

BOARD OF FIRE COMMISSIONERS  
DeWITT FIRE DISTRICT  
DeWITT, NEW YORK

July 28, 2020

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

**Pledge:** Led by Mr. Karoglanian.

**Minutes:** A motion was made by Mr. Vander Molen and seconded by Mr. Karoglanian to approve the minutes of the June 23<sup>rd</sup> Regular Meeting. All Commissioners present voting in the affirmative. Motion approved.

**Reports of Officer's:**

Chief Green reported that he has revised the re-opening plan and distributed it prior to the meeting. He has revised the plan and taken a few steps back with regard to precautions following our positive test. Minimally this includes mandatory temperature upon entry to the building. Additionally, he reported that both of our new firefighters completed the Recruit Firefighter Training Program at the New York State Fire Academy in Montour Falls on July 16. Unfortunately, there was not opportunity to attend a graduation ceremony. We will plan an appropriate recognition and badge pinning when conditions allow. He went on to report that FF Gokey was awarded the Academic Excellence Award. This is the second of our recruits to receive this recognition over the past three classes. The Chief also reported that our EMS Operating Certificate has been renewed with NYS DOH. He gave a thank you to Lt. O'Connor for completing this as well as our controlled substance license especially amidst the COVID distractions. The Chief further reported that he met with Commissioner Scicchitano about some organizational planning. Lastly, the Chief reported that in order to update their underwriting files, McNeil & Company conducted a very thorough review of our procedures including interviews with himself and Commissioner Schultz on July 3<sup>rd</sup>. Upon review of the survey, they noted that our organization appears to have a great loss control program in place and a well-kept station indicating that we take great pride in our District and at this time they do not have any recommendations for improvement of safety conditions here.

**Treasurer's Report:** Ms. Fusco reported (via teleconference) that the June financials were sent out prior to the meeting.

**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 transfers, ACH's and checks (32921-32925) amounting in total to \$199,434.38. Also, pending checks (32926-32953) and ACH's amounting in total to \$57,930.93. All Commissioners present voting in the affirmative. Motion approved.

**Correspondence:**

- None

## **Response Statistics:**

Year-To-Date Response Stats:	DATE	GENERAL	E.M.S.	TOTAL
	06/30/2020	386	601	987
	06/30/2019	337	557	894

## **Training Requests:**

<u>NAME</u>	<u>EVENT</u>	<u>LOCATION</u>	<u>COMP</u>	<u>AMT</u>	<u>BOARD</u>
Gokey	Fire Behavior	Barneveld, FD	\$600	\$225	PVM/KK

## **COMMITTEE REPORTS:**

**Apparatus and Equipment:** No report.

**Buildings and Grounds:** Mr. Karoglanian reported that he reached out to Lan-Co regarding catch basin repairs.

**Finance:** No report

**Long-Range Planning:** Ms. Scicchitano reported that she met with Chief Green and Mr. Bronstein regarding the long-range plan as it pertains to apparatus and IT.

**Personnel/Staffing:** No report.

**Legal:** No report.

## **OLD BUSINESS:**

### **Sale of Engine 1:**

Chief Green reported that he has a verbal commitment from the city of Mason, Tennessee to purchase the unit however no formal offer. There is also a Chicago-based broker for South America reviewing our videos.

## **NEW BUSINESS:**

### **COVID-19:**

The board had a discussion regarding paid leave of those employees that have tested positive for COVID-19. Mr. Schultz presented information on federal and NYS guidance regarding this topic. After a lengthy discussion, it was agreed to table the decision until Mr. Schultz could gather more information.

### **Part-time Firefighter appointment:**

Chief Green reviewed that he, DC Tompkins and Commissioner Vander Molen met with several candidates to fill a vacancy on the part-time roster. He presented FF Michael Gabriel for consideration. FF Gabriel is a full-time firefighter in the Manlius Fire Department. A motion was made by Mr. Vander Molen and seconded by Ms. Scicchitano to authorize the part-time hire. All Commissioners present voting affirmative. Motion approved.

**New Laptops:** Chief presented a proposal to purchase 2 new laptops and docking stations from NetManageIT for a total cost of \$2,400. These will be the first of 4 laptops being purchased to replace dated desktops. This will allow staff to be more mobile. A motion was made by Mr. Vander Molen and seconded by Mr. Karoglanian to authorize the purchase. All Commissioners present voting affirmative. Motion approved.

**MDT Purchase:**

Chief Green presented a proposal to purchase 3 new MDT units at a total cost of \$16,758 from Advanced Electronic Design. A motion was made by Mr. Karoglanian and seconded by MR. Vander Molen to authorize the purchase. All Commissioners present voting affirmative. Motion approved. (2 of the 3 units will be reimbursed by the DeWitt Fire Department Inc.)

**Presentation Equipment:**

The Chief presented a proposal to replace the outdated and inoperable video presentation equipment. The purchase will be from BJ's at a cost of \$1,812.94 to be reimbursed by the DeWitt Fire Department Inc. A motion was made by Mr. Vander Molen and seconded by Ms. Scicchitano to authorize the purchase. All Commissioners present voting affirmative. Motion approved.

**Rope Rescue Equipment:**

Chief Green presented a proposal to purchase replacement Rope Rescue Equipment. The existing equipment is beyond it's useful life. The full cost of the replacement will be reimbursed by the DeWitt Fire Department Inc. The replacement equipment will be purchased from MES at a cost of \$10,505.00. A motion was made by Ms. Scicchitano and seconded by Mr. Karoglanian to authorize the purchase. All Commissioners present voting affirmative. Motion approved.

**SCBA Universal Air Connection / RIT Unit:**

Chief Green presented a proposal to purchase a new SCBA Universal Air Connection Kit for the RIT Unit from MES for a cost of \$3,134.00. This purchase will be reimbursed by the DeWitt Fire Department Inc. A motion was made by Mr. Vander Molen and Seconded by Ms. Scicchitano to authorize the purchase. All Commissioners present voting affirmative. Motion approved.

**Executive Session:**

A motion was made by Mr. Vander Molen, seconded by Mr. Karoglanian to go into Executive Session to discuss a upcoming contract negotiations. All Commissioners present voted in the affirmative. Motion approved at 6:48PM.

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 7:45PM.

No business was conducted during the Executive Session.

**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 7:45PM.

**MEETING ATTENDANCE:**

Commissioners: Bronstein (Chair), Karoglanian, Scicchitano, Schultz (Secretary) and Vander Molen. Treasurer Fusco (via teleconference), Chief Green

Brian M. Schultz  
Secretary  
July 28, 2020