



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, August 10, 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
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
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 July 27th, 2023, Commission Meeting Minutes made by Commissioner Werth and seconded by Commissioner DiCaro. Commission polled: All approved.

Treasurer's Report – presented by Brittany Gould:

Treasurer's Report presented.

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

Monthly Check List Report presented.

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

Profit and Loss Report presented.

Motion to approve the Profit and Loss Report made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

Accounts Payable Report: Bills to be paid since the last meeting in the total amount of \$50,672.36 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 August 10th, 2023, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of \$50,672.36 made by Commissioner Werth and seconded by Commissioner Cox. Commissioner Comenale-approved, Commissioner Werth-approved, Commissioner Hancock-approved, Commissioner DiCaro-approved, Commissioner Cox-approved.

July LOSAP Summary Report presented.

Motion to approve the July LOSAP Summary Report made by Commissioner Cox and seconded by Commissioner DiCaro. Commission polled: All approved.

District Secretary's Report –Donna Capone:

A FOIL was received.

A Legal Notice from the Chili Planning Board was received on July 28, 2023.

Assistant Chief Goole distributed Informational Bulletin 23-030 to All Personnel regarding him being out of the Country.

Chief Bubel distributed Informational Bulletin 23-031 to All Personnel regarding him being out of Town.

Organization of Keys for all the buildings. Request to spend up to \$250.00 (45.99 each) for the purchase of portable zippered Key Organizer case.

Motion to approve the purchase of portable zippered key organizer at a cost not to exceed \$250.00 made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

Chief's Report – Alan R. Bubel:

July 2023-418 Calls for Service; with 1,234 members attending.

1 Working Fire for the month of July at 3399 Lyell Road on July 4th.

2 New Volunteer members were accepted for membership by the Gates Chili Fire Department, request permission from the Board for approval of Isiah Jackson of 56 Pasadena Drive and the second individual is Justin Gorall of 37 Nisa Lane. Both individuals are from the Explorer Program.

Motion to approve Isiah Jackson of 56 Pasadena Drive and Justin Gorall of 37 Nisa Lane as volunteer members of the Gates Chili Fire Department made by Commissioner Cox and seconded by Commissioner DiCaro. Commission polled: All approved.

Received resignation from part-time dispatcher John Lemcke, who no longer has time to fulfill his part-time dispatcher job requirements for the district.

Career Recruit Orientation training is going well. Fire Academy begins August 21st.

A letter was received from the New York State Fire Administrator that affirms Lieutenant James Yale as the Municipal Training Officer. He meets all of the requirements of that position and have issued him his MTO number.

The new rescue boat and refurbished trailer are in service.

We received from the Department of Homeland Security and Emergency Services an invitation to the 2023 DHSES Grants Regional Workshops. There are workshops in Buffalo on September 27th and Syracuse on September 28th, they begin at 8:30 a.m. until 3:30 p.m., lunch will be provided. Are any of the Commissioners interested in attending?

Canal Ponds Connectivity Study-The Town of Gates and the Town of Greece are doing a Canal Ponds connectivity study for consideration of the business park and the proximity of Lexington Avenue in supporting economic growth. Kurt Rappazzo from the Town of Gates provided the information. An open house will be held on August 24th from 5:00-7:00 pm at the Rochester Airport Marriott on West Ridge Road.

Expense Requests:

Community Risk Reduction is requesting to spend \$5,000 for the renewal of MySidewalk, Craig 1300 from account 548-000. There are sufficient funds in the account.

Motion to approve the purchase of the renewal of MySidewalk, Craig 1300 at a cost of \$5,000.00 made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-abstained, Commissioner Cox-approved.

The mechanic has requested to spend from account 545-700, \$5,318.73 for hardware and fasteners. He is looking to have hardware and fasteners on sight.

Motion to approve the purchase of hardware and fasteners at a cost of \$5,318.73 made by Commissioner Hancock and seconded by Commissioner Werth. Commission polled: All approved.

Request to purchase 6 Streamlight survivor flashlights from account 546-100 at a cost of \$858.00. There are sufficient funds.

Motion to approve the purchase of six Streamlight survivor flashlights at a cost of \$858.00 made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

Information Technology:

Request to spend \$500.00 for door access fobs (100), from account 521-300. This is a budgeted item and there are sufficient funds.

Motion to approve the purchase of door access fobs (100) at a cost of \$500.00 made by Commissioner Werth and seconded by Commissioner DiCaro. Commission polled: All approved.

Request to spend \$669.31 from account 521-450 for a sonic wall TZ 400 2-year software suite for the firewall at Station 3. This is a budgeted item and there are sufficient funds.

Motion to approve the purchase of a sonic wall TZ 400 for the firewall at Station 3 at a cost of \$669.31 made by Commissioner Werth and seconded by Commissioner DiCaro. Commission polled: All approved.

The Town of Gates Recreation Department requested to use our bus and a driver approved via e-mail, would like the formal request.

Motion to approve the use of our bus and a driver by the Town of Gates made by Commissioner Cox and seconded by Commissioner Hancock. Commission polled: All approved.

2023 Airshow will be held on August 11th through the 13th, we will have an Engine Company at Gate 20 while the planes are in the air.

Gates Summer Celebration will be held Saturday August 12th from 5:00-10:00 pm at Memorial Park.

Battalion Chief Poness Retirement Party will be held on August 25th.

NFFF 9/11 Memorial Bike Ride at WWFD will be held on September 9th.

NFFF 9/11 Memorial Stair Climb & Family Walk at Innovative Field will be held on September 10th.

Diocese of Rochester First Responder Mass at Sacred Heart Cathedral on September 10th.

Gates Fire District Medal Day will be held at the Wegmans Conference Center on October 28th. More information to follow.

Member Recognitions-We had a Company in the district that was doing familiarization inspections and looking at target hazards; they found that a building on Pixley Road had structure cracks on the front. The Fire Marshal and Building Inspector were called, and they put a no occupancy sign on it. The building is currently vacant. Community Risk Reduction people went to some conferences, one in the State and one in Tennessee. At those conferences they were introduced to a fire break for Oxygen tubing. It is a device that the Veterans Administration requires for all veterans using home oxygen. We reached out to our Medical Director to see if this was something we could implement in our Community Risk Reduction programs and EMS programs. The Medical Director is going to implement a community wide program based on what we are going to be doing here. This afternoon we responded to Archangel school for an unresponsive 16-year-old. Upon arrival we found that CPR was in progress, and we attached a defibrillator, and one shock was given. The patient was transported by Gates Ambulance to the hospital, conscious, alert and breathing.

Assistant Chief's Report –Timothy D. Goole:

Excused

Chairman Cox's Report:

Project Updates provided.

All State Fire and Security internal sprinkler system inspection, cost for Station 1 at a cost of \$1,960.00, Station 2 at a cost of \$1,558.00 and Station 3 at a cost of \$1,558.00. Total cost of \$5,076.00.

Motion to approve inspection of internal sprinkler system for Station 1, 2 & 3, at a total cost of \$5,076.00 made by Commissioner Cox and seconded by Commissioner Werth. Commission polled: All approved.

Kitchen hood at Station 3 C02 cylinder to be out of test date vendor provided a quote of \$799.59 to replace, Joe found one from National Fire Supply at a cost of \$227.00 plus 18.00 for shipping, and he will replace.

Motion to approve the purchase of C02 cylinder from National Fire Supply at a cost of \$227.00 plus \$18.00 for shipping made by Commissioner Cox and seconded by Commissioner Werth. Commission polled: All approved.

Request for Executive Session for personnel matters.

Vice Chairman Comenale's Report:

No Report

Commissioner Hancock's Report:

No Report

Commissioner Werth's Report:

Request to rent a lift, from Skyworks at a cost of \$2,900.00 for one month's rent. A series of jobs that will need the lift to complete.

Motion to approve the rental of a lift from Skyworks at a cost of \$2,900.00 for one month's rent made by Commissioner Werth and seconded by Commissioner DiCaro. Commission polled: All approved.

Trim trees along the lot line at Station 3, as moss is being created by the overhang of the neighbors' trees. Work to be done by Huston Tree Service at a cost of \$1,600.00.

Motion to approve trimming trees along the lot line at Station 3 by Huston Tree Service at a cost of \$1,600.00 made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

Commissioner DiCaro's Report:

John Merklinger is working on signs for recruitment and retention.

Mark C. Butler, Esq.

Excused

Executive Session:

Motion made at 7:15 p.m. by Commissioner Cox 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 Cox and seconded by Commissioner Werth. Commission polled: All approved.

The Board exited Executive Session and returned to Open Session at 7:48 pm. **The Board took no action in Executive Session.**

Open Session:

No motions were made.

2024 Budget Discussions:

Ancillary Expenses

Purchase and Improvements

Repairs and Maintenance

Furniture

Adjournment:

Motion to adjourn the August 10th, 2023, Regular Commission Meeting at 8:37 p.m. made by Commissioner Werth and seconded by Commissioner DiCaro. Commission polled: All approved.

Respectfully submitted,

Donna Capone
District Secretary