

**BRIDGEPORT FIRE DISTRICT BOARD OF FIRE COMMISSIONER'S MEETING**  
**March 13, 2018 "APPROVED"**

TOPICS	Motion	2nd	Vote results	F/up
Meeting brought to order at 7:00 pm.				
Joy Gladis - (18) - present Steven Farnsworth - (19) - present Michael Piscitelli - (20) - present Robert Engster - (21) - absent Dan O'Neil - (22) - present Mike Rhinehart - Fire Chief - present Al Larsen - Deputy Chief - Present				
<b>Prior Meeting Minutes -</b>				
Motion to approve the February 13 and 27, 2018 meeting minutes	JG	MP	All for	
<b>Treasurer's Report -</b>				
Review of 2017 budget modifications and approve the 2017 Final Budget 2017 Financial update Budget remaining funds \$146,360.00 (\$135,504) from sale of surplus equipment, 1451, and 1431. Motion to approve the budget modifications and final budget for 2017 as presented.	DO	SF	All for	
Motion to transfer from checking to: \$100,000 to Apparatus Capital Reserve, \$20,000 Building Capital Reserves and \$20,240 to Undesignated MM. This was based on Board discussion on planning financially for future needs. Both apparatus equipment replacement and Building Repair and or Replacement were felt to be most urgent. Grants from Senator Helming's office have been helpful in funding for protective equipment.	MP	DO	All for	
Resolution 2018-1 Appropriate \$6,120, 2017 budget remaining funds to 2018 Budget. Motion to trans \$6120 from 2017 protective equipment to 2018 protective equipment for 2018.	DO	MP	All for	
Five Star Checking Stmt. and Payroll Checking Stmt. dated 2/28/18, Five Star Apparatus, Building, Equipment and Undesignated stmts. were opened by JG, reviewed, initialed and approved.				
Warrant for checks written February 14-March 13, 2018 Check # 6992, 6996-7016 Totaling \$7647.42				
Balance Sheet as of March 13, 2018 is as follows: Five Star Checking           626,690.21 Five Star Payroll Cking       41,170.73 Five Star Cap Res Bldg       231,309.86 Five Star Cap Res App       115,613.02 Five Star Cap Res Equip       95,101.15 Five Star Undesignated       38,494.19 <b>Total                           \$1,148,379.16</b>				
Transaction detail by account Feb 14-Mar 13, 2018 was presented.				
Budget to Actual year to date thru March 13, 2018.				
Money Market chart as of March 13, 2018.				

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Revenue log as of March 13, 2018, Tax levy check \$443,000.00, Town of Ovid sale of loose equipment \$2450.00, and Miller's Fire Equipment sale of loose equipment/outdated turnout gear \$1110.00.				
2018 Transfer \$27,906. To Capital Reserve Building approve transfer. Signed and will be forwarded to Five Star.				
2018 Transfer \$20,000. To Capital Reserve Apparatus approve transfer. Signed and will be forwarded to Five Star.				
Depository Trust Co. Lease payment Principal \$25,000 and interest \$6546.88 due 04/01/18.				
Motion to approve the Treasurer's reports as written.	MP	DO	All for	
<b>Purchase Requisitions -</b>				
Churchville Fire - 1 ea. Leatherhead Irons Axe & 30" bar with Velcro Strap \$235.00, 1 pack 5003 Irons Mount \$213.00. Total \$448.00 for new Pierce 1431. Acct # A3410.432 Expendable Equipment.	JG	MP	All for	
Churchville Fire Equipment - 2 Ea. Globe metro coat \$1488. Ea., 2 ea. Globe metro Pants \$1057. Ea. Total \$5090. Acct A3410.260 globe leather. Z Bishop, AJ Daily	MP	SF	All for	
Churchville Fire - 1 ea. Globe 1201-400 Leather boots sz. 10 1/2. \$350.00 total Acct # A3410.260. A3410.260 Protective Equipment. J. Ashley	DO	MP	All for	
Kim Gribnau - Mileage reimbursement 110 miles Feb 5-March 2, 2018, \$59.95 Quickbooks 2018 upgrade purchased with KG credit card. For \$199.99 total \$259.94. Receipts attached. Acct: A3411.461 Office Supplies.	JG	MP	All for	
Joe Basil - \$30,567.23 for the new heavy duty pickup. Truck has been ordered.	MP	DO	All for	
Donovan-Luska - 2 wet floor caution signs \$14.95 ea. Total \$29.90 Acct # A3410.490 property maintenance.	JG	MP	All for	
Seminar for Local Officials sponsored by the Office of the NY State Comptroller. April 19, 2018 No charge. To be held at Town of Ogden Town Hall. Kim to attend.				
Reimbursement to Frank Catalano for 11 ea. Ice rescue guide books \$18.00 total \$198.00 water rescue decal \$25.00 Total \$223.00 Lifesaving Resources invoice presented and on file. A3410.480 Training	SF	MP	All for	
I am responding \$650.00 Contract 4 of 5 years. Program not widely utilized. Is it worth the \$650.00 per year? What is the fee for cancellation? They will not give up maps of our hydrants and release to 911 Spillman program. Seneca County dispatch program. Does not speak favorably of I am Responding. Is Pinsky a silent partner? Continue until it is up for renewal.				

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Cody Reagan expense voucher for mileage reimbursement for 34 days of BFO and IFO FF training center. Training round trip total 1251 miles. Not old enough to drive FD apparatus so had to use personal vehicle. It is a requirement of the job. Unless we change the policy we will open flood gates and where will reimbursement end? Policy change to state "out of County Training?" Lower driving age from 21 to 18 for new vehicle. CR cannot drive after 9, does not have a night license. Training schedule and attendance. Require specific dates you drove per IRS regulations. Need copy of the schedule. Motion to deny as submitted. Inquire about changing policy with no restriction on D license to drive to and from training only.	DO	MP	All For	
<b>Old Business -</b>				
Churchville Fire - Agreement dated March 12, 2018 January 1, 2018-December 31, 2019 - 2 year lock in labor rate \$105.00 per hour. This contract will be financially beneficial as we will not be subject to increase in 2019.	JG	DO	All for	
Massa Construction- Has given us an email commitment to replace the entire concrete apron at their expense. Kim requested this in writing. Chief will recommend some start dates for the repair.				
If we award the concrete drain project that was bid last month to Massa. The projects could be done simultaneously and will be more convenient for the FD. If we go with Massa we need to insist on a warranty for both projects. 1 year on workmanship and concrete stability. Step 1 guarantee repair apron at your cost. Step 2. Can Massa provide us with written guarantees of workmanship for 1 year for both projects? Motion to approve Massa's bid of \$21,500 for drain project contingent on a guarantee clause. Good faith clause, 'they will be repairing concrete apron at their cost, if not we will not honor the contract award for the drain project. Moving forward we need to add warranties to our RFP's.	DO	JG	All for	
Attorney letter sent to RE certified and first class Feb 26th. No response as of March 13th per Brad Pinsky.				
Covert Security and Optimal Technology – 2 separate bids for addition of 2 cameras for the West Station. One interior near new aerial and one exterior front apron/W Bayard St. Optimal Tech \$2600 includes mounting and configuration and cable runs. Covert \$4230.00 will need to get IT assistance for configuration so not included in \$. Or \$3060 for all new cameras if we trade in the 3 we currently have in use at the West Station. Question came up about continuous traffic and thus almost continuous recording. How much space on recorder? Table until next month.				
West Station committee on hold until we get appraisal completed. Kim contacted Greg Doan and he is working on a bid. Going to request completion for next board meeting.				
Letter written to Town of Seneca Falls requesting placement of a Fire hydrant to Lake Rd. Spur. Signed by Steven Farnsworth on Behalf of the BFD and SFVFD.				
Saw repair completed. Mike to pick up by end of the week. Approx. total \$460.00 for 3 rotary 6 chain, 4 cans of fuel.				

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AED spares 3 or 4. Letter read from Dr. Frank Catalano, requesting one be donated for his Chiropractic office in Waterloo. Requests from Junior League Football, and Mynderse HS Baseball. We would keep one as a spare. Motion to donate all 3. We will deliver AED's with a letter stating we have no further responsibility for maintenance and training is necessary.	DO	MP	All for	
<b>New Business -</b>				
Drain odor continues at West Station. Deb has permission to dump extra bleach and see if it helps reduce stench.				
Aerial update - week 10 of production. Progressing, no ladder as of Friday. Progress is steady. Predicting 2 or 3rd wk. in April for inspection trip.				
Plow pricing presented from state contract. - V plows are approximately \$1000.00. Some prefer straight and some v blade. V blade is useful to bank snow. Hardware Western plow used by MR no problems with it. Western and Fisher are made by same company. The only difference is mounting. 3 Western dealers within 15 miles. An employee would have time to plow and a V plow requires more finessing. Less to mess up with a straight bladed plow. Motion to approve the straight Western w shoekit and night hawk headlamps installed for \$4468. Additionally, Tibren Front Suspension pkg. installed \$330.00 Total: \$4798.00 Acct.# A3410.200.	JG	MP	All for	
Lawn RFP - any changes? Place markers on Ovid Street where mowing to occur weekly and at rear as needed. MP to stake out with markers. TS bush hogged entire property. Neighbor in the rear of property has been mowing and using some of our property and has planted a few trees. No trespassing signs? Steve to talk to neighbor on behalf of district. Concerns over liability. May need to request a letter from Attorney.				
Scott air packs up to 4 extra due to sale of 2 engines. MR requesting permission to declare surplus - Chemung Co FD interested. Not sure what they are willing to pay. That will leave us enough air packs to outfit the new truck and 1 or 2 spares. \$750-\$1000 each. Motion to declare surplus.	DO	MP	All for	
Seneca County Board of Elections - 2018 Polling site agreement. Elections to be held: June 16, Sept 12, and Nov 6, 2018. Included insurance certification. Statement added to policy that reads 'polling machine will be locked nightly in an office with limited access'.	JG	MP	All for	
Substance Abuse Policy additions reviewed and approved. Rewrite with approved changes and approve new document at our next meeting.	DO	MP	All for	
<b>Chiefs Report -</b>				
Calls - Feb 2018 21 Fire and 5 EMS related.				
Attendance 04/01/17 - 02/28/18. FD elections to be held April 5th.				

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Need a Head count for Final inspection trip. Will only have 2-3 week notice at the most. Possibly 2nd or 3rd week in April if all stays on track. MP, MR, AL, LA? May need to authorize MP to sign off on the truck on behalf of the District. If open spots? 8 spots are paid for. If only 6 go, refund or credit at Churchville or put toward and possible changes. For FD, depends on what week.				
Hall use - Brian Andrews for wife's memorial, March 31st. Fees waived.	MP	DO	All for	
Motion to enter executive session at 8:51 to discuss personnel matters.	JG	MP	All for	
Motion to exit executive session at 8:55 pm and reenter regular board meeting	DO	JG	All for	
<b>Public comment - none</b>				
Next meeting scheduled for April 10, 2018. Motion to adjourn at 8:56 pm	SF	DO	All for	