

# DRAFT

VICTOR FIRE DISTRICT

## Board of Fire Commissioners Meeting Minutes

July 12, 2022, 2022 @ 6:30 PM

**1. Call to Order:**

A Regular Meeting of the Commissioners of the Victor Fire District was called to order by Chairman McConnell in compliance with the Open Meetings Law at 6:30 p.m.

**2. Pledge of Allegiance:**

Commissioner McConnell led the Pledge.

**3. Roll Call and Affirmation of Quorum:**

Board Member	Present	Excused	Absent
Chairman McConnell	x		
Commissioner Keyes	x		
Commissioner Kowal		x	
Commissioner Turner	x		
Commissioner Barry	x		

A quorum was declared by the Chairman and the business of the district proceeded.

Others Present:

Fire District Secretary Hauf	x
Deputy Treasurer McAdoo	x
Chief Eifert	x
Deputy Chief Lamarco	
Assistant Chief Militello	

Mike Murphy, Joe Murphy

**4. Motion to approve Minutes from June 14, 2022 Meeting**

Commissioner Keyes motioned to approve the minutes from June 14, 2022 Regular Business Meeting; seconded by Commissioner Turner and carried, 4 Ayes and 0 Nays

**5. Resolution to Pay Bills:**

Commissioner Barry motioned to approve payment of invoices shown on the Abstract of July 12, 2022 - in the amount of \$36,680.89; seconded by Commissioner Keyes and carried 4 Ayes and 0 Nays

**6. Correspondence:**

a. Recruitment & Retention Report from President Tice

**7. Reports**

**a. Treasurer Report:**

Read and is on file.

**b. District Secretary Report:**

Read and is on file.

**c. Chief's Report:**

Read and is on file.

**d. Commissioners Reports:**

None

**e. Truck Report:**

Joe Murphy reported out on the progress of the truck committee for the replacement of the rescue truck. The committee has decided on a basic design and expect to have specifications ready for the commission within the next 8 weeks.

**8. Executive Session**

Commissioner McConnell motioned to enter executive session to discuss attorney-client correspondence, inviting District Treasurer McAdoo and District Secretary Hauf to attend; seconded by Commissioner Turner and carried, 4 Ayes; 0 Nays;

Entered Executive Session at 6:39 p.m.

Commissioner McConnell motioned to return to Open Session, seconded by Commissioner Keyes; and carried, 4 Ayes; Nays; Abstain.

The Board exited Executive Session and returned to Open Session at 6:43 p.m. The Board took no action in Executive Session

**9. Old Business:**

**a. LOSAP Study Results**

Discussed the results of the financial impact of increasing future LOSAP benefits from \$10 to \$15 for each year served, up to 20 years. Commission by consensus asked to include the cost in the 2023 budget request.

**10. New Business:**

**a. Resolution #2022-0060 – Buyout of copier contract**

On motion of Commissioner McConnell, seconded by Commissioner Turner, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, District Treasurer McAdoo has provided a quote dated May 23, 2022, in the amount of \$3,404.11 to buy-out the existing copier contract while keeping the equipment, which is in the second year of a five-year contract; now, therefore, be it

RESOLVED, the Board of Fire Commissioners approves the buy-out of the existing copier contract after receiving an updated quote;

RESOLVED, to authorize Treasurer McAdoo to sign any necessary documentation to complete the close out of the contract.

**b. Resolution #2022-0061 –Motion to approve budget transfers**

On motion of Commissioner Turner, seconded by Commissioner McConnell, the following resolution was adopted: 4 Ayes 0 Nays

WHEREAS, to maintain balanced budget lines within the 2022 budget, Treasurer McAdoo recommended inter-budget transfers as fully described in Attachment A; and,

WHEREAS the Board of Fire Commissioners have reviewed and discussed the transfers and found they are consistent with good financial practices; now, therefore, be it

RESOLVED the Board of Fire Commissioners approve the inter-budget transfers as shown.

**c. Resolution #2022-0062 – Authorization to Contract with ALPS Elevator Inspection Services**

On motion of Commissioner Barry, seconded by Commissioner Keyes, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS the elevator at 34 Maple Avenue requires inspection by a third-party agency independent of our maintenance vendor;

WHEREAS, the District Secretary requested quotes from the two vendors able to perform this work and received one reply;

WHEREAS, the Board of Fire Commissioners have reviewed the proposed contract for this service, which is fully described in Attachment A; now, therefore, be it

RESOLVED that the Board of Fire Commissioners authorizes entering into a contract with ALPS Elevator Inspection Services, Inc, effective immediately; and

RESOLVED that Treasurer McAdoo is authorized to sign any documents necessary to execute the contract.

**d. Award of Bid for Installation of Cameras-TABLED**

**e. Award contract for remote access- TABLED**

**f. Resolution #2022-0063 –Adoption of Uniform Policies**

On motion of Commissioner McConnell, seconded by Commissioner Keyes, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, Town Law 176 and best practices of a Fire District requires adoption of various policies and forms; and

WHEREAS the Board of Fire Commissioners, have reviewed proposed policies and revisions to the standard operating guidelines (SOG) related to uniform & dress policies as fully described in Attachments A & B, and have found it consistent with the objectives of the Victor Fire District; now, therefore, be it

RESOLVED that the Board of Fire Commissioners adopts the Uniform & Dress Policy and Revisions to the SOGs and directs that it be added to the District Policy Book or SOG; and,

RESOLVED that a copy of the attachments be made available to the members and staff of the Victor Fire District.

**g. Adoption of Workers' Compensation Policies-TABLED**

**h. Resolution #2022-0064 -Appointment of volunteer Ludybeth Calderon.**

On motion of Commissioner Turner, seconded by Commissioner Keyes, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, pursuant to Town Law §176, volunteer members of a company shall be appointed by the Board of Fire Commissioners after selection by the fire company;

WHEREAS, Ludybeth Calderon has completed all requirements for membership and been approved by vote of the Victor Fire Department, Inc.; and,

WHEREAS, the Board of Fire Commissioners wishes to honor and approve new volunteer firefighters to serve with the Victor Fire Department and to satisfy all legal and insurance requirements for the benefit of our volunteers; now, therefore, be it

RESOLVED that the Board of Fire Commissioners hereby appoints Ludybeth Calderon to the Victor Fire Department's Hose Company as Firefighter #264 upon a driver's license approval and the passing of a physical examination from Healthworks; and,

RESOLVED, that a copy of this resolution be forwarded to Chief Mark Eifert, the Victor Fire Department, Inc., and Michael Bellinger.

**i. Resolution #2022-0065 -Appointment of volunteer Peter Boyer.**

On motion of Commissioner Barry, seconded by Commissioner Turner, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, pursuant to Town Law §176, volunteer members of a company shall be appointed by the Board of Fire Commissioners after selection by the fire company;

WHEREAS, Peter Boyer has completed all requirements for membership and been approved by vote of the Victor Fire Department, Inc.; and,

WHEREAS, the Board of Fire Commissioners wishes to honor and approve new volunteer firefighters to serve with the Victor Fire Department and to satisfy all legal and insurance requirements for the benefit of our volunteers; now, therefore, be it

RESOLVED that the Board of Fire Commissioners hereby appoints Peter Boyer to the Victor Fire Department's Engine Company as Firefighter #265 upon a driver's license approval and the passing of a physical examination from Healthworks; and,

RESOLVED, that a copy of this resolution be forwarded to Chief Mark Eifert, the Victor Fire Department, Inc., and Peter Boyer.

**11. Other Business/Comment from the Public:**

None

**12. Executive Session**

Commissioner McConnell motioned to enter executive session for the purpose of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation, inviting Chief Eifert to attend; seconded by Commissioner Barry and carried, 4 Ayes; 0 Nays;

Entered Executive Session at 7:11 p.m.

Commissioner McConnell motioned to return to Open Session, seconded by Commissioner Barry; and carried 4 Ayes; 0 Nays;

The Board exited Executive Session and returned to Open Session at 8:08 p.m. The Board took no action in Executive Session

**13. Adjournment:** The meeting adjourned at 8:09 p.m.

**14. Next Regular Business Meeting:** July 26, 2022