

BOARD OF FIRE COMMISSIONERS  
DeWITT FIRE DISTRICT  
DeWITT, NEW YORK

May 8, 2018

**Call to Order:** The meeting was called to order by Mr. Bronstein at 6:00PM.

**Pledge:** Led by Mr. Resch

**Minutes:** A motion was made by Ms. Scicchitano and seconded by Mr. Karoglanian to approve the minutes of the April 10<sup>th</sup> meeting. All Commissioners present voting in the affirmative. Motion approved.

**Reports of Officer's:** Chief Green reported that the District was unsuccessful in two separate Assistance To Firefighter Grant applications recently submitted. One for the replacement of our breathing air compressor and the other was a joint application with the East Syracuse Fire Department for hydrant and hose standardization. The Chief also distributed a FOCUS survey that was distributed to active firefighters.

**Treasurer's Report:** No report.

**Vouchers:** Ms. Fusco presented the Abstract of Claims Report. (Addendum "A"). Motion made by Mr. Karoglanian, seconded by Ms. Scicchitano, to approve the General Fund Pre-paid checks (31683-31686), transfers and ACH's amounting in total to \$142,311.25. Also, pending checks (#31687 – 31721) and ACH's amounting in total to \$24,016.13. All Commissioners present voting in the affirmative. Motion approved.

**Correspondence:**

- SPAAMFAA, Re: Building Use
- CNY ENA, Re: Building Use
- Pointe East Home Owner's Association, Re: Building Use

**Response Statistics:**

	DATE	GENERAL	E.M.S.	TOTAL
Year-To-Date Response Stats:	04/30/2018	246	344	590
	04/30/2017	218	361	579

**Training Requests:**

NAME	EVENT	LOCATION	COMP	AMT	BOARD
Conley	Truck Co. Ops	Verona, NY	\$0	\$385	CS/KK
Phillips	Jr. Firefighter Camp	Oriskany, NY	\$0	\$50	CS/KK
Green	Career Fire Chiefs	Albany, NY	\$0	\$340	CS/KK

## **COMMITTEE REPORTS:**

**Apparatus and Equipment:** Chief Green reported that the former Squads 8 & 9 are now out of service and he is in the process of listing them for sale via auction. He further reported that the new Squad 9 is now in service.

**Buildings and Grounds:** Mr. Karoglanian and Chief Green reported that they met to discuss several building and grounds issues including getting quotes for landscaping work, repairs to the west double doors and quotes for sealing the parking surfaces. More will be reported as quotes are received.

**Finance:** No report.

**Long-Range Planning:** Ms. Scicchitano reported that she met with Chief Green to review a staffing proposal and more will be reported later.

**Personnel/Staffing:** No report.

**Legal:** No report.

## **OLD BUSINESS:**

**New Pumper:** Chief Green presented the Board with an updated report from the Apparatus Replacement Advisory Committee. The report was updated to include several manufacturers that are also part of the Houston-Gavelston Area Council (HGAC) Purchasing Program. For the past several months, the committee has been working with vendors from Seagrave and Sutphen to spec out a new pumper. When final quotes were received, the Chief felt the prices for each were too high and more than needed to be spent. He was then tasked with working with each vendor to modify their proposals to be more cost efficient. A lengthy discussion was had regarding this process including if it were needed to obtain two different prices from different vendors when the vehicle specs each were working on where different. The Board determined that there were two ways to proceed, 1) scrap all of the work done so far, develop an RFP and distribute to all manufacturers to submit their sealed bids, or 2) choose a vendor from the preapproved HGAC Vendor list and ask them to spec out an engine within the Districts parameters. At the end of the discussion, the Chief was tasked with obtaining a quote from Seagrave for a new pumper. Once the quote is received, the Chief will report back to the Board.

## **NEW BUSINESS:**

### **Building Use:**

A motion was made by Mr. Karoglanian, seconded by Ms. Scicchitano, to approve a building use request from SPAAMFAA to use the large conference room on May 18, 2018 from 6:00PM-9:00PM, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

A motion was made by Mr. Karoglanian, seconded by Ms. Scicchitano, to approve a building use request from the Pointe East Homeowners Association to use the small conference room on May 15, 2018 from 8:30AM-10:00AM, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

A motion was made by Mr. Karoglanian, seconded by Ms. Scicchitano, to approve a building use request from the CNY Emergency Nurse Association (ENA) to use the large conference room on September 13<sup>th</sup> and 19<sup>th</sup>, 2018 from 7:00AM-5:00PM, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

**Budget Adjustment:**

Ms. Fusco presented a budget adjustment to cover the cost of unforeseen uniform expenses due to new hires and a promotion. A motion was made by Ms. Scicchitano, seconded by Mr. Karoglanian, to approve the following adjustment to the 2017 Budget:

Debit	Line 4155 Uniforms	\$3,176
Credit	Line 6061 VFBL Premium	\$3,176

All Commissioners present voted in the affirmative. Motion approved.

**LOSAP Award:**

Mr. Schultz presented the 2017 Length of Service Award Program (LOSAP) report (Addendum “B”) indicating that there were 5 volunteers that earned the required 50 points to receive the \$700 contribution to their account. A motion was made by Mr. Karoglanian and seconded by Ms. Scicchitano to transfer \$3,500 from the forfeiture account to the accounts of David Steinberg, Michael Conley, Daniel Vieau, Douglas Speck and Jon Vanvalkenburg (\$700 each) with the plan administrators (AXA Advisors). All Commissioners present voting in the affirmative. Motion approved.

**New Hires:**

A discussion was held regarding hiring two new firefighters that would be in place by July of 2018 so they could attend the July Fire Academy Class. The Board wanted to have a better understanding of the financial impact on the 2018 budget if this were to occur. The Chief was asked to meet with Mr. Schultz and Ms. Fusco to determine the financial impact and report back to the Board.

**Medicare Advantage Plan:**

Mr. Schultz reported that per the collective bargaining agreement, we are to provide secondary gap insurance once a retired firefighter attains Medicare age. Mr. Schultz further reported that he has been working with our insurance broker and Union President Shawn Tompkins regarding several policy proposals. Mr. Schultz presented two different options. 1) Medicare Advantage Policy which is offered by BC/BS. There are five different plan levels with varying co-pays and coinsurance amounts. Under these plans, the retiree would carry one insurance card that would cover Medicare, Medicare Advantage and Prescription Drugs and BC/BS would coordinate all benefit payments on the retiree’s behalf. 2) Medicare Supplement Plan with an optional prescription drug benefit add on. Under this plan, the retiree would carry their Medicare Card, a supplement

card and a prescription drug card and would be responsible for dealing with all three insurers and the providers. After a discussion, Ms. Scicchitano made a motion, seconded by Mr. Karoglanian to offer the Medicare Advantage Plan #3. Three Commissioners present voting affirmative (Schultz, Scicchitano and Karoglanian) and one voting negative (Bronstein). Motion approved.

### **System for Award Management (SAM) Registration:**

Chief Green presented a form to be completed by Mr. Bronstein to appoint Chief Green as Entity Administrator for the System for Award Management for the Federal Government. A motion was made by Ms. Scicchitano and seconded by Mr. Karoglanian to authorize the Chairman to appoint Chief Green and the DeWitt Fire District's Administrator. All Commissioners present voting affirmative. Motion approved.

### **Valves for Truck 3:**

Chief Green presented a purchase order for 2 new valves for Truck 3 from Harrington Industrial Plastics in the amount of \$1,054.00. Additional quotes were not needed as this was placed as an emergency purchase. A motion was made by Mr. Karoglanian and seconded by Ms. Scicchitano to authorize the purchase on an emergency basis. All Commissioners present voting affirmative. Motion approved.

### **Light Duty:**

Chief Green distributed to the Board prior to the meeting a new "Light Duty" policy (Addendum "C") for employees recovering from an injury who are not able to do full duty assignments. There was a brief discussion and Mr. Schultz was asked to have the District's attorney review the policy. A motion was made by Ms. Scicchitano and seconded by Mr. Karoglanian to approve the policy pending comments and revisions from counsel. All Commissioners present voting affirmative. Motion approved.

### **Adjournment:**

There being no further business, the motion to adjourn was made by Ms. Scicchitano and seconded by Mr. Karoglanian. All Commissioners present voted in the affirmative. Meeting adjourned at 7:50PM.

### **MEETING ATTENDANCE:**

Commissioners: Bronstein (Chair), Karoglanian, Schultz (Secretary), and Scicchitano. Chief Green, Treasurer Fusco, Deputy Treasurer Resch

Brian M Schultz  
Secretary  
May 8, 2018