

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 November 20, 2023 by Chairperson K. Thompson.

Pledge to the Flag

Present: K. Thompson, M. Chura, M. Malone, C. LaPrease, D. Rafkis, W. Dwyer, A. Speech, C. Curtis, B. Raymond-LaPrease, T. Eckel, L. Malone, Pac B

M. Malone made the motion to approve the minutes of the October 16, 2023 Budget Hearing minutes and C. LaPrease seconded the motion. Carried. C. LaPrease made the motion to approve the minutes of the October 16, 2023 meeting minutes and M. Malone seconded the motion. Carried.

<u>Treasurer's Report:</u>	Checking	97,007.59
	Savings	1,048,889.66
	Payroll account	53,492.50
	Capital Imp. Reserve	115,758.69
	NY Class Capital Imp.	701,620.48
	Apparatus Reserve	81,119.66
	NY Class Fire Apparatus	651,504.73
	Cont. Tax. Stab. Res.	3,485.55
	NY Class Contin. & Tax	40,092.61
	Equipment Reserve	39,524.27
	NY Class Equipment	175,405.12
	Vouchers	62,838.21
	CODES Checking	2,495.32
	CODES Savings	23,045.43
	CODES bequests	61,607.62
	Vouchers	200.84

W. Dwyer reviewed the treasurer's report. The NY Class has been added to the treasurer's report. Reviewed some items that are or will be over budget and suggestions to move some funds at the December meeting. The fixed asset report was provided for review. The 2023 Audit has started and is expected to be completed in May. This is the last year in the current audit contract and we will need to do an RFP for audit services starting with the 2024 Audit. M. Chura made the motion to approve the treasurer's report and M. Malone seconded the motion. Carried. M. Malone made the motion to approve the vouchers as audited and M. Chura seconded the motion. Carried. C. LaPrease will be the commissioner to review bank statements this month.

Correspondence:

- Letter was received from Michael Malone to be placed on the ballot for the Commissioner elections.
- Fire District Affairs received and distributed
- Excellus renewal - \$78.43 increase per subscriber, per month.
- Town of Lysander – notice of intent for proposed Longview Apartments
- NYSMEC (gas and electric consortium) letter - if we wish to continue must sign agreement as well as certified resolution by December 15th.

Chief's Report:

J. Root: not present – K. Thompson gave report.

1. Communications:

- New radio batteries have been received and distributed.

2. Special Events:

- Baldwinsville Parade of lights is scheduled for November 25th. Ladder 1 will be participating. T. Eckel has sent out an email.

3. Stations: Nothing new to report.

4. Miscellaneous:

- Insurance Services Office Inc. was here week of October 23. Assessment went well and we expect to hear back soon as to our rating.
- Daily drills are ongoing. All active members are always welcome to participate.

J. Corcoran: no report

M. Speach: no report

At 7:17 P.M. M. Chura made the motion to enter Executive Session to discuss the employment history of an individual, which may lead to his or her dismissal and M. Malone seconded the motion. Carried.

Resumed the regular meeting at 8:12 P.M.

Committee Reports

Building & Facilities: D. Rafkis stated that we would begin the process to have the executive office moved by December 16th to accommodate duty crews. All in agreement to form a committee to facilitate the move and set up bunk space: Chief Root, Chief Speach, J. Melchior, M. Malone and A. Speach.

New Truck Committee: Discussion regarding the permissive referendums to sell apparatus. M. Chura reported that the Chief is not here to discuss his plan we will table. He has received a few pictures of the rescue pumper and A. Speach has put them on SharePoint.

Lysander Public Safety: K. Thompson reported that the next meeting is November 21st at Lakeside FD at 7pm. There is no meeting in December.

Budget & Finance: Nothing to report.

IT Committee: Nothing to report.

Personnel: K. Thompson reported that she and M. Chura have been working with Paychex on the new employee handbook. It has been distributed to the rest of the board to review for adoption at the December meeting.

Truck Maintenance: M. Chura reported that L. Harrison is finishing arrangements for small vehicle inspections.

Building Maintenance: M. Malone reported that the station 1 garage roof is complete. The man doors at station 1 will be completed when the parts come in. The front door at the district office needs to be adjusted or the arm replaced.

Steering Committee: K. Thompson reported that the last meeting was cancelled due to lack of availability. The next meeting will be in January.

Fire Prevention: C. LaPrease reported that the schools programs are done until spring. There was a Halloween event at the YMCA that was well attended.

Old Business:

- Policy review- nothing at this time.
- Chief Root previously provided a revision to SOG 03-017 –Tabled.

New Business:

- A. Speach reported that we received information about hosting a defensive driving class thru AAA. The class would be \$34 per person and we would need a minimum of 18 or a max of 40 people. The member benefit policy states that the district will reimburse up to \$25 for members in good standing. Would the district pay the entire cost or just the \$25? The membership review has not been completed. Discussion. The review policy was put in place when the dept. was not doing the review but they have been doing it. Tabled.
- M. Chura made the motion to approve the following resolutions to continue participate the consortium for gas and electric with NYSMEC and authorized K. Thompson to sign the paperwork and M. Malone seconded the motion. Carried.

RESOLUTION AUTHORIZING PARTICIPATION IN COOPERATIVE ENERGY PURCHASING SERVICE (NYSMEC) FOR ELECTRICITY

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

WHEREAS, *Belgium Cold Springs Fire District* (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

WHEREAS, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

NOW THEREFORE, BE IT RESOLVED, that this Board hereby determines that it is in the interests of the *Belgium Cold Springs Fire District* to participate in the NYSMEC, and authorizes and directs *Catherine Thompson* to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

BE IT FURTHER RESOLVED, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$.0845 cents per kWh for a term of at least one year and no more than three years commencing May 1, 2024, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

BE IT FURTHER RESOLVED, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

BE IT FURTHER RESOLVED, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

RESOLUTION AUTHORIZING PARTICIPATION IN COOPERATIVE ENERGY PURCHASING SERVICE (NYSMEC) FOR NATURAL GAS

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

WHEREAS, *the Belgium Cold Springs Fire District* (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

WHEREAS, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal

Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

NOW THEREFORE, BE IT RESOLVED, that this Board hereby determines that it is in the interests of the *Belgium Cold Springs Fire District* to participate in the NYSMEC, and authorizes and directs Catherine Thompson to sign the Agreement/and or the Billing Schedule and Agreement for natural gas on its behalf; and

BE IT FURTHER RESOLVED, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of natural gas delivered to the city gate of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity natural gas not to exceed \$.656 cents per therm for a term of at least one year and no more than three years commencing May 1, 2024, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

BE IT FURTHER RESOLVED, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

BE IT FURTHER RESOLVED, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

- Discussion to schedule upcoming meetings: Year end meeting- December 28th at 10am at the district office. Chief's and Line officer's interviews- 12/18 after the commissioners meeting (sta. 1) or December 28th at 11am (at HQ). The organizational meeting – January 8th at 7pm at station #1. January meeting on 1/23 at 7pm and February meeting on 2/12 at 7pm.
- Discussion regarding the officer qualification policy. M. Chura made the motion to make it a requirement that assistant chiefs also are required to have their EMT, to be effective for elections starting in 2024 and M. Malone seconded the motion. Carried. Further discussion for officer positions to be progressive, that you must be a lieutenant to be captain, captain to be an assistant chief, 2nd assistant to be 1st assistant chief. C. LaPrease made the motion to make the changes to make the line officers positions progressive as discussed and that they must complete a year of service in each position to be effective for elections after January 2024 and M. Chura seconded the motion. Carried.
- K. Thompson made the motion to renew the Workers Compensation and VFBL with Fire District's Mutual and M. Chura seconded the motion. Carried.
- M. Malone made the motion to renew the cancer insurance with ESIP and M. Chura seconded the motion. Carried.
- D. Rafkis reported that they are getting another quote to get the chief's vehicles wrapped.

Public comments:

- B. Raymond-LaPrease asked about alarm statistics and stated that they should be graphed over time and made available on the signboard. M. Chura indicated that he did not have them prepared for the meeting.

- K. Thompson announced that the District Elections are December 12th from 6pm -9pm and that letters to be placed on the ballot need to be submitted by Wednesday 11/22 at 5pm to District Secretary A. Speach.
- C. Curtis asked if anything was going to be done regarding an incident with the Chief. K. Thompson explained that personnel issues would not be discussed in public session.
- W. Dwyer commented on the budget and the report does not account for the funds that are budgeted for to transfer to reserve.

Meeting dates:

Fire District Elections: December 12th from 6-9 pm

Commissioner's meeting – Monday, December 18th at 7pm

(All meetings at station #1 until further notice or unless specified)

M. Chura made the motion to adjourn at 9:02 PM and M. Malone seconded the motion. Carried.

Respectfully submitted,
Amy Speach
District Secretary