

Bridgeport Fire District Board Of Fire Commissioner's Meeting
May 10, 2016 "APPROVED"

Topics	Motion	2nd	Vote results	F/up action
Meeting brought to order at 7:06 pm				
Tom Liebner(16) - present Dan O'Neil (17) - present Joy Gladis (18) - present Bill Rhinehart (19) - present Mike Piscitelli (20) - present Al Larsen Lewis Archer Steve Farnsworth Tim Smith				
Prior Meeting Minutes -				
Motion to approve meeting minutes from April 12, 2016				
Treasurer's Report -	DO	MP	All for	
AUD 2015 - complete Budget modifications presented to the board and reviewed. 2015 excess funds \$19,884. Motion to approve the budget modifications for 2015. In the next few weeks we will be discussing long term plans and needs. Decision on use for excess funds tabled until next meeting. Kim to deliver copy to the town.	TL	JG	All for	
Five Star Checking Statement dated 04/29/16, Five Star Payroll Checking Statement dated 04/29/16, Five Star Money Market Statement dated 04/28/16, and the payroll reports for the month were opened by JG, reviewed, initialed and approved.				
Five Star Checking balance as of 04/29/16 was \$332,446.42. Five Star Payroll balance as of 04/29/16 was \$5,712.02. Five Star Money Market as of 04/28/16 was \$99,109.38.				
Warrant for Checks written April 13 - May 10, 2016 ck # 6485-6508 totaling \$9822.29.	TL	DO	All for	
Balance Sheet as of May 10, 2016 is as follows: Five Star Checking \$328,542.01 Five Star Payroll 5,712.02 Five Star Money MKT. 99,109.38 Five Star CD's 526,723.26 Total \$960,086.67				
Transaction Detail By Account presented April 13- May 10, 2016.				
Budget to Actual thru May 10, 2016 presented.				

**Bridgeport Fire District Board Of Fire Commissioner's Meeting
May 10, 2016 "UNAPPROVED"**

Topics	Motion	2nd	Vote results	F/up action
CD Chart of accounts as of May 10, 2016. 4 CD maturing this month. Competitive rates we sought out and Five Star Bank offers best rate of returns. Rates on file. Motion to combine the 2 apparatus accts ending 3563 and 1234 to one 12 month CD. Interest rate .12%. Roll over Equipment CD ending # 4950 to a 12 mo CD @ .12%. Roll over Building CD ending # 3695 to a 12 mo CD @ .15%. Customer information forms were completed by Bill and Dan and will be submitted to Five Star so they can be added to the bank accounts for signing purposes.	TL	JG	All for	
Revenue Log as of May 10, 2016 presented to the board. AI requested the funds from the hovercraft sale be place in the budget for fire equipment capital expenditures. Acct# A3410.200. We will discuss future needs at an upcoming planning meeting and vote at next board meeting.				
Motion to approve the Treasurer's reports as written. Kim was ordered by the Board of Fire Commissioner's to pay the warranted items for April 13-May 10, 2016.	TL	DO	all for	
Purchase Requisitions -				
Travel expenses for Lewis Archer for tolls and mileage to drop off Quint at ChurchvilleFire for UL aerial repair. Mileage 143.4 @ \$.54 per mile total \$77.44 and tolls \$28.30 Total \$105.74 acct# A3411.456 Travel.	TL	MP	All for	
Steven Farnsworth - Diesel fuel for Quint \$30.00 acct# A3410.430 Fuel.	MP	JG	All for	
Reimbursement to SFVFD for fuel for WR-1 \$232.25 A3410.430 Fuel	TL	JG	All for	
ChurchvilleFire Equipment - TFT-AA 25NT-NX 6" NST MIAe to 5" Stortz for Engine 1 and 2 and one spare for cabinet \$132.00 ea.. Total \$390.00 acct# A3410.200. Fire equipment.	TL	DO	All for	
MES replace single gas CO meters current supply almost out of date, some not working. MES and Churchill quotes obtained. MES - \$139.00 ea.. Total \$695.00. Churchville \$204.00 ea. And quotes on file. Cact# A3410-432 Expendible equipment.	JG	BR	All for	
Fingerlakes Communication 2 ea. XPR7550 UHF portables \$879.99 ea., 2 ea. Impress Remote Speakers \$72.00 radios. Programming included. Shipping \$24.00 total \$1927.98 acct# A3410.270 Radio Equipment AI and Mike to tryout before replacing any additional FD portables.	TL	BR	All for	

Bridgeport Fire District Board Of Fire Commissioner's Meeting
May 10, 2016 "APPROVED"

Topics	Motion	2nd	Vote results	F/up action
Seneca Office - 2 packs green paper \$7.25 ea., 1 double pack black ink CE320A \$131.90, 1 each magenta ink CE3222A, yellow ink CE#323A and blue ink CE321A \$67.99 each total \$350.10	TL	JG	All for	
Kim Gribnau mileage reimbursement 258 @ .54 per mile \$ 139.62 and postage \$25.55 total \$164.87.	TL	DO	All for	
Old Business -				
Bergmann Associates - long range planning status - Tom would like to schedule a meeting. Agenda item to discuss spending and goals for apparatus long term. Justification of long range plans and expenditures to community is very important. Tom to send email with topics to be discussed. We need to start having regular weekly meetings. Wed or Thursdays may be best. Meeting planned for Thursday, May 19th 6 pm.				
Both Dan and Bill have completed their oath of office. Both are working on completing their training requirements.				
Contact sheet updated and distributed.				
Procurement policy and additional policy information sent from Dave Garwood office. Copies distributed for review and discussion at a later date.				
Training binder printed and distributed to Al. Also available on the server.				
Devair compressor no update				
Inventory - Lewis has started the process. Other Captains wil assist Bill thru the process. Al is waiting for inventory stickers, delivery has been delayed. Will complete inventory once the sticker are available.				
Safety Trailer - still in back lot.				

Bridgeport Fire District Board Of Fire Commissioner's Meeting
May 10, 2016 "UNAPPROVED"

Topics	Motion	2nd	Vote results	F/up action
<p>St Anthony's festival - questions emailed to Kim and reviewed with the board.</p> <ol style="list-style-type: none"> 1. Bridgeport Fire District will be listed on any contracts as land owner. 2. Tim Smith is responsible for mowing and field upkeep. 3. Holes will be filled in. 4. Yes, parking is permitted on the field. 5. No charge for usage. Damages to property will be the financial responsibility of the SMS. SMS to be responsible for electric and water charges during the time the lot is occupied. 6. As per the post possession agreement, all SMS property must be removed no later than November 2016. 7. Field access from approx. 8/24 thru 9/12/16. Insurance documents must reflect this. 8. Bocce access and work. Ensure proper insurance documentation. 9. Control burn ok. When would you like this done? SMS will need to let us know what they would like burned. SMS will need to use a magnet to pick up nails post burn. 10. Kim to follow up with SMS committee. 				
<p>Ovid Street mowing and clean up. Over 7 acres of mowing \$360.00 initial charge. Should keep up on it so it stays looking decent. Mow front more frequently SMS sign forward. Tim on as needed basis. Mow a week before the festival. Tim provided updated insurance documentation. On file in office.</p>				
<p>AFDSNY training attendee by Kim. Training was informative on a general basis. Kim gained greater knowledge on the Capital project process. Thank you to board for allowing her to attend.</p>				

Bridgeport Fire District Board Of Fire Commissioner's Meeting
May 10, 2016 "APPROVED"

Topics	Motion	2nd	Vote results	F/up action
UL Testing - Quint is still out of service. 3 major issues Stabilizing jack hydraulic cylinder. Sent out for remanufacture. Will be back in service hopefully by end of next week. As soon as it is operational, people at E-one will send a welder to weld and repair the deficiencies. Relief valve has been ordered and is not in yet. Looking into status update. UL inspector would like to recertify the Quint at ChurchvilleFire facility. It will cost the district less in travel expenses. Lewis said he will ensure Preventative Maintenance will be done while truck is at ChurchvilleFire so it does not need a return visit. Structural integrity of ladder is under warranty. Not sure about fee for sending welder for repair. Al will keep board updated when possible.				
First Due Services- Hose Testing completed May 6, 2016. All trucks fitted. Quint will need to be retested as it was not in SF during the inspection. Should consider replacing some of the hose. At least 9 pieces failed. Different widths. Bill motioned to surplus couplings and hose should be scrapped. Money to be placed in a fund for future misc needs.	BR	JG	All for	
Radio mount repair in Quint not complete will be done as soon as returned.				
New Business -				
RFP - Electrical - add Ovid St. Location Insurance requirements to stay at \$1,000,000. RFP - HVAC no changes. Insurance to remain \$1,000,000. RFP - Plumbing add Ovid St. Location Insurance requirements to remain \$1,000,000. RFP -Janitorial - can hire an individual for services so they are not an employee of the district. Insurance - must carry minimum policy. RFP - Floors minimum policy on own. Kim to communicate specific needs monthly to future Janitorial contractor to ensure our needs are being met. Any additional areas we would like to see cleaned? No. Motion to approve RFP's as modified .	TL	DO	All for	
M Rhinehart phone -would like to use own phone for FD business. The Bridgeport Fire District will reimburse him \$50.00 per month. He will submit a copy of his bill to the Treasurer monthly. Motion to purchase another air card at \$39.99 per month for his use.	TL	JG	All for	

**Bridgeport Fire District Board Of Fire Commissioner's Meeting
May 10, 2016 "UNAPPROVED"**

Topics	Motion	2nd	Vote results	F/up action
I am responding - computer on top shelf in radio room . Take it off server. Doesn't need to be backed up. Kim to contact Chris.				
VFIS - Gary and Kim insurance renewal policy review. Premium increase less than 2.5% due to increased call volume. The new fees are as follows: Crime Policy - \$900.00 Accident and Sickness - \$4308.00 Portfolio Policy - \$16,939.39 Total \$22,147.39 To be paid with June Warrants.				
Empire Farm Days - Insurance policy forwarded to Melanie Wickham. Cc to Al.				
Seneca County Health Dept. Will be stopping by on MyA 14th for inspection during the Chicken Barbecue.				
Parades - Geneva - Sat 7/9, Lyons -7/16 , Clyde - 8/13, and Waterloo - 5/28. 1431 Geneva only. Engine 3 for others. Bill suggested a letter be sent to Town of Seneca Falls Water and Sewer, Joseph Tullo regarding the clearing of growth around the hydrants this year. The SFVFD would also like copies of the flow tests for the hydrants. How many should be tested annually? District has no dry hydrants. Only at the landfill. Tom to work with Kim on drafting a letter. Motion to approve.	TL	JG	All for	
Chief's Report -				
Calls for April Total 80 - 49 EMS, 31 Fire related.				
Copy of current attendance 04/01 - 04/30/16 distributed to Board.				
Engine 3 issue with Jake rake (Exhaust rake). Will wait until there is something else to work on the make call for repair.				
Warranty issue with the paint on Cab, some oxidation. John Alfieri came for a visual inspection.				
Great ideas in new training manual. Al to review with Mike.				
No hall use requests.				
Driver Certification. Quint is out of service so soe drivers cannot complete certification requirements on the large equipment.				

Bridgeport Fire District Board Of Fire Commissioner's Meeting
May 10, 2016 "APPROVED"

Topics	Motion	2nd	Vote results	F/up action
Review of financials - water bill for first quarter is already \$1000.00 Should we ask for donations for water usage for fundraising events like a car wash? Can a meter be installed during these events? Kim to review the water bills and report next month. Water department has reported a 30% hike in water bills for 2016. Hose testing has been done for years at Deer Run Park and Water Dept. Had an issue with that recently. Will continue there and report any ongoing issues with this location.				
Big Tex trailer - \$50.00 title transfer. Motion to approve	TL	DO	All for	
Aerial - not sure what lies in the future for this apparatus. Al suggests we start the process of looking for a replacement because it is a long process. Discussions should begin in the near future to determine future needs of the District and what will fit in our current building. Approx. 18 months lead time once it is ordered. Resale should be good on it now. Some of it is still covered under warranty, making it more valuable for sale. Warranty is still on aerial. Should look into grant availability through the county. Better plan may be to look for grants for turnout gear and move funds that would have been spent on that to apparatus needs.	TL	JG	All for	
Public Comment - none				
Motion to adjourn at 8:49 pm.				
Next meeting scheduled for June 14, 2016.				