

The regular monthly meeting of the Board of Fire Commissioners of the Belgium Cold Springs Fire District was called to order at 7:00 P.M. on September 13, 2022, by Chairperson, K. Thompson.

Present: K. Thompson, M. Chura, D. Rafkis, J. Patterson, M. Malone, W. Dwyer, A. Speech, M. Speech, J. Tanner, J. Corcoran, J. Metallo, C. Curtis, M. Harrison, M. Evans, Janelle Melchior, T. Eckel, Jeffrey Root, Brian Falise.

D. Rafkis made the motion to approve the minutes of the August 15, 2022, monthly meeting and J. Patterson seconded the motion. Carried.

<u>Treasurer's Report:</u>	Checking	144,851.81
	Savings	724,687.49
	Payroll account	87,748.77
	Capital Imp. Reserve	660,795.97
	Apparatus Reserve	687,940.73
	Cont. Tax. Stab. Res.	42,748.94
	Equipment Reserve	263,721.15
	Vouchers	132,221.09
	CODES Checking	2,425.40
	CODES Savings	22,874.09
	CODES bequests	61,607.62
	Vouchers	0.00

W. Dwyer reviewed the treasurer's report. There are no vouchers for CODES. Reviewed the status of the permissive referendums and projects. J. Patterson made the motion to close out the money set aside for the alarm monitoring system upgrade and M. Chura seconded the motion. Carried. M. Chura made the motion to approve the treasurer's report and D. Rafkis seconded the motion. Carried. J. Patterson made the motion to approve the vouchers as audited and M. Malone seconded the motion. Carried. K. Thompson will be the commissioner to review bank statements this month.

Correspondence:

- Fire District Affairs
- OCM BOCES – Market Analysis on savings as a result of entering into a competitively bid fixed price electricity and natural gas supply contracts. Analysis was favorable for this contract.
- OCM BOCES – information regarding the purchase of solar energy credits.
- Life insurance Renewal (Nov. 1st) - rate increase Basic Life .817 per \$1000 of benefit (.024 increase) and Basic AD&D .085 per \$1000 of benefit (no change). K. Thompson made the motion to approve the life insurance renewal and D. Rafkis seconded the motion. Carried.

- The Baldwinsville Central School fuel contract was received for renewal. J. Patterson made the motion to renew the contract and M. Chura seconded the motion. Carried.
- Received correspondence from Fire Districts Mutual regarding a change approved by the New York Compensation Insurance Rating Board that implements a new calculation for experience modification factors that may result in a change to VFBL/WC premium.

Chief's Report:

M. Speech reported:

1. Equipment purchases:
 - a. The new portable radios for Truck 2 are almost ready to be put in service
 - i. We are just waiting for the vehicle chargers to ship before they are put in service, and I need to have a programming update done
 - b. The remainder of the new portable radios were ordered, just awaiting a ship date
 - c. The 6' hose jumpers for E-11, E-21, L-1, and T-2 have been ordered
 - d. The Knox KeySecure systems have arrived for T-2 and L-1
 - ii. They are programmed, Jerry and I will be working on the install
2. Apparatus:
 - e. Truck 2
 - iii. The punch list is nearly complete
 1. Just a few minor outstanding items
 2. It appears that the bucket sagging issue has been resolved
 - f. New Apparatus
 - iv. Vendors have been contacted to provide us pricing and we should hear back from them soon
3. Special Events
 - g. We have had several special events lately with more to come...
 - v. Thank you very much to all who have helped with these!
 - h. September 17th: Touch-a-Truck event at Abbott's Farm
 - vi. 10:00am to 4:00pm
 - vii. Truck 2 is detailed for this event
4. COVID-19 Preparation/Response/Planning:
 - i. Members are reminded to wear PPE on EMS calls
 - j. Our current policy remains in place and unchanged
 - k. Keep in mind...this is a fluid policy and can be changed at a moment's notice
5. Zoll emsCharts Software:
 - l. No issues to report...all reports look very good!
6. I always encourage our members to put a duty crew in service or set up an Engine 91 date that BCSFD hosts
7. Members have been reminded to please try and use Bryx when responding
 - m. It helps us know who is responding so we can respond with adequate crews
8. Thank you for your continued support!

M. Speech reported for W. Massaro: A letter was sent regarding hydrant placement for the proposed storage buildings across from Anheuser and the developer did add hydrants as we requested. They have been receptive to our recommendations.

J. Corcoran:

- Training: 9/8 conflict resolution training was held. 9/15 vehicle extrication and 9/22 pediatric emergencies or Captain's drill and 9/29 will be car fires.
- The cars will be removed after the car fires drill. Noble's has been great with the arrangements for the cars.
- Future Training: Agrana site tour is tentative for October. CPR/AED training will be scheduled.
- BEFO course has been ongoing and the instructor has requested support for the course and we will be supporting several of those classes.
- Our EMTs have a list of supplies that will need to be replaced, so we will be putting together the list for the order.

Committee Reports

Building & Facilities:

- Station #2 Roof – taking an average of 8 months for delivery of materials. We will most likely see an increase in the price of materials. A. Speech will continue to reach out for an updates.

New Truck Committee: M. Chura reported on the chief's vehicle that was approved; the dealership has notified us that Ford will not be building any more this year, so we would be put in line for a 2023 vehicle but there will be a price increase. Even with the price increase we are still under what the permissive referendum was for and will still have available funds to equip the chief's vehicle with lights and sirens. M. Chura made the motion to approve the purchase with the price increase and J. Patterson seconded the motion. Carried. M. Chura reported that the committee is meeting regularly and has come up with a specification for the rescue pumper. It has been sent to multiple vendors for prices. Discussion. If necessary, we can hold a special meeting to decide on the purchase and/or to sign with a consortium. The consortium has already completed the bidding process and would save us from potential price increases due to supply chain issues.

Lysander Public Safety: K. Thompson reported that the next meeting is September 20th at Baldwinsville FD (Crego Rd) at 7pm.

Budget & Finance: K. Thompson reported the 2023 Preliminary Budget has been provided. Discussion. We will be overriding the 2% tax cap. The budget hearing will be October 17 at 6pm with our regular meeting at 7pm. No objections to the budget.

IT Committee: J. Patterson reported that the station boards are in and we have training scheduled for the end of the month. A. Speech is working with Usherwood as Microsoft is

looking for us to release unused or inactive licenses. Our users that forward email so it appears inactive so we are working on this issue and will come up with a document to explain the sign in process.

Personnel: K. Thompson reported that annual employee reviews have been completed.

Caretaker Leader Report: J. Tanner submitted a report.

Truck Maintenance: M. Chura asked about the gouge on the tire on T2, do we know where it happened? Possibly the rocks at River Knoll. J. Tanner stated they do not know but he doesn't think it was there because of the location. He had someone look at it and it appears to be just on the surface. J. Tanner reported that E21 had an alternator go bad and E11 the heater core, both are fixed. C1 is at Northside for the body damage repair. R1 the hose on the Holmatro tool has been replaced. T2 damage, we have received a quote and we will have to take care of the striping; they will have it made, we would just need to have it installed.

Building Maintenance: D. Rafkis reported that the heat exchangers are cracked again. We are looking into an option B since they have been replaced twice already. Hill's found this during the preventative maintenance. The roof repair at the district office is complete. The air conditioning at station #2 will be fixed in November. The outdoor lights were out at the tower during the live fire drill. The burn room melted some of the conduit, it has been rewired and is working.

Old Business:

- Policy review- SOGs - Critical Incident Stress Management and Personnel Staffing on Apparatus. Policies; Hazard Communications Program, Exposure Control Plan, Officer Qualifications and Hall Usage Policy
 - Personnel staffing on Apparatus– The change is in 5.3 section. Reviewed. This will eliminate trying to decide on the fly during events and will be more organized. The revision date needs to be updated. D, Rafkis made the motion to approve as presented and edited and M. Chura seconded the motion. Carried.
 - Exposure Control Plan - M. Speech reported that most of it is wording changes and grammar corrections. M. Malone made the motion to approve and M. Chura seconded the motion. Carried.
 - Critical Incident Stress Management (CISM) – This is a new SOG. The issue date will need to be updated. M. Speech stated that this will require some specialized training and this was part of the reason for the increase in the training budget. It may be a combination of online and in person training. The county does still provide CISM if requested. M. Chura made the motion to approve and M. Malone seconded the motion. Carried.
 - Hazard Communication Program – M. Speech reported that this update was wording changes, spelling etc. and nothing as far as procedure changed. The dates

will need to be updated. M. Malone made the motion to approve and M. Chura seconded the motion. Carried.

- Officer qualifications- The revision dates need to be updated. The updates are due to the hiring of a paid chief. M. Chura made the motion to approve and J. Patterson seconded the motion. Carried.
- Hall usage – The soda machine and food usage was updated. We will be making a map to outline parking for hall use and section 5.12 to address parking on the north side for responding firefighters. Discussion. We will be marking them with signs and stripe the parking lot. M. Chura made the motion to approve and J. Patterson seconded the motion. Carried.

New Business:

- J. Patterson made the motion to approve the active member application for Stephanie Wallace pending her physical and M. Chura seconded the motion. Carried.
- K. Thompson made the motion to hire a paid fire chief once a suitable candidate is found and approved by the Board of Fire Commissioners and J. Patterson seconded the motion. Carried.
- D. Rafkis made the motion to hire a part-time caretaker to assist J. Tanner if needed and M. Malone seconded the motion. Carried.
- J. Patterson made the motion to notify the fire department that they only need to send the district 2 assistant chief nominations to serve in 2023 and future elections unless notified by the district and M. Chura seconded the motion. Carried.

K. Thompson stated that we do plan to move into an executive session and do not expect to conduct any further business.

Public comments: M. Harrison asked about the uniform budget and why it went down. K. Thompson explained that we looked back as far as 2016 and on average only \$1000 was being spent, so it did not see the need to keep it that high. Discussion. M. Chura asked if there was a policy on when members get uniforms. M. Harrison explained that in the past they didn't get anything until they were off probation but now they need them for class. Discussion. M. Harrison then asked what the overall % increase was for the budget. He stated that Van Buren is freezing and not doing assessments. K. Thompson stated that she doesn't have the exact figure, but it is approximately a 7.7% increase. It is in line with the increases as discussed during the public hearing and the increase is not much in comparison to what people pay annually for a cellphone or internet. M. Harrison asked if it gets voted on by the public. K. Thompson reported that the budget hearing is for the budget to be presented and to obtain feedback, but it does not get voted on by the public.

At 8:10pm M. Malone made the motion to enter Executive Session to discuss the employment history of an individual which may lead to his or her employment and M. Chura seconded the motion. Carried. B. Falise, M. Speach and A. Speach also joined the Executive session. B. Falise left and J. Root joined.

Resumed the regular meeting at 11:24PM.

There were no objections to the proposed budget but we neglected to adopt. K. Thompson made the motion to adopt the 2023 proposed budget for \$1,909,683 and D. Rafkis seconded the motion. Carried.

Meeting dates:

Budget Hearing - October 17th at 6pm

Next Commissioners meeting – October 17th at 7PM

D. Rafkis made the motion to adjourn at 11:26PM and M. Malone seconded the motion. Carried.

Respectfully submitted,

Amy Speach

District Secretary