

**BRIDGEPORT FIRE DISTRICT BOARD OF FIRE COMMISSIONER'S MEETING**

**April 10, 2019 "APPROVED"**

| Topics  | Motion | 2nd | Vote results |
|---|--------|-----|--------------|
| Meeting was brought to order at 7:00 pm.  |        |     |              |
| Daniel O'Neil (23)- Board Chairman present<br>Joy Gladis (19) - present<br>Michael Piscitelli - (20)- present<br>Robert Engster (21) - absent<br>Timothy Hoster (22) - present<br>Al Larsen Fire Chief - present<br>Steven Farnsworth – Deputy Chief - present  |        |     |              |
| <b>Prior Meeting Minutes -</b>  |        |     |              |
| Motion to approve the meeting minutes from March 12, 2019.  | JG     | TH  | All for      |
| Clay Lehning - GBT real regarding 109 Ovid St. Property.<br>15 B restrictions "living quarters" can be removed. Building to sit on frontage and other building would be in the rear. Leave current access road to us and they will apply for curb cut for own access. Mentioned that we would not want to keep any of the acreage. That additional acre would not change the purchase price. They do not have any use for it. Perhaps neighbor in rear may want additional acreage. Access may line up with muni building across the street. What will be built? Non-disclosure - national variety retail store.<br>Contract questions: modify for adding acreage.<br>Multiple signatures on contract? Who signs? Remove section B ii - N<br>Will need a referendum because it will be over \$50K. Mid may for a contract if we decide we want to sell. Process:<br>150 day inspection period - engineering, state approvals etc. Must be done before closing. Want as much done before building season is over. Want to break ground this year.<br>If we have a vote with town residents, someone from GBT can be there to answer questions if deemed necessary. |        |     |              |
| 109 Ovid St. What do we want to do with property? Have not deemed surplus at this point. TH - property too far from the development stage and not benefiting district. MP- after speaking with Beardsley we probably can improve the Bayard St Station the way we want. While under contract ask that they be responsible to brush hog until sale is final. Bayard street is the best location and we own property. A new building on Ovid St location is very costly. Motion to surplus the Ovid St. Property.   | DO     | MP  | All for      |
| Motion for referendum -30 days if published on the 11th, 30 days would be Monday May 13th. 6-9 pm. To authorize sale of surplus land on 109 Ovid Street Which has a fair market value in excess of \$50,000.  | JG     | DO  | All for      |
| Election clerks - Debra Larsen, Medina Bonacci, Sarah Gladis \$12.00 per hour 3.5 hours.  | DO     | MP  | All for      |
| <b>Treasurer's Report -</b>   |        |     |              |
| Five Star Checking and Payroll Checking dated 03/31/19, Five Star MM Apparatus, Building, Equipment and Undesignated MM statements dated 03/29/19, were opened by JG, reviewed, initialed and approved.   |        |     |              |
| Warrant for checks written March 13-April 9, 2019 cks # 7302-7319 totaling \$115,963.04. Includes Depository Trust Co bond pmt for \$25,000 and interest \$5984.37, PNC Financial lease payment \$76,713.21. The treasurer was ordered by the board of fire commissioner's to pay all warranted items.  |        |     |              |
| Transaction detail by account for March 13-April 9, 2019 was presented.   |        |     |              |

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| Balance sheet as of April 9, 2019 is as follows:<br>Five Star Checking \$324,208.35<br>Five Star Payroll Ck 67,520.25<br>Five Star MM App 235,732.18<br>Five Star MM Build 349,209.64<br>Five Star MM Equip 95,150.19<br>Five Star Undesign 58,764.12<br><b>TOTAL \$1,130,584.73</b>  |        |     |              |
| Budget to actual through April 9, 2019 was presented.   |        |     |              |
| Money Market chart through April 9, 2019.   |        |     |              |
| Revenue log through April 9, 2019. Check received from the following:<br>Town of SF \$453,080.09 tax levy check<br>SFVFD \$160.91 - 2% overpayment reimbursement<br>The State Insurance fund \$302.50 insurance dividend  |        |     |              |
| Transfer \$60,000 from checking to payroll checking for 2019 payroll related expenses.  |        |     |              |
| 2018 2% overpayment from Town of SF, \$160.91 deposited 04/02/19.   |        |     |              |
| Table discussion for 2018 budget remaining funds until next month.  |        |     |              |
| Approve the Treasurer's Reports as written.   | DO     | MP  | All for      |
| <b>Purchase Requisitions -</b>  |        |     |              |
| Kim Gribnau - mileage reimbursement – 100 miles @ \$.58 \$58.00 total March 4-28, 2019.   | JG     | TH  | All for      |
| Optimal Technologies – IT service support contract 20 hours \$2250.00, price has been stable for last 8 years.  | MP     | TH  | All for      |
| Churchville Fire Equipment –3 ea. Lettering patches: \$45.00 ea. Z. Larsen, M. Turner, M. Mestan Expend equipment \$135.00 total Acct # A 3410.432  | MP     | JG  | All for      |
| MES - 2 ea. Honeywell Morning Pride flat red helmets. 2 quotes received, MES was the least expensive. \$289.00 each. Total \$578.00.<br>Acct # A 3410.200 Fire Equipment  | MP     | TH  | All for      |
| Municipal Emergency Services. 20 airpacks upgraded to 2018 standard. In August when available. Chief offering to district landfill donation of approx.. \$8000 to offset some of costs. Seen attached quote for specifics of all equipment included. \$169,718.32 total. Outright pay vs leasing? Lifespan of current pack we have. Not sure. Dival was not easy to work with. Did not seem like what they were going to give us for a trade in was a very good value. MES does not want our air packs. So it makes sense to throw in face pieces. Recommends selling through Dalmation and recoup \$10-15k for the sale. This will be done once all the new equipment has been received. |        |     |              |
| How to purchase the airpacks? Last major purchase to get the FD up to standard and replace necessary gear. These airpacks will last 10 years. Last hydro test, 3 were scrapped. Motion to approve the purchase of 20 airpacks and related equipment from MES.   | TH     | MP  | All for      |
| Motion to take \$49,000 from the undesignated capital reserve fund, \$50,000 from the 2018 budget remaining funds toward purchase. Motion includes appropriating the \$50,000 to the 2019 budget.   | DO     | TH  | All for      |
| <b>Old Business -</b>   |        |     |              |
| Survey for SH lot - Should we give the remaining property east of lot to the West line directly south in its entirety? GBT wants 5.5 acres. DO to speak to Clay regarding changes to sale.  |        |     |              |
| VPN replacement and working well. Work complete.  |        |     |              |

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| Long Range planning. Met with Joe Kime from Beardsley. We feel after the meeting that we can make the improvements to the Bayard street site that we have been discussing. Still don't know what the game plan and best \$ senario would be for this project. That will be determined as we move forward through this project. Budget for AE services 10% of total building costs. The committee would like to move forward with this project and finally get the necessary improvements made to this building We probably should have our district attorney review this contract. We should have this reviewed before undertaking this project. Motion to have it review by our attorney. Amend this so we can approve for May 14th meeting.   | DO     | TH  | All for                  |
| #1451 will be out of service on April22nd for repair work at Bill Cram.   |        |     |                          |
| Scissor Lift rental – light bulb replacement in truck bays– not scheduled.  |        |     |                          |
| Seneca Co Codes – Bryan installed door closer. HALCO – AC service and chimney flue replacement completed on April 3 <sup>rd</sup> .   |        |     |                          |
| Pierce recall – update – computer recall completed, regent blanket ordered. Pierce will complete.   |        |     |                          |
| Lawn maintenance –Check list – necessary – Will need to purchase a leaf Blower and any loose equipment at Ferrara's. Push mower?  |        |     |                          |
| <b>New Business -</b>   |        |     |                          |
| 2018 annual Audit documents submitted to accountant.  |        |     |                          |
| Floor wax in poor condition at East Station – TH to get a price quote.  |        |     |                          |
| Bryan will get the mower ready for spring cleanup.  |        |     |                          |
| <b>Chief's Report -</b>   |        |     |                          |
| The Seneca Falls Fire Department held the Elections of Officers on April 4, 2019 at 7pm at the East Station there were 30 members present. The Elections were held in accordance to Roberts Rules of Order.<br>1461 Chief: Al Larsen<br>1462 Deputy Chief: Steve Farnsworth<br>1463 Assistant Chief: Lewis Archer<br>1464 Assistant Chief: Don Spear<br>1465 Assistant Chief: Josh Larsen<br>1466 Captain: A.J. Daily<br>1467 Captain: Zachery Bishop<br>1468 Captain: James Varriccho<br>1469 Captain: Mike Piscitelli<br>President: Tim Hoster<br>Vice President: Frank Catalano<br>Secretary: Frank Sinicropi<br>Treasurer: Joy Gladis<br>Assistant Treasurer: Mike Piscitelli<br>Board of Directors: 5 year, Mitch Buehler; 4 year, Nick Capacci; 3 year, Deb Larsen, 2 year, Ken Campbell 1year, TJ Casamassima. |        |     |                          |
| Motion to approve the officers 1461-1468  | DO     | TH  | All for                  |
| Motion to approve 1469  | DO     | TH  | All for<br>MP<br>abstain |
| Call totals – na  |        |     |                          |
| Attendance report – completed – print copies not ready for meeting.   |        |     |                          |
| Hall use requests – D. Larsen June 1 and 2 <sup>nd</sup> – Bridal Shower and Birthday. Fees waived.   | DO     | MP  | All for                  |
| LAX car Wash May 4, 10-2, West Bayard St. Station   | MP     | DO  | All for                  |
| Ray Kriegelstein – May 12 and June 16, 2019 Birthday parties – Fee Waived   | DO     | TH  | All for                  |

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| Girl Scout car Wash Saturday, April 27, 2019 11-4.            | JG     | MP  | All for      |
| Robert Nicandri request to move from active to social member. |        |     |              |
| <b>Public Comment</b> – none                                  |        |     |              |
| Motion to adjourn at 8:51 pm.                                 | JG     | MP  | All for      |
| Next meeting May 14 <sup>th</sup> , 2019 7 pm.                |        |     |              |