

VICTOR FIRE DISTRICT

**Board of Fire Commissioners Meeting Minutes**

**May 9, 2023, 2023 @ 6:30 PM**

**1. Call to Order:**

The Organizational Meeting of the Commissioners of the Victor Fire District was called to order by Commissioner Turner in compliance with the Open Meetings Law at 6:30 p.m.

**2. Pledge of Allegiance:**

Commissioner McConnell led the Pledge.

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

<b>Board Member</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>
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:**

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

Linda Tice, Tom Simonds, Rob Wihlen

**4. Motion to approve Minutes from April 11, 2023 Meeting**

Commissioner Keyes motioned to approve the minutes from the April 11, 2023 Regular Business Meeting; seconded by Commissioner Turner and carried, 5 Ayes and Nays.

**5. Motion to Pay Bills:**

Commissioner Barry motioned to approve payment of invoices shown on the Abstract of May 9, 2023, totaling \$43,646,76 seconded by Commissioner Keyes and carried 5 Ayes, 0 Nays.

**6. Correspondence:**

- a. Thank you letter from Cork Road resident

**7. Reports**

**a. District Treasurer Report**

Read and is on file

**b. District Secretary Report**

Read and is on file

**c. District Chief Report**

Read and is on file. Commission asked Chief and Treasurer to provide cost and operational analysis of keeping existing 2702 vehicle.

**d. Commissioner Reports**

None

**8. Old Business**

**9. New Business**

**a. Resolution #2023-0045 - Purchase Authorizations**

On motion of Commissioner Barry, seconded by Commissioner Keyes, the following resolution was adopted: 5 Ayes; 0 Nays

WHEREAS Chief Mark Eifert requested authorization to make the following purchases:

No.	Item	Budget Code	Amount
1	2711 Tool Mounting	201.2	\$ 3,875.00
2	Sensit Gold 4 Gas Meter	202.4	\$ 2,585.90
3	Recruitment Night postcards	408.16.1	\$ 950.00
4	Firewall replacement	203.3	\$ 1,575.00
5	Mobile Radio - 2702 vehicle (new)	203.2	\$ 6,342.00
6	T-shirts (60 - stock replenishment)	408.16.2	\$ 777.00
7	Softshell jackets (22)	408.16.2	\$ 2,849.00
8	Job shirts (32)	408.16.2	\$ 2,223.00
9	Badges (8)	405.8.1	\$ 780.00

WHEREAS, the Board of Fire Commissioners previously granted permission to proceed with the work related to item #1; and,

WHEREAS, the Board of Fire Commissioners have reviewed the purchases, found they meet the District’s Procurement Policy, and are needed for the safe and efficient operation of the Fire District; now, therefore, be it

**b. Resolution #2023-0046 –Motion to approve budget transfers**

On motion of Commissioner Barry, seconded by Commissioner Keyes, the following resolution was adopted: 5 Ayes; 0 Nays

WHEREAS, to maintain balanced budget lines within the 2023 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 #2023-0047 -Approval of Water Usage Form**

On motion of Commissioner Turner, seconded by Commissioner McConnell, the following resolution was adopted: 5 Ayes; 0 Nays

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

WHEREAS the Board of Fire Commissioners understand that New York State requires agencies who are responsible with supplying public water to account for unusual and abrupt changes to the usage of the water system; and

WHEREAS, it is necessary and appropriate for firefighters to use hydrants for training and truck maintenance; now, therefore, be it

RESOLVED that the Board of Fire Commissioners adopts the Water Usage Report described in Attachment A and directs the Chief, line officers, and firefighters to submitted the completed report for non-incidents within 24 hours of use of a hydrant; and,

RESOLVED that a copy of this attachment be made part of the District Policy Book

**d. Resolution #2023-0048 -Authorization to Attend NYSAFC Regional Hands On Training.**

On motion of Commissioner McConnell, seconded by Commissioner Keyes, the following resolution was adopted: 5 Ayes; 0 Nays

WHEREAS, General Municipal Law 72-g and Victor Fire District Policies require training opportunities at the local level where costs or fees are involved must be authorized by the Chief and approved by resolution of the Board of Fire Commissioners prior to attendance;

WHEREAS, the New York State Association of Fire Chiefs is presenting a three-hour regional hands-on training event in Bristol, NY on May 6 and 7, 2023;

WHEREAS, Firefighters Tom Simonds and Evan Haggett have expressed interest and availability in attending the May 6 class and Chief Eifert has authorized their attendance; and,

WHEREAS, the Board of Fire Commissioners approved attendance via email from April 25 through April 28; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners authorizes Tom Simonds and Evan Haggett to attend the NYSAFC Regional Hands On Training in Bristol, NY, on May 6, 2023, utilizing Rescue 2771;

RESOLVED, that any necessary expenses will be paid for by the Fire District as is consistent with the Travel Expense and School & Training policies; and

RESOLVED, that the expenses for this training will be assigned to A3410.403.11, training – Fire

**e. Resolution #2023-0049 –Authorization for Four Firefighters to Attend Extrication Training.**

On motion of Commissioner Barry, seconded by Commissioner Kowal, the following resolution was adopted: 5 Ayes; 0 Nay

WHEREAS, General Municipal Law 72-g and Victor Fire District Policies require training opportunities at the local level where costs or fees are involved must be authorized by the Chief and approved by resolution of the Board of Fire Commissioners prior to attendance;

WHEREAS, First Out Rescue Extrication College is offering an extrication training session in Farmington, NY, on September 16, 2023, and Chief Eifert wishes to authorize up to four firefighters to be named at a later date;

RESOLVED that the Board of Fire Commissioners authorizes Chief Eifert to reserve up to four seats for the Extrication Training in Farmington, NY on September 16, 2023;

RESOLVED, that Chief Eifert submit the names of the recommended members to the Board of Fire Commissioners for their approval prior to the scheduled event;

RESOLVED, that any necessary expenses will be paid for by the Fire District as is consistent with the Travel Expense and School & Training policies; and

RESOLVED, that the expenses for this training will be assigned to A3410.403.11, training – Fire

**f. Resolution #2023-0050 –Appointment of volunteer Nicholas Polidori.**

On motion of Commissioner Turner, seconded by Commissioner Barry, the following resolution was adopted: 5 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, Nicholas Polidori 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 Nicholas Polidori to the Victor Fire Department’s Engine Company as Firefighter #272 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 Nicholas Polidori.

**g. Resolution #2023-0051 –Appointment of volunteer Jeffrey Allan.**

On motion of Commissioner Keyes, seconded by Commissioner Turner, the following resolution was adopted: 5 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, Jeffery Allan 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 Jeffrey Allan to the Victor Fire Department's Hook & Ladder Company as Firefighter #273 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 Jeffrey Allan.

**10. Public Comments - none**

**11. Next Regular Board Meeting:** June 13 @6:30 p.m.

**12. Adjournment:** 7:05 p.m.