.

Motion to decline the bid of \$95,000.00 made on govdeals.com made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Commission discussed other options. Other interested parties are Auction International, one of firefighters is interested in 4528, Fire Command, Department from Pennsylvania is interested,

Would like permission to list apparatus on Auctions International pending approval of Legal Counsel.

Motion to approve the listing of both apparatus with Auctions International pending approval of Legal Counsel made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Project updates provided.

Station 1 drainage-we received a quote from Ol' Smokey Excavation for work to be done on the eastside of the firehouse. They would install a drainage pipe and a catch basin at a cost of \$4,415.00.

Motion to approve the Station 1 drainage work by Ol' Smokey Excavation at a cost of \$4,415.00 made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Commissioner DiCaro's Report:

Excused

Mark C. Butler, Esq.

Excused

Executive Session:

Motion made at 7:23 p.m. by Commissioner Comenale and seconded by Commissioner Cox 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-excused, Commissioner Cox-approved.

A motion to exit Executive Session made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

The Board exited Executive Session and returned to Open Session at 7:41 pm. **The Board took no action in Executive Session.**

Open Session:

The Treasurer stated that we have been randomly selected by OSC (The Office of the State Comptroller) to be audited. We will follow up as necessary.

Adjournment:

Motion to adjourn the June 8th, 2023, Regular Commission Meeting at 7:42 p.m. made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-excused, Commissioner Cox-approved.

Respectfully submitted,

Donna Capone
District Secretary