

BOARD OF FIRE COMMISSIONERS  
DeWITT FIRE DISTRICT  
DeWITT, NEW YORK

September 12, 2017

**Call to Order:** The meeting was called to order by Mr. Bronstein at 6:05PM.

**Pledge:** Led by Mr. Diamond

**Minutes:** A motion was made by Mr. Diamond and seconded by Mr. Schultz to approve the minutes of the August 22<sup>nd</sup> and September 5<sup>th</sup> meetings. All Commissioners present voting in the affirmative. Motion approved.

**Reports of Officer's:** Chief Green reported that there was a good showing for the PFA 5K race but a poor showing for the DeWitt 9/11 Memorial Ceremony.

**Treasurer's Report:** None

**Vouchers:**

Ms. Shanahan presented the Abstract of Claims Report. (Addendum "A"). Motion made by Mr. Diamond, seconded by Mr. Schultz, to approve the General Fund Pre-paid transfers and ACH's amounting in total to \$99,027.21. Also, pending checks (#31314 – 31337) and ACH's amounting in total to \$23,388.35. All Commissioners present voting in the affirmative. Motion approved.

**Bank Reconciliation:** Motion made by Mr. Diamond, seconded by Mr. Schultz, to approve the bank reconciliations for August 2017. All Commissioners present voting in the affirmative. Motion approved.

**Correspondence:**

- none

**Response Statistics:**

	DATE	GENERAL	E.M.S.	TOTAL
Year-To-Date Response Stats:	08/31/2017	463	728	1191
	08/31/2016	474	791	1265

## Training Requests:

<u>NAME</u>	<u>EVENT</u>	<u>LOCATION</u>	<u>COMP</u>	<u>AMT</u>	<u>BOARD</u>
Simmons	EMT Refresher	Jamesville	\$0	\$0	AD/BMS
Maguire	National IED Familiarization	Oriskany	\$0	\$500	AD/BMS
Speck	Flashover training	Solvay	\$0	\$125	AD/BMS

\*\*\*Mr. Vander Molen entered the meeting

## COMMITTEE REPORTS:

**Apparatus and Equipment:** Chief Green reported that the E8 spring repairs have been completed. Committee continues to work on new pumper specs.

**Buildings and Grounds:** Chief Green said he is working with town officials to address the leaning retaining wall at the base of the cemetery.

**Finance:** Mr. Schultz presented a draft of the 2018 budget. Mr. Schultz noted the following:

- Tax base growth factor = .56%
- Maximum real property tax cap increase = 1.84% which equates to approximately \$58,100 of revenue
- Add one new full-time firefighter
- Transfer \$200,000 to various reserve accounts
- 2% wage increase equates to approximately \$22,500
- \$30,000 increase in health care premiums

Mr. Schultz further reviewed that if all of these assumptions played out, the District would need to use \$253,869 from the appropriated fund balance of approximately \$268,000. This would leave an appropriated fund balance of about \$15,000 for future years which is a dangerously low level. Mr. Schultz went on to review that this draft budget included no increase to the annual tax rate and further noted that should the board go ahead with this budget, a tax increase above the tax cap rate would be necessary to avoid depletion of the appropriated funds balance. Mr. Schultz reviewed a general timeline for budget approval and committed to sending a formal timeline to the Commissioners.

**Long-Range Planning:** No report

**Personnel/Staffing:** No report

**Legal:** No report.

## OLD BUSINESS:

None

## **NEW BUSINESS:**

### **Authorized Signatory:**

Mr. Schultz reviewed that it is necessary to remove former Treasurer Pilon from the signature card at Solvay Bank and to add Kerrie Shanahan as new Treasurer. A motion was made by Mr. Vander Molen and seconded by Mr. Diamond to add Kerrie Shanahan as signatory at Solvay Bank only in the event of an emergency as per District Policy, thereby removing Mr. Pilon. All Commissioners present voting affirmative. Motion approved.

### **Executive Session:**

A motion was made by Mr. Diamond, seconded by Mr. Vander Molen to go into Executive Session to discuss a personnel matter. All Commissioners present voted in the affirmative. Motion approved at 6:40PM.

A motion was made by Mr. Diamond, seconded by Mr. Vander Molen to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 6:44PM.

No business was conducted during the Executive Session.

### **Adjournment:**

There being no further business, the motion to adjourn was made by Mr. Diamond and seconded by Mr. Vander Molen. All Commissioners present voted in the affirmative. Meeting adjourned at 6:45PM.

## **MEETING ATTENDANCE:**

Commissioners: Bronstein (Chair), Diamond, and Schultz (Secretary), Vander Molen. Treasurer Shanahan, Deputy Treasurer Resch, Chief Green, Capt. Tompkins, FF O'Connor, and FF Natoli

Brian M. Schultz,  
Secretary  
September 12, 2017