

Bridgeport Fire District Board of Fire Commissioner's Meeting

February 21, 2017 "APPROVED"

Topics	Motion	2nd	Vote results	f/up action
Meeting brought to order at 7:01 pm				
Dan O'Neil (17) – present Joy Gladis (18) – present Steve Farnsworth (19) – present Mike Piscitelli (20) – present Rob Engster (21) – present Al Larsen – Chief - present				
Prior Meeting Minutes -				
Motion to approve the meeting minutes from January 10 and 23, 2017.	DO	JG	All for	
Treasurer's Report -				
Five Star Checking stmt. dated 01/31/2017, Five Star Payroll Checking stmt. Dated 01/31/2017, Five Star Building Capital Reserve Stmt. Dated 01/30/2017, Five Star Apparatus Capital Reserve Stmt, dated 01/30/2017 2016 W-2, W-3 and 4 th qtr. Payroll report were opened by JG, reviewed, initialed and approved.				
Warrant for 2016 Ck # 6740 for \$447.97. Warrant for 2017 Cks 6716-6739 written Jan 11-Feb 21, 2017 totaling \$408,470.09. This included \$400,000 down payment for the new aerial. The Treasurer was ordered by the board to pay all warranted checks.				
2016 1099-INT form presented \$740.62 interest income reported for all accounts in 2016.				
Balance sheet as of February 21, 2017 is as follows: Five Star Checking \$93,059.37 Five Star Payroll 5,085.69 Five Star MM Apparatus 45,587.42 Five Star MM Building 99,124.42 Five Star CD's 201,654.48 Total \$444,511.38				
Transaction detail by Account Jan 11-Feb 21, 2017				
Budget to Actual 2016				
Budget to Actual thru Feb 21, 2017				
Revenue Log as of February 21, 2017 \$215.90 reimbursement for windshield replacement.				
CD and Money Market chart as of February 21, 2017 presented.				
One time annual transfer of \$31,300 was approved and cosigned. Money will be moved from the checking account to the payroll checking to cover all payroll related expenses for the year.	MP	JG	All for	
Motion to approve the Treasurer's reports as written.	JG	DO	All for	
Out of office March 7-10, 2017. Meeting change to March 16 th , 7 pm due to scheduling conflicts with FD hazmat training. Kim to post notice in paper and on town website.				
Purchase Requisitions -				

Dan O'Neil \$85.00 expense reimbursement for ADFSNY Commissioner Training which is a mandatory requirement.	MP	JG	All for 1 abstain	
Kim mileage reimbursement 191 @ \$.535 total \$102.18, Postage \$14.33 total \$116.51.	DO	JG	All for	
US Postmaster - Postage 1 roll of forever stamps \$49.00	JG	SF	All for	
Moore Medical – 2 boxes one touch glucose test strips. \$192.29 total. Emergency purchase approved by Al Larsen and put on service log.				
CNY CPR - recertification for BLS certificates \$40.00 total	JG	SF	All for	
Approval to reimburse \$50.00 monthly Al Larsen and Mike Rhinehart for cellphone usage. They both chose to use their personal cellphones for FD business, rather than a FD phone. This will ultimately save the District money.	JG	MP	All for	
Old Business -				
Pierce – all the required paper work and contracts have been signed by both parties and returned completed. Kim has copies in the District office and on the server.				
Caratozzolo Electric - snowplow update - Steve spoke with Frank and talked about calcium chloride usage. Previous invoice was about 1 1/2 month supply. Use about 7-10 bags per event on apron on Lower Lake Rd. This is the only location that requires its use. Steve thought we should continue business per our contract with Caratozzolo. Next year look into this service more closely before we send out bids. What about our options for doing it ourselves next year? Our bills this season are already the cost of purchasing our own plow and having members take care of it.				
DCJS - grant update. No update on payment. All required paperwork for reimbursement has been submitted.				
AFG - NO UPDATE Don't believe this has opened up yet to date.				
Attendance warning letter. To be sent to the following Rachael Chase, Adam Conley, M. Nicandri, Angela Anderson, Brendan Dauber, D. Southwell, Sebastian Gentile, James Gutierrez, D. Burlew, M. Burlew. Al to sign this week, and Kim to mail certified return receipt.				
Door locks - Any suggestions to minimize the freezing issue. Kim spoke to Chris and the challenges are – 4 contact points that could potentially freeze, Brick building, steel doors. Insulation would be very difficult on a brick building. Replacing the keypad may only solve part of the problem and would be costly.				
Server replacement will occur in the next few weeks. Server, Infinias and camera systems will be moved to upstairs office away from the utility room.				
AFDSNY training anyone still requiring training, once completed can submit certificate and invoice to Kim for reimbursement.				
Ranger - no update on lettering				
Bibbens - wiper install still not complete				
New Business -				
Warranty deed received for the Ovid St. Property and on server.				
First Due Services - \$.21 per foot. Per 2013 NFPA standards. Inspection due in June. We will have more hose to test this year, due to the fact that the Quint was out of service during the inspection. Kim to submit contract and schedule inspection.				
American Red Cross storing non-hazard supplies temporarily in the East Station storage closet. Kim will be receiving an agreement that states 6 month timeframe and an inventory of items stored. ARC was in an emergency situation due to their office being relocated. They wanted to be sure that the emergency supplies stayed in the community and did not go back to Rochester.				

CW – Hit a deer on 01/16/17 after being released from a call. District is not liable for any damages occurring once a call ends.				
Independent Audit – RFP – Kim to post in paper for bid opening on March 16 th . We can contract with the same firm we have used in the past or use a different one moving forward.				
Tax Exempt filing for Ovid St. Completed and sent certified mail to the Town Tax Assessor.				
Chief's Report -				
Hall use - Car Wash – Mynderse LAX boosters Saturday April 1, 10-2. Weather permitting.	MP	DO	All for	
December calls – 39 Fire related 46 EMS. January calls 35 Fire related, 48 EMS.				
Attendance totals - distributed. Shawn Dauber is no longer a member. His gear has been returned and building access deactivated. Joy Gladis is now a social member. Marianne Southwell no longer a member. Ken Campbell Jr. is a social member.				
Completed first classroom EVOC training last night. Recertification of drivers will take place when the weather breaks. Firefighter light weight construction 23 members completed. Hazmat incident command will take place in March. 9 signed up so far. Need a minimum of 10 to run class.				
Have not pursued sale of Quint until we get closer to delivery of new aerial. Probably in another year Once drawings are done 2 members will fly out to Appleton. 8 members for final inspection.				
OSHA training within the next few months.				
Public Comment -				
Motion to adjourn at 8:15 pm.	DO	MP	All for	
Next meeting at March 16th 7 pm.				