

**Bridgeport Fire District Board of Fire Commissioner's Meeting
May 13, 2014 "APPROVED"**

Topics	Motion	2nd	vote results	f/up action
Meeting brought to order at 7:10 pm.				
Matt Anderson (14) - present Tim Burgess (15) - absent Tom Liebner (16) - present Teresa Dauber - (17) - present Joy Gladis (18)- present Al Larsen - Fire Chief Mike Pettingill Tim Smith				
Opening of sealed bids for Janitorial RFP. None received. The board discussed hiring an employee for the janitorial duties. We would need to add them to payroll? Kim to contact insurance company to inquire about coverage for workman's comp and she will also contact our payroll provider for an estimate of additional expenses.				
LOSAP presentation - Ed Holohan - Penflex - Presented a variety of options regarding this type of service award program. The board is looking for this as a recruitment and retention tool. Al to provide an active membership roster and Ed will provide us with an estimate for costs. Kim to contact VFIS our current insurance provider for their options and costs.				
Prior Meeting Minutes -				
Approved as written -	MA	JG	all for	
Five Star Checking Statement for 04/30/2014 and Five Star Payroll Checking for 04/30/2014 opened, by JG, reviewed, initialed and approved.				
Five Star Checking balance as of 04/30/2014, \$499,026.57. Five Star Payroll Checking balance as of 04/30/2014, \$6877.64.				

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<p>Hubbinette-Cowell Associates invoices 20999 Portfolio/Umbrella policy \$16,422.09, inv #21000 Crime Policy \$666.00, inv# 21001 \$4308.00 @014 expenses are \$21,396.09, 2013 \$22,139.70. Property values increased approximately 4%. Management liability is different than prior year. Covers \$1 Million for claims such as wrongful termination and harassment. Crime Policy covers District, SFFD and Ladies Auxiliary: theft of equipment and funds. Current bonded limit is \$650,000. The board requested an increase to \$750,000. Kim to contact VFIS for adjustment. The fire chief was reminded and it was suggested to hand out Change of Beneficiary forms to all new hires and annually at their business meeting.</p>				
<p>Warrant for checks # 5927 - 5949 written April 15 - May 13, 2014 totaling \$32,913.46. Claims were audited by the Board of Fire Commissioner's and the Treasurer was ordered to pay all vouchers audited and approved by the board.</p>	TL	TD	all for	
<p>Transaction Detail by Account presented for period April 15 - May 13, 2014. Questions regarding high insurance costs this year. Kim to research 2013 vs 2014 expenses and report back to the board.</p>				
<p>Balance sheet as of May 13, 2014 presented. Five Star Checking account balance \$464,331.28. Five Star Payroll Checking balance \$6,791.88. Five Star CD accounts totaling \$285,707.07. Total assets as of May 13, 2014 \$756,830.23.</p>				
<p>Budget to Actual report ending May 13, 2014 presented to the board. Motion to approve the budget as presented.</p>	TL	TD	all for	
<p>Revenue log year to date through May 13, 2014 presented to the board. Interest payment to CD # 9855 \$48.16, CD # 9871 \$69.27 and CD # 9898 107.60 Statement reviewed by JG, initialed and approved.</p>				
<p>Mark Butler response presented to questions regarding process for renewing Cd's and placing in approved capital specific accounts.</p>				

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<p>CD log presented to the board. 3 maturing CD's rates have dropped and best rate was offered by Five Star Bank at .25% . Competitive rates on file. Other lenders offer more competitive rates but only to customers that have checking accounts at their bank. Motion to rollover and invest at Five Star Bank at .25% for 12 month term. Resolved that pursuant to section 6-g of the General Municipal law as amended, the Bridgeport Fire District does hereby assign the following sum from account ending 9898 \$42,558.45 for Apparatus Repair and Replacement Capital Reserve Account Resolution No. 2014 -1; from account ending 9855, \$23,797.69 and account ending 9871 \$27,438.85 Building Repair and Replacement Capital Reserve Account Resolution no. 2014-2; from account ending 8894 \$27,228.27 plus interest not yet paid to Equipment Repair and Replacement Capital Reserve Account Resolution No. 2014-3.</p>	TD	MA	all for	
<p>I Am Responding program. Kim to change budget item and place under cell phone/internet account. Year 3/5 was unpaid and the board approved another payment for \$650.00. This will complete the payments to I Am Responding. The board to review this program to determine if we are utilizing it and if this should be a budget item for 2015.</p>				
<p>Purchase Requisitions -</p>				
<p>Ferrara Lumber - 2 pcs \$429 each each paint for tools to mark for each individual vehicle. Total \$8.58 acct A3410.433 expendable supplies</p>				
<p>Seneca Falls Fire Dept. - Recruit NY Weekend food expenses \$383.66 acct Training A 3410.480</p>	MA	JG	all for	
<p>Seneca Falls Fire Dept. reimbursement fuel non ethanol for WR2 6.001 gal \$25.56 total Acct# 3410.430.</p>	JG	MA	all for	
<p>Auto zone - Batteries - water rescue 2 Fuel additive.....</p>	TD	TL	all for	
<p>MN8 Fire Fox illuminating kit 2 each additional to purchase with department card and then District reimbursement 3410.433 expendable supplies</p>	MA	TD	all for	
<p>Churchville Fire Equipment - pack model K-5003 Tool Holders Parts \$460.00 Labor \$380.00 mounted 1402 inside doors. acct# A3410.450 equipment maintenance.</p>	TL	JG	all for	
<p>Churchville Fire Equipment - #1403 repair rear discharge. Ext by 12"" and Brace Parts \$760.00 and Labor \$ 1235.00 total \$1995.00 A3410.450 Equipment maintenance.</p>	TL	MA	all for	

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Air conditioning #1402 installation similar to what Pierce installs at factory. \$11,000 plus quote.. Al to get additional quotes before board approval.				
Seneca Office Products 1 package green copy paper \$7.25 Acct # A3411.461 Office Supplies.	JG	MA	all for	
Beardsley Design Prepare new floor site plans, site visit and one site meeting for review at West Bayard St. Station. \$3000.00 Acct: A3410.290 Improvements	TL	MA	all for	
Churchville Fire Equipment - 10 globe 14" Structural Fire Boot. For interior firefighters only and to match current inventory. \$320.00 each, total \$3200.00. Acct # A 3410.200 Fire Equipment	MA	JG	all for	
Old Business -				
Alarmtech waiting for door replacement to complete installation.				
Incarnato Plumbing drain project still not completed				
Halco to install hanging heater on 5/19/2014				
Finger Lakes Construction contacted to complete the replacement of the lock mechanism on the rear entry door under warranty.				
Caratozolo Electric repaired and replaced photo eyes on outdoor lighting controls for all sites. Service work approved by the board and on service log.				
Grant - Kim contacted for update. All of our paperwork is complete, waiting for 2 departments to sign off, then will issue a check.				
VFIS				
Recruit NY weekend took in several new applications, paid for food because running a full page ad was very costly				
Qualified Driver list- not available yet. Chief working on it.				
Seat Belt Engine 3 - not repaired				
New Business -				
LAX thank you note read for hosting car wash fundraiser.				
2 Quotes received for Door replacement North door at West Station.Finger Lakes Construction \$3984.00 and Mike Laird \$3500.00 Motion to approve Mike Laird \$3500.00 with \$1800 deposit. He was the low bidder.	TL	TD	all for MA abstaine d	
Chief's Report -				
Call Report - not available				

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Hall use Request - Mynderse LAX fundraiser May 17, 2014 9:45-2:15. Hall use request ITT/Goulds steel workers union meeting May 19, 2014 8-?.				
New membership applications - all pending completion of arson checks RAM - Jacob McGhan Regular membership: Bob Nicandri Marianne Southwell Dale Southwell David Pitcher Taylor Litzenberger	MA	JG	all for	
Public Comment - none				
Motion to adjourn at 9:47 pm.				
Next meeting scheduled for June 10, 2014 at 7 pm.				