

Brockport Fire District Commissioners
Regular Meeting
November 1, 2021 6:30 pm
Brockport Fire District Station #3
191 West Avenue, Brockport NY 14420

Present: Commissioners: Patricia Connors, Debra Bax, Bill Bird, Allyn Hammel, David Georgiev; Treasurer Debra Kuhn; Chief Michael Menear, Deputy Chief Scott Wainwright, Assistant Chief Jose Medina; Attorney Ray DiRaddo

Others Present: Gordon Bemis, Alex Cervini, Ron Sabernick

Meeting called to order by Chairwoman Connors at 6:30 pm
Pledge Moment of Silence

Public Comments - none

Approval of October 19, 2021 Regular Meeting Minutes and October 19, 2021 Budget Hearing Motion by Commissioner Hammel seconded by Commissioner Georgiev to approve with one correction to the October 19, 2021 Regular Meeting Minutes. **5 Yes 0 No**

Chief's Report

- Reviewed submitted report.
- Chief Menear reviewed the information from Lowes indicating that they picked BFD as an agency to receive \$2,500 to help with a project of our choice. The Chiefs would like to see if a shed could be built at Station 5.

Motion by Commissioner Bird seconded by Commissioner Hammel to move forward with contacting Lowes regarding the possibility of building a shed for Station 5.

5 Yes 0 No

- Discussion regarding the former training trailer at Station 5 since it is no longer useful for training due to the condition of the trailer and is of no value.

RESOLUTION: 2021-69

Disposal of Training Trailer

BE IT RESOLVED that the training trailer at Station 5 will be dismantled and taken off of the property due to the fact it is in poor condition and unsafe for use for training and is of no value to the district.

Motion by Commissioner Bird seconded by Commissioner Hammel. **5 Yes 0 No**

- Holiday of Lights Parade – the BVFA usually has a float in the parade and will participate again this year if members are available to put together the float.

Deputy Chief's Report

- Reviewed submitted report.
- One member will be attending the Aerial Device class in Genesee County.
- There will be an RG&E Training for CO and Gas Emergencies on November 23, 2021.
- There were some changes to the run assignments.
- Working on Mutual Assistance with other departments.
- Survey – there were not many responses from the younger members. DC Wainwright appreciated those who did respond to the survey.
- Jake Buzard completed the EVOC class. DC Wainwright asked if he will be covered if he trains department members.

Assistant Chief's Report

- Reviewed submitted report.
- Received a request for fire prevention from the Cornerstone Academy.
- Checking on information for the new trailer and UTV for next year. Polaris in Akron, NY makes UTV's specifically suited for the fire service. AC Medina indicated that there is a government contract for the vehicle. Requesting to take the Chief's vehicle out of district to Akron. The commission had no problem with this.
- Discussion regarding getting an EZ Pass. Treasurer Kuhn will check into this.
- Truck 230 will be going out to Churchville Fire Equipment. AC Medina is not expecting any issues.

Motion by Commissioner Hammel seconded by Commissioner Bird to accept the Chiefs' reports. **5 Yes 0 No**

BVFA – nothing for regular session.

Treasurer's Report

- Reviewed Semi Monthly Report.
- Discussion regarding the bank interest comparisons in 2021. At this point we are making more interest with 5 Star. Commissioner Georgiev suggested that we stay with NY Class for one more year then transfer those accounts back to 5 Star if the interest stays lower than 5 Star. Treasurer Kuhn indicated that there are no penalties to change back. It was decided to keep the accounts in NY Class for one more year.
- Discussion regarding the credit card threshold increases.
Motion by Commissioner Hammel seconded by Commissioner Georgiev to approve the following: Raise the Deputy Chief's card and the Assistant Chief's card to \$5,000, The Chief's card is already at \$5,000, the Secretary's card to stay at \$5,000, the Commissioners' cards will stay at \$2,000. **5 Yes 0 No**
- Treasurer Kuhn distributed a spreadsheet for the truck bay floor work at Station 3. Commissioner Hammel indicated that he is waiting for Upstate Increte to respond regarding what their warranty will be. Hold decision until next meeting.

RESOLUTION: 2021-70 **Payment of Bills**

BE IT RESOLVED, that the Treasurer is approved to transfer \$10,646.10 from the Gifts and Donations Fund for the new gear dryer, to transfer \$24,155.87 for the regular bills and \$2,240.54 for payroll and deposit all into the General Checking Account to pay the bills totaling \$37,042.51.

Motion by Commissioner Hammel seconded by Commissioner Georgiev to approve.

5 Yes 0 No

Secretary’s Report

- IT RFP – one received from Gartland Technologies, a request for the information was made by Byrd Computers and nothing has been submitted to date. The deadline is November 4, 2021 at 4:00 pm.
- Medical RFP – received the RFP from Northern Star, received a call from Debbie Klein of U of R and they may submit an RFP, contacted Fingerlakes and they were not sure if they would submit an RFP, sent the information to WorkFit but had not yet heard back from them to date. The deadline is November 4, 2021 at 4:00 pm.
- Code of Ethics Policy – need more time to review, bring up at the next meeting.
- New Position – DC Wainwright and Commissioner Bax will meet to discuss the job duties.
- Resolution to purchase the new Pumper. Discussion regarding transferring money and payment. Will need 2 resolutions, one to transfer money from the Buildings and Facilities Capital Reserve Fund into the Vehicle and Equipment Capital Reserve Fund and one to expend the money to purchase the new Pumper. Need to do some additional review before the resolutions are made.

RESOLUTION: 2021-71 **Expend Monies from Command Vehicle Capital Reserve Fund**

BE IT RESOLVED that the Secretary is approved to place the Legal Notice in the newspapers to expend from the Command Vehicle Capital Reserve Fund for the purchase of a 2022 Chevy Silverado 2500 Crew Cab 4 x 4 at an amount not to exceed \$57,000.00 subject to a Permissive Referendum. Entire Resolution is attached to the minutes.

Patricia Connors, Chairwoman, Commissioner	Yes
Allyn Hammel, Vice Chairman, Commissioner	Yes
Willard Bird, Commissioner	Yes
Debra Bax, Commissioner	Yes
David Georgiev, Commissioner	Yes

- New Website
 - Commissioner Georgiev indicated that he feels the new website is ready to go live. Also, the BVFA will need to get information to Justin for posting. Suggesting that on a monthly basis we get together to see what additions, changes, etc. that we may want. It was agreed that we should move forward with transitioning to the new website.
- Annual Election – requested the voter rolls to be delivered.
- Policies – they are in a book in the commission office. Commissioner Bird indicated that the Bailout Policy should not be our policy and should not be in the book.

New/Old Business

- Inter-Municipal Agreement with the Village of Brockport.
Motion by Commissioner Georgiev seconded by Commissioner Hammel to approve.
5 Yes 0 No
- EMT Policy – Commissioner Georgiev received information from Attorney DiRaddo and Chief Menear and will update the policy for a future vote.

Attorney DiRaddo

- Reviewed the Public Officers Law effective 11/18/2021 regarding having documents available to the public during the Fire District Meetings and post on the website. Minutes can be posted as a draft and the agenda should be on the website 24 hours before the meeting.

Commissioner Reports

Commissioner Hammel

- Waiting to paint the damage to the overhead door at Station 1 until we know if the door can be repaired.
- KJ Roofing has not made contact regarding the roof at Station 3.
- The Maps are all in frames and in the buildings. Extra maps are in the commission office. The person who built the frames did not charge us so possibly we can get a gift card for him from the Gifts and Donations Fund in recognition of the effort of putting together the frames.

Motion by Commissioner Bird seconded by Commissioner Georgiev to purchase a gift card in the amount of \$100 as recognition of the effort he put forth putting the frames together. **5 Yes 0 No**

Commissioner Bird

- Gear dryer was received, and Churchville Electric will come in to connect the electric.
- Having Triple O come in and look at the heater in the Commission Office.
- Tim Henry will build a work bench for Station 1.

Commissioner Georgiev

- Has not received a quote for the signs yet.

Commissioner Bax – nothing

Commissioner Connors – nothing

Motion by Commissioner Hammel seconded by Commissioner Bird to adjourn to Executive Session to discuss a personnel matter with the BVFA. **5 Yes 0 No**

Moved to Executive Session at 8:00 pm.

Motion by Commissioner Hammel seconded by Commissioner Bax to move from Executive Session back to Regular Session. **5 Yes 0 No** Moved to Regular Session at 8:30 pm.

Motion by Commissioner Bird seconded by Commissioner Hammel to adjourn. **5 Yes 0 No**
Meeting adjourned at 8:31 pm.

Respectfully submitted,

Debra L. Bax, Secretary

Brockport Fire District

BROCKPORT FIRE DISTRICT

NOTICE OF RESOLUTION

RESOLUTION: 2021-71

Resolution to Expend from the Command Vehicle Capital Reserve Fund for the purchase of a 2022 Chevy Silverado 2500 Crew Cab 4 x 4.

Whereas, pursuant to General Municipal Law § 6-g, the Brockport Fire District, Towns of Sweden and Clarkson, County of Monroe, State of New York, did establish the Brockport Command Vehicle Capital Reserve Fund, a capital reserve fund to finance the cost of acquisition of replacement command vehicles, that is those vehicles that provide rapid response to an emergency and are normally assigned to the fire chief, deputy chief, assistant chief, or duty officer, including monies to equip these command vehicles which includes light bars and equipment for fire scene control normally used by command personnel or any other equipment necessary to make the vehicle functional for its intended purposes.

Whereas, the Brockport Fire District is using the New York State Vehicle Marketplace Bid Process OGS Contract #PC68975SB for the purchase of a 2022 Chevy Silverado 2500 Crew Cab 4 x 4.

NOW BE IT RESOLVED THAT

The Brockport Fire District is hereby authorized to expend from the "Brockport Command Vehicle Capital Reserve Fund" an amount not to exceed \$57,000.00 for the purchase of the 2022 Chevy Silverado 2500 Crew Cab 4 x 4 to be purchased in 2022 and,

BE IT IS FURTHER RESOLVED that this resolution is subject to a permissive referendum and shall not take effect until 30 days has elapsed after its adoption, or unless approved at a special election of the qualified voters of the Brockport Fire District after a proper petition calling for such special election is filed with the secretary of the Brockport Fire District within the time permitted by law.

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was as follows:

Patricia Connors, Chairwoman, Commissioner	Yes
Allyn Hammel, Vice Chairman, Commissioner	Yes
Williard Bird, Commissioner	Yes
Debra Bax, Commissioner	Yes
David Georgiev, Commissioner	Yes

FURTHER RESOLVED, that this resolution and this expenditure is subject to a permissive referendum referenced above.

Dated: September 7, 2021

Debra L. Bax, Secretary
BOARD OF FIRE COMMISSIONERS
Brockport Fire District
PO Box 131
38 Market Street
Brockport, New York 14420



Brockport Fire District

Office of the Fire Chief

38 Market Street • P. O. Box 131

Brockport, NY 14420

Chief Michael Menear

Deputy Chief Scott Wainwright

Assistant Chief Jose Medina

Fire Chief's Report

Period of: 10/18/21 - 10/31/21

Calls to Date: 924

Last Year at this time:

2020 2021

Calls as of last meeting: 48

Oct. 658 924 between 01/01 and 10/31

Total Calls last month: 112

Fire Reports Due:

—

Calls for the Month:

Many calls for MVAs and several calls EMS assist with Forcible Entry or CPR

10/18 – 220 Residence Dr. McLean Hall, 18 YO Female unresponsive-intox, EMS

10/18 – 500 Central School Dr. Hill School, Possible Stroke, EMS

10/18 – 4899 Lake Rd, Not Blking (Veh vs Pole), MVAA-Fluid/Smoke/Pole

10/18 – East Ave/ Sweden Walker Rd, 2 Vehs- caller having chest pain, 29B01

10/19 – 49 King St, CO Detector going off-no sickness-adv to wait outside, FUMSB

10/19 – 177 Utica St, Wire hanging low, WIREA

10/19 – 17 Clark St, 3rd party call-house on fire, M.A. with HMW, MJFD, STRCTA

10/19 – W Sweden Rd/Fourth Section Rd, MVA, 29B05U

10/20 – 6515 BKPT-Spencerport Rd Planet Fitness, Auto Alarm- Manual Pull Sta., M.A. with MJFD, STRCTB

10/20 – 15 Tudor Rd, clr w/elevated heart rate-BP also fluctuating, 19A01

10/21 – 4721 Lake Rd Taco Bell, Auto Alarm- Audible/Fire/Commercial-Smoke Detector, AMTCA-Commercial

10/21 – Main St/Park Ave, Grey Freightliner TT into the overpass Bridge-Blking, MVAA-Fluid/Smoke/Pole

10/21 – 6563 BKPT-Spencerport Rd, Auto Alarm-Audible/Fire-Pull Station/Commercial-Vestibule, AMTCA-Commercial

10/21 – 170 West Ave Elderwood Lakeside, full code—unresponsive Pt., 09E01

10/21 – 6563 BKPT-Spencerport Rd, Auto Alarm-Audible/Fire-Pull Station/Commercial-SW, AMTCA-Commercial

10/21 – 256 Holley St Hazen Hall Rm 8, Male PT allergic reaction to peanuts, 02B01I

10/21 – 1669 Reed Rd, possible OD, 23D01I

10/23 – 311 Holley St Harmon Hall, highly intox 18 YO Female- in /out of consciousness, ALSA



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Calls for the Month (Cont):

- 10/23 – 20 Park Ave, Fire Alarm going off in Bedroom, No Smoke or Flames seen, AMTCA
10/23 – 26 Clinton St, sees a blue light flashing inside of loc. & hears alm going off, AMTCA
10/23 – 46 Union St, Nat. Gas Odor/RGE ETA 30 Mins, FUMSA
10/23 – 20 Summer Hill Dr. , Fire Alarm, AMTCA
10/23 – 555 Holley St, A9639 from 104/260 (Poss Fall), 17B04G
10/23 – 17 Clarkson Hamlin Townline Rd, Male unresponsive, 09E01
10/23 – 2814 Lake Rd, Person w. headache starting EMS-RGE has no ETA, FUMSB
10/23 – 4599 Redman Rd Apt 328, Automatic Alarm- Audible/Fire/Commercial, AMTCA-
Commercial
10/24 – 7341 W Ridge Rd, Pole Down- Wires Down-not arching or Sparking, WIREA
10/25 – 590 Holley St, Power line down, covering driveway, WIREA
10/25 – 1011 Wellington Woods Dr. E, 676C W/A (Convulsing), FIREB
10/25 – 73 Frazier St, Req an ALS Amb for unconscious female, ALSA
10/26 – 45 Fayette St, hears fire alarm going off on Fayette St/ nothing seen, AMTCA
10/26 – 7061 W Ridge Rd Timber Ridge Golf Course, Man. Called RGE–has odor of Nat Gas
inside, FUMSA
10/26 – 20 West Ave, 71 yo Male fallen, 17B01G
10/26 – 6975 E Canal Rd, water in Veh- clr doesn't know how to swim, 29D02s
10/27 – 5939 BKPT-Spencerport Rd, Lights & Siren (Medina 60 need assist-CPR in progress),
ALSA
10/27 – 1 Main St, West of Loc. Bwt Main & Smith-VHF Distress call, BOATA
10/27 – 4599 Redman Rd Apt 318, Automatic Alarm- Audible /Fire/Commercial, AMTCA-
Commercial
10/28 – 24 Washington St Churchville FD, Fill-in, FILLIN
10/28 – 3816 Sweden Walker Rd, Nbr burning rubbish and wood, FIREB
10/28 – 21 Taramora TRL, House on Fire M.A. with SPEF, HILF, STRCTA
10/28 – 156 West Ave, Lights & Siren (M not conscious, unknown breathing), 09D01
10/29 – 5530 Lake Rd, M-fell- needs a lift assist-unk if injured, 17B01G
10/29 – 16635 Rt. 31 M.A. to Murray, Nat Gas Leak at Loc, FIREA
10/29 – 3806 Sweden Walker Rd, M.A with HMWF, HILF, Gry Smoke coming from back of
house- didn't see anyone, STRCTA
10/29 – 240 Residence Dr. McFarlane Hall, Req. EMS 18 YO Male Dizzy in Rm 211, EMS
10/29 – 4599 Redman Rd Apt 206, Fire Alarm- CC, AMTCA
10/30 – 102 Woodlands Way, Lift Assist, 26A01
10/30 – 4873 Lake Rd, Fire Alarm- zone 627-c/c, AMTCA
10/31 – 400 Residence Dr. Briggs Hall, Unresponsive Intox Male 18 YOA, EMS



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Miscellaneous/Current Projects:

We were contacted by Lowe's about them doing something for local volunteer agencies. They usually pick an agency and reach out to them to do little projects for them. They chose the BFD, from what I was told they can spend up to \$2500 to help with said projects. The Chief's talked about this and would like to see if they are willing to build a shed over at Sta.5. The idea would be to move the mower and some of the other items in the back of the bay outside. Depending on the size of the shed we may be able to move some other items from HQ to there as well. I am waiting for the Manager to get back to me so we can talk some more about this.

At the last Executive Chiefs meeting, we discuss changing some of the codes we see when we look at the dispatches on BRYX. The county is trying to decide whether they will keep the MPS/Netviewer App for Vol. agencies. This includes whether to keep the Pre-alerting in the system. They are looking for documented reason to keep the system, not just if it is liked or not.

The hands on trainers at PSTF will be shut down for the winter around Nov. 15th. They are starting to plan for next year's classes. They are planning on a Fire Officer 2 class so people won't need to go to Montour Falls. They also want to set up a Fire Instructor 1 class for the beginning of the year and if possible a Fire Instructor 2 Class in the fall.

So far the use of 2337 for EMS type calls has been good. It is still available for the Officers for use as a Duty Officer Vehicle.

Additional Information:

The SCBA packs that went out for service have been returned. We will need to order flashlight batteries soon.

We have placed the Bailout equipment on the SCBAs to keep from damaging the pockets. This was a suggestions to reduce wear and tear on the bunkers. We will be watching for similar wear while on the packs. Any appropriate ideas will be considered. We are also working on some different ways to make it easier to attach the system to the D rings on the bunkers. We may also look for other options for the systems to be carried. This will be an ongoing project.

Michael Menear

BFD Fire Chief



Brockport Fire District

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Chief Mike Menear

Deputy Chief Scott Wainwright

Assistant Chief Jose Medina

Deputy Chief's report November 1, 2021

District Training:

November Training

- 11/2 Department Meeting
- 11/9 Pumping / Handlines
- 11/16 First 90 Seconds
- 11/23 CO / Natural Gas Emergencies: RG&E Rep
- 11/30 Maintenance Night

Monroe County Training:

- Confined space awareness and safety starting 11/13

Genesee County Training:

- Apparatus operator – Aerial Device class starts 11/1. I signed up Dave Stratton for this class.

New York State Training:

- Nothing

Out of State Training:

- Nothing

Deputy Chief's report

- Remember: **Train like your life depends on it, because it does!**
- Captain Chris Mros, Past Chief Scott Smith and I discussed 4 of the 6 recruits going to Interior status. Shane Hale, Scott Cleere, Jeff Denmark and Cody Place are now riding as Interior firefighters.

- This month we are having a representative from RG&E come in and go over CO and Natural Gas emergencies. It would be nice to have a good turnout for drill when an outside agency comes in to train us.
- Lately participation at drills and even fire calls have been not so great. It would be nice to find out why this is? If anyone is talking with a Chief Officer or Line officer and asked why the participation level is low, please feel free to talk with them about this issue. Not one single officer is going to take it personally or get upset about this topic. We are just trying to figure out what is going on. Is it a change in personal lives? No time for the Fire Department? Work Schedules? Etc. We would like to hear from the membership. Our door is always open if people would like to talk.

Training committee for 2021:

Recruit trainers will be:

Past Chief Scott Smith, Captain Chris Mros

Trainers Committee members:

Past Chief Scott Smith, Captain Chris Mros

Captain Adam Leggett, Captain Tim Smith

Captain Brian Smith, FF Jim Juby

FF Jim Perreault

If anyone has questions or concerns they'd like to talk about, please feel free to call or email me. Have a nice day

Respectfully submitted,
Deputy Chief Scott Wainwright



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Assistant Chiefs report

November 1, 2021

Truck/District Vehicle Maintenance

2367

- Will be going out to have lights installed on 11/15

238

- 238 is back

230

- 230 is next to go out for PM's

All the trucks are getting there PM's done over the next month. Please read your pages as trucks are moved around

Gear/Gear Inspection

- Gear is ordered. We don't have a ship date.

Preventive Maintenance/ Maintenance items

- N/A

FIRE PREVENTION

- One request just came in and we are working on it

District Details

- N/a

Yearly Inspections

- 2021 ladder testing will be 1/22.
- Ladder testing went well. We had some ropes fail and some roof belts are going to be outdated this year.
- Meter was ordered and should be here soon.

Other

- After all calls the trucks need to be washed with soap.
- Pack checks need to be done every Tuesday before drill.

Any questions feel free to call or email me
Respectfully Submitted,
Assistant Chief Jose Medina



Brockport Fire District Meeting Agenda

November 1, 2021 (in-person only)
6:30 PM

Meeting Facilitator: Patricia Connors, Chair

1. Pledge of Allegiance.
2. Moment of Silence to honor Brockport Fire District members who are no longer with us, as well as all First Responders and members of our Military.
3. Public Comment
4. Approval of Minutes from the Regular Meeting of October 19th and the Budget Hearing*
5. Chief's Reports *
6. BVFA representative
7. Treasurer's Report:
 - Semi-Monthly Report
 - NY Class Interest Report
 - Credit Card Threshold Increases
 - Concrete Project
 - Payment of Bills *
8. Secretary's Report:
 - IT and Medical RFPs
 - Code of Ethics Policy
 - New Position
 - Resolutions – Command Vehicle and Pumper
 - Website
 - Annual Election
9. New/Old Business:
10. Attorney Ray DiRaddo
11. Commissioners Reports
12. Executive Session –
13. Motion to adjourn. Meeting adjourned at _____PM.

(*Motion to approve)