

BOARD OF FIRE COMMISSIONERS  
DeWITT FIRE DISTRICT  
DeWITT, NEW YORK

February 27, 2018

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

**Pledge:** Led by Mr. Resch.

**Minutes:** A motion was made by Mr. Vander Molen and seconded by Ms. Scicchitano to approve the minutes of the February 9<sup>th</sup> and 13<sup>th</sup> Meetings. All Commissioners present voting in the affirmative. Motion approved.

**Reports of Officer's:**

Chief Green reported the following:

- The District received notice in February 26<sup>th</sup> that the Assistance to Firefighter Grant Program will be conducting a routine audit of our grant management process regarding the 2015 grant received for personal protective equipment. The information is due by March 2<sup>nd</sup>.
- The District's Insurance Service Office (ISO) rating went up from a 4 to a rating of 3. He further reported that there are a few things that can be done to increase this rating to a 2 for the next review.

**Treasurer's Report:**

Ms. Fusco reported that the Annual Update Document (AUD) has been filed with the NYS Comptroller's Office as is required.

**Vouchers:** Ms. Fusco presented the Abstract of Claims Report. (Addendum "A"). Motion made by Mr. Vander Molen, seconded by Ms. Scicchitano, to approve the General Fund Pre-paid transfer and ACH's amounting in total to \$45,918.00. Also, pending checks (#31604 – 31623) and ACH's amounting in total to \$36,007.56. This abstract also included transfers from the Money Market Account to various Reserve Fund CD's totaling \$3,179,039.48. All Commissioners present voting in the affirmative. Motion approved.

**Correspondence:**

- DeWitt PFA, Re: Building Use
- AFDSNY, Re: Bylaw Amendment
- AFDSNY, Re: Annual Meeting
- DFD Inc., Re: Membership Changes
- DFD Inc., Re: Election of Officers

**Response Statistics:**

Year-To-Date Response Stats:	DATE	GENERAL	E.M.S.	TOTAL
	01/31/2018	78	107	185
	01/31/2017	66	97	163

**Training Requests:**

<u>NAME</u>	<u>EVENT</u>	<u>LOCATION</u>	<u>COMP</u>	<u>AMT</u>	<u>BOARD</u>
LeComte	Flashover Training	DeWitt FD	\$0	\$125	PVM/CS
Conley	Flashover Training	DeWitt FD	\$0	\$125	PVM/CS
O'Connor	Stop the Bleed	AMR – Syracuse	\$500	\$0	PVM/CS
Tompkins	Street Smart Search	Clay, NY	\$0	\$1250	CS/PVM
LeComte	Street Smart Search	Clay, NY	\$0	\$250	CS/PVM
Pienkowski	Street Smart Search	Clay, NY	\$0	\$1250	CS/PVM

**COMMITTEE REPORTS:**

**Apparatus and Equipment:** Chief Green reported that progress is being made on placing the new squad in service. Chief Green also reported that he is waiting on replies from two vendors regarding the new pumper.

**Buildings and Grounds:** Chief Green reported that the new man door for the west entrance in the apparatus bay should be completed next week.

**Finance:** Mr. Schultz reported that CD's for reserve and savings accounts have been renewed and are reflected on the abstract for this meeting.

**Long-Range Planning:** Ms. Scicchitano reported that she met the Chief to review the previously completed long range plan. She will be working with the Chief to update this with a focus on future staffing.

**Personnel/Staffing:** No report

**Legal:** No report.

**OLD BUSINESS:** None

**NEW BUSINESS:****Building Use:**

A motion was made by Mr. Vander Molen, seconded by Ms. Scicchitano, to approve a building use request from the DeWitt PFA and the American Red Cross to use the 2<sup>nd</sup> floor training room and hallway on March 7, 2018 from 12:00PM-7:00PM, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

## **DeWitt Fire Department Inc.**

Mr. Schultz read two letters from DeWitt Fire Department Inc. Secretary Van Valkenburg stating that 1) Nicholas Sturgeon was elected to the office of Assistant Secretary at the Department's meeting held on February 13<sup>th</sup> to fill a vacancy, and 2) the Department accepted the resignation of volunteer Kevin Shannon. The Board of Fire Commissioners acknowledged these changes.

## **Annual Update Document:**

A motion was made by Mr. Vander Molen and seconded by Ms. Scicchitano to accept the Annual Update Document prepared by Treasurer Fusco. All Commissioners present voting affirmative. Motion approved.

## **Executive Session:**

A motion was made by Mr. Vander Molen, seconded by Ms. Scicchitano to go into Executive Session to discuss a personnel matter regarding a specific person. All Commissioners present voted in the affirmative. Motion approved at 6:26PM.

A motion was made by Mr. Vander Molen, seconded by Mr. Karoglanian to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 6:49PM.

No business was conducted during the Executive Session.

## **Adjournment:**

There being no further business, the motion to adjourn was made by Mr. Vander Molen and seconded by Ms. Scicchitano. All Commissioners present voted in the affirmative. Meeting adjourned at 6:50PM.

## **MEETING ATTENDANCE:**

Commissioners: Bronstein (Chair), Schultz (Secretary), Scicchitano, and Vander Molen. Treasurer Fusco, Deputy Treasurer Resch, Chief Green, Capt. Tompkins, FF's O'Connor and Pienkowski

Brian M Schultz  
Secretary  
February 27, 2018