



# GATES FIRE DISTRICT



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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, September 28, 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  
Mary Beth Dambra, Fill-In for 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 Commissioner Werth.**

**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)**

**The guests declined to address the Board.**

**Approval of Prior Meeting Minutes:**

Motion to approve the September 14th, 2023, Commission Meeting Minutes made by Commissioner Werth and seconded by Commissioner Cox. 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 \$406,876.28 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 September 28th, 2023, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of \$406,876.28 made by Commissioner Comenale and seconded by Commissioner DiCaro. Roll Call Vote: Commissioner Comenale-approved, Commissioner Hancock-approved, Commissioner Werth-approved, Commissioner DiCaro-approved, Commissioner Cox-approved.

**District Secretary's Report – Donna Capone (read by Mary Beth Dambra):**

Chief Bubel distributed Informational Bulletin 23-039 to All Personnel regarding Part-Time Clerk Mary Beth Dambra.

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

The 2024 Budget Hearing Notice and Special Meeting was delivered to the Town of Gates and the Town of Chili on September 27<sup>th</sup>, 2023.

The 2024 Proposed Budget was delivered to the Town of Gates and the Town of Chili on September 27<sup>th</sup>, 2023.

**Chief's Report – Alan R. Bubel:**

Two prospective volunteer members are currently in process; we have eight additional applications sent out.

Part-time Clerk, Mary Beth Dambra, will be working her last day tomorrow.

Career Recruits doing well in the Academy.

FEMA National Fire Department Registry

District/Town Snowplow and Inspection Intermunicipal Agreement – Working with Kurt Rappazzo.

IAFF Peer Fitness Class Contract – Chairman Cox executed contract with approval from the Board.

Motion to approve the IAFF Peer Fitness Class Contract made by Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Expense Requests:  
Health and Safety:

Out of account 531-100 (\$1,471.40), 531-200 (\$1,471.40), 531-300 (\$1,471.40) for water fountain with bottle fill and water filter cartridge (one for each Station).

Motion to approve spending \$1,471.40 for each three Stations for a water fountain with bottle fill and water filter cartridge made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

Out of account 518-400 for 10 boxes of safety glasses at a cost of \$320.00 and 10 boxes of hearing protection at a cost of \$420.00

Motion to approve spending \$320.00 for 10 boxes of safety glasses and \$420.00 for 10 boxes of hearing protection made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Training:

Out of account 541-800, request to send five members to Basic Animal Technical Rescue training at a total cost of \$375.00.

Motion to approve spending \$375.00 for five members to attend Basic Animal Technical Rescue training made by Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Out of account 541-800, request to send two members, including use of a District vehicle, to Basic Passenger Vehicle Extrication Instructor training at a total cost of \$192.00.

Motion to approve spending \$192.00 and use of a District vehicle for two members to attend Basic Passenger Vehicle Extrication Instructor training made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Out of account 541-800, request to send one member, including use of a District vehicle, to Firefighter Training Series Instructor Authorization training at a cost of \$216.00.

Motion to approve spending \$216.00 for one member, including use of a District vehicle, to attend Firefighter Training Series Instructor Authorization training made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Community Risk Reduction:

Out of account 548-000 request for \$1,757.00 for a restock of plastic fire helmets for fire prevention.

Motion to approve spending \$1,757.00 for plastic fire helmets made by Commissioner Werth and seconded by Commissioner DiCaro. Commission polled: All approved.

Request from Monroe 1 BOCES to participate in their EMS Student Intern Program – The program will run from February through April of 2024.

Motion to approve participation in the Monroe 1 BOCES EMS Student Intern Program made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

ARPA Money Update-Battalion Chief Cooper has stated everything that needs to be done on our end, has been done. Battalion Chief Cooper is going to reach out to Walt from the County to get status.

2023 DHSES Grants Regional Workshop Program in Buffalo-The Chiefs and Commissioner Cox and Commissioner Werth attended.

Joe Manuse Smoke & CO Alarm Foundation, met with Chris Roth (Fire Marshal from Brighton). He has requested assistance from us with the Foundation. This has been brought to the Board of Directors.

IAFF Local 3792 Golf Tournament tomorrow at Salmon Creek.

Reminder that NYS Assembly Member Demond Meeks visit on October 3rd to take a look at our fire safety trailer.

Gates Fire District Open House will take place at Headquarters on October 7th from 11:00 am to 2:00 pm.

TSE Trunk or Treat will be held on October 29<sup>th</sup>.

Town of Gates Trunk or Treat will be held on October 29<sup>th</sup>.

Gates Fire District Medal Day will be held at Wegmans Conference Center on November 4<sup>th</sup>.

Gates Town Veterans Day Celebration has been moved to November 10<sup>th</sup>.

Monroe County Veterans Day Parade will be held on November 11<sup>th</sup>.

Community Thank You from the Public Safety Director Rich Tantalo on behalf of his office and the County for allowing he and the probation officer recruit class to attend our 9/11 Ceremony.

Request for Executive Session for several Personnel Matters

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

Purchase Requests:

Request for permission to purchase 20 replacement ballistic helmets and 20 ballistic carriers with armor from New York Police Supply in the amount of \$28,960.00. This is a budgeted request and below the budgeted amount.

Motion to approve the purchase of 20 replacement ballistic helmets and 20 ballistic carriers with armor from New York Police Supply in the amount of \$28,960.00 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Request for permission to purchase six replacement ballistic plates from Buffalo Armory at a cost of \$891.42. This is also a budgeted request and below the budgeted amount.

Motion to approve the purchase of six replacement ballistic plates from Buffalo Armory at a cost of \$891.42 made by Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Request for permission to purchase 20 SOF tourniquets with cases from TAC MED Solutions \$1,141.40. This is a budgeted request and below the budgeted amount.

Motion to approve the purchase of 20 SOF tourniquets with cases from TAC MED Solutions at a cost of \$1,141.40 made by Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Request for permission to purchase one replacement Elkhart Flowmeter battery from Witmer Public Safety Group for \$102.00. There are funds to cover the expense.

Motion to approve the purchase of one replacement Flowmeter battery from Witmer Public Safety Group for \$102.00 made by Commissioner Comenale and seconded by Commissioner Hancock. Commission polled: All approved.

Request for permission to purchase four Goodyear tires from Lewis General Tire in the amount of \$2,704.28. These are for replacement of the rear tires on 4530. There are funds to cover the expense.

Motion to approve the purchase of four Goodyear tires from Lewis General Tires in the amount of \$2,704.28 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

Request for permission to purchase additional rope rescue equipment from Witmer Public Safety Group in the amount of \$753.00. There are funds to cover the expense.

Motion to approve the purchase of additional rope rescue equipment from Witmer Public Safety Group in the amount of \$753.00 made by Commissioner Comenale and seconded by Commissioner Werth. Commission polled: All approved.

4512 Bid Update – We did not receive any bids, but we did receive a letter from one manufacturer, stating that they were unable to meet the deadline. Assistant Chief Goole would like to work with our legal counsel to update language in the bid spec for replacement of 4512.

Motion to approve Assistant Chief Goole to work with District legal counsel to update language in the bid spec for replacement of 4512 made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: All approved.

**Chairman Cox's Report:**

Disposal of outdated furnace filters at Station 2 which have no use.

Motion to approve the surplus outdated furnace filters at Station 2 made by Commissioner Cox and seconded by Commissioner Comenale. 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:**

Sale of 2016 Tahoe – One bid from John M. Kellen, Jr. of Caledonia Fire Dept. for \$10,200.00 Per our legal counsel, the vehicle may only be sold with lights and sirens to an emergency response agency.

Motion to approve selling the 2016 Tahoe, in the amount of \$10,200.00 to John M. Kellen, Jr. of Caledonia Fire Dept. made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: All approved.

**Commissioner DiCaro's Report:**

No Report

**Mark C. Butler, Esq.**

Excused

**Executive Session:**

Motion made at 6:55 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-approved, Commissioner Cox-approved.

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

The Board exited Executive Session and returned to Open Session at 7:14 pm. The Board took no action in Executive Session.

**Open Session:**

No motions were made.

**Adjournment:**

Motion to adjourn the September 28th, 2023, Regular Commission Meeting at 7:16 p.m. made by Commissioner Comenale and seconded by Commissioner DiCaro. Commission polled: All approved.

Respectfully submitted,

Donna Capone  
District Secretary