

Brockport Board of Fire Commissioners
Regular Meeting
June 3, 2024 6:30 pm
Brockport Fire District Station #3
191 West Avenue, Brockport NY 14420

Present: Commissioners Patricia Connors, Allyn Hammel, Bill Bird, David Georgiev; Secretary Debra Bax; Treasurer Debra Kuhn; Chief Jose Medina, Deputy Chief Tim Smith, Assistant Chief Adam Leggett; Attorney DiRaddo

Others Present: Zack Alexander

Excused: Commissioner Michael Koss; Attorney Ray DiRaddo

Regular Meeting called to order by Chairwoman Connors at 6:30 pm.

Pledge Moment of Silence.

Public Comments – none

BVFA – nothing

Approval of May 20, 2024 Regular Meeting Minutes

Motion by Commissioner Hammel seconded by Commissioner Georgiev to approve with one correction. **4 Yes 0 No**

Chief's Report

- There will be a change in the Vehicle Policy to allow the children to ride in the trucks in parades.
- The Town of Oswego reached out to inquire how the district works with the college.

Deputy Chief's Report

- July 27, 2024 is the date for the high rise drill at the college.

Assistant Chief's Report

- Pro Carpet submitted the lease expensive quote for the installation of the carpet in the Chief's Office.
- Turnout Gear inspections are done. Need gear for 4 people.
- Reviewed information regarding United Diagnostics Service which will be contracting with Henrietta Fire District for conducting ultra sounds and low grade cat scans. Approximate cost for both tests is around \$510. The district can look into this for the future as the program begins.

Motion by Commissioner Hammel seconded by Commissioner Bird to accept the Chiefs' Reports.
4 Yes 0 No

- Reviewed the carpeting quotes for the Chief’s Office.
Motion by Commissioner Georgiev seconded by Commissioner Hammel to approve Pro Carpet at a cost of \$4,011. **4 Yes 0 No**

Treasurer’s Report

- Inquired as to how the 30 trial of the Tango Tango system was going.
- Need to begin the budget process. What are the capital needs for next year?
- Replace the roof at Station 2 in 2024 or can it be done this year.
- AED’s are due to be replaced in 2026.

RESOLUTION: 2024-32

Payment of Bills

BE IT RESOLVED that the Treasurer is approved to transfer \$37,031.42 for the regular bills and \$2,752.41 for payroll from the General Fund Savings Account and deposit all into the General Fund Checking Account to pay the bills totaling \$39,783.83.

Motion by Commissioner Hammel seconded by Commissioner Bird to approve. **4 Yes 0 No**

Secretary’s Report

- FOIL Requests – were taken care of.
- Waiting on the paperwork to be received for the 2 pending applications.

New/Old Business/Commissioner Reports

- Cleaner for the fire houses. Commissioner Bird spoke to Zack Alexander and he is willing to accept the job.

Motion by Commissioner Hammel seconded by Commissioner Bird to hire Zack Alexander at a rate of \$16.00 per hour for 20 hours per week. **4 Yes 0 No**

- Discussion regarding the front entrance work at Station 5.

RESOLUTION: 2024-33

Front entrance work at Station 5

BE IT RESOLVED that the Brockport Fire District is hereby authorized to expend from the Brockport Fire District Buildings and Facilities Capital Reserve Fund an amount not to exceed \$5,000 for the purpose of the front entrance exterior and interior work at Brockport Fire District Station 5.

Commissioner Connors	Yes	Commissioner Koss	Absent
Commissioner Hammel	Yes	Commissioner Georgiev	Yes
Commissioner Bird	Yes		

- Commissioner Bird indicated that Triple O will be in the district tomorrow for the boiler contract for maintenance.

As there was no further business to come before the Board, Commissioner Hammel made a motion to adjourn the meeting, seconded by Commissioner Georgiev. **4 Yes 0 No**
 Meeting adjourned at 7:18 pm.

Respectfully submitted,
 Debra L. Bax, Secretary
 Brockport Fire District

BROCKPORT FIRE DISTRICT

LEGAL NOTICE

RESOLUTION 2024-33

Front Entrance Work at Fire District Station 5

The following resolution was adopted by the Board of Fire Commissioners of the Brockport Fire District on June 3, 2024:

Resolution to expend from the Brockport Fire District Buildings and Facilities Capital Reserve Fund for the demo and pouring of new concrete plus interior drywall work at the front entrance at Brockport Fire District Station 5, located at 80 Owens Road, Brockport NY 14420.

WHEREAS, pursuant to General Municipal Law §6-g, the Brockport Fire District (Fire District), Towns of Sweden and Clarkson, County of Monroe, State of New York, did establish the "Brockport Buildings and Facilities Capital Reserve Fund" a capital reserve fund to finance all or part of the cost of acquisition or the construction, reconstruction, remodeling, refurbishment, acquisition or upgrading of existing Fire District buildings or facilities; to pay or provide for structural improvements or to pay or provide for upgrades to the replacement of the HVAC systems, security, smoke and fire protection services for those buildings or facilities. Fire District facilities include the Fire District training grounds.

WHEREAS there is a need to have the current front entrance concrete removed, prepped and new concrete poured to remove water from flowing into the front entrance, in addition to replacing some interior drywall that needs to be cut and replaced due to the existing water damage,

WHEREAS the above-mentioned work is to be financed from monies in the above-referenced "Brockport Fire District Buildings and Facilities Capital Reserve Fund", and it is the purpose of said capital reserve fund to fund this front entrance concrete and front entrance interior work in order to keep this area from flooding and to replace the water damaged drywall inside the front entrance,

NOW BE IT RESOLVED THAT, the Brockport Fire District is hereby authorized to expend from the "Brockport Fire District Buildings and Facilities Capital Reserve Fund" an amount not to exceed \$5,000 for the purpose of the front entrance exterior and interior work at Brockport Fire District Station 5, located at 80 Owens Road, Brockport NY 14420,

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	Michael Koss, Commissioner	Absent
Allyn Hammel, Vice Chairman, Commissioner	Yes	David Georgiev, Commissioner	Yes
Willard Bird, Commissioner	Yes		

The resolution was thereupon duly declared to have been adopted subject to a permissive referendum.

Dated: June 3, 2024
Debra L. Bax, Secretary
Board of Fire Commissioners
Brockport Fire District
38 Market Street
Brockport NY 14420

Brockport Fire District

Deb Bax <dbax@brockportfire.org>

Fwd: Carpet Numbers

Adam Leggett <aleggett@brockportfire.org>

Mon, Jun 3, 2024 at 6:50 PM

To: Commissioners <Commissioners@brockportfire.org>, Deb Bax <dbax@brockportfire.org>

----- Forwarded message -----

From: **Michael Henry** <mhenry@brockportfire.org>

Date: Mon, Jun 3, 2024 at 12:14 PM

Subject: Carpet Numbers

To: Assistant Chief <Assistantchief@brockportfire.org>

I checked these. I think the biggest issue you face with pricing is what is under that carpet now and all of the vendors would have the same issue with the preparation needed so it won't make any one vendor better than the others.

Flooring				
Vendor	Quote	Type	Other	Notes
Brockport Carpet	\$4,995	Glue	\$882	Add \$882 if they need RDEX, also we have to scarify the floor if needed
Christian Carpet	\$4,428	Floating		Floor Prep not Quoted and rip out not quoted
Pro Carpet	\$4,011	Floating		Includes ripout, skim coat and transitions

All quotes include using our dumpster to get rid of the carpet and pad from office

All include reducers to go from floor to carpet

Mike Henry

Administrative Assistant to Chiefs Office

Safety Officer / Past Chief

Brockport Fire District

Office#: 585-637-1036

Mobile#: 585-260-6100



Brockport Fire District (Tentative) Meeting Agenda

June 3, 2024


6:30 PM

1. Pledge of Allegiance by all present at 6:30 PM.
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 May 20, 2024.
5. BVFA representative
6. Chief's Reports *
7. Treasurer's Report:
 - Semi-Monthly Report*
 - Payment of Bills *
8. Secretary's Report:
 - Foil Requests
9. New/Old Business/Commissioner Reports:
 - Cleaner for the firehouses
 - Station 5 entrance way construction
10. Attorney Ray DiRaddo – Excused
11. Executive Session – No.
12. Motion to adjourn.

(*Motion to approve)

Brockport Fire District
Regular Meeting
June 3, 2024 6:30 pm
Brockport Fire District Station #3
191 West Avenue, Brockport NY 14420

Sign-In Sheet

PRINTED NAME	SIGNATURE
Zach Alexander	

Brockport Fire District 5 Year Building Plan
Capital (>\$2500) and Non Capital Items, Public Works Projects
 (Does not include Repairs)

Capital Item Description Estimated Cost Year

Station 1

Furnace Replacement		complete
Water Heater Replacement		complete
Signage		2024
Alarm System		2024
Handicapped Accessible Doors exterior		2024
Transfer Switch		2025
Bay Heater replacement		2025
Door Replacement		2025
Bay Floor Upgrade		2026
Carpeting Offices		2026
Kitchen Upgrade		2026
Air Conditioning Replacement		2028
Generator Replacement		2032
Painting bay Doors		2036
Roofing		2037
Parking lot Replacement		2040

deferred Until?

Station 2

Roofing		2024
Paint and Carpeting		2024
Signage		2024
HVAC		2028
Bay Floor		2032
Siding		2040

Station 3

Roofing		2024
Painting Exterior		2024
Signage		2024
Parking Lot		2024
Painting Interior		2026
Bay Floor		2031
HVAC		2042

Station 5

Concrete Pad Front Door (internal wall ceiling damage)		2024
Concrete Pad for Training		2024
Air Conditioning Station 5		2024
Roofing		2024
Shed		2024
Signage		2024

deferred until?

Computing

Wi Fi Replacement		complete
Tablets for Trucks		complete
Naz Replacement		2025
Computers		2024

Equipment (not covered by vehicle schedule)

Phone Project		complete
AEDs		2026
Radios		as needed
SCBAs		annual
Turnout Gear		annual

ongoing replacement
 ongoing replacement
 ongoing replacement

Brockport Fire District Abstract of Audited Vouchers from 5/21/2024 to 6/03/2024

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u> <u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Check #</u>	<u>Chk Date</u>
Voucher Type: Payroll							
ADP	5/18/2024	PR 05.24	7,314 05/24 Payroll	AA.3405.100.000	366.10	PR 05/24	5/24/2024
	5/18/2024	PR 05.24	05/24 Payroll	AA.3410.100.000	578.69	PR 05/24	5/24/2024
	5/18/2024	PR 05.24	05/24 Payroll	AA.3415.100.000	1,148.80	PR 05/24	5/24/2024
	5/18/2024	PR 05.24	05/24 Payroll	AA.3420.100.000	419.76	PR 05/24	5/24/2024
	5/18/2024	PR 05.24	05/24 Payroll	AA.9030.800.000	192.29	PR 05/24	5/24/2024
	5/18/2024	PR 05.24	05/24 Payroll	AA.9050.800.000	52.77	PR 05/24	5/24/2024
	5/18/2024	PR 05.24	05/24 Payroll	AA.9055.800.000	-6.00	PR 05/24	5/24/2024
					2,752.41		
					2,752.41		
ADP Total							
Total for Voucher Type: Payroll							
Voucher Type: Prepaid							
AT&T Mobility	5/04/2024	287302269023x051	7,297 Telephone Apr May 2024	AA.3740.400.000	41.78	ACH	5/21/2024
					41.78		
RG&E	5/10/2024	2002-3355-124	7,293 Gas Apr May 2024 Station 3	AA.3710.400.000	88.55	ACH	5/21/2024
	5/10/2024	2002-3361-049	Gas Apr May 2024 Station 2	AA.3710.400.000	59.62	ACH	5/21/2024
					148.17		
					148.17		
RG&E Total							
Time Warner Cable BC	5/07/2024	142100701050724	7,296 Cable May June 2024 Station 1	AA.3745.400.000	538.00	ACH	5/21/2024
	5/07/2024	144052701050724	Cable May June 2024 Station 3	AA.3745.400.000	77.03	ACH	5/21/2024
	5/14/2024	144052801051424	Cable May June 2024 Station 2	AA.3745.400.000	149.98	ACH	5/21/2024
	5/21/2024	141408401052124	Cable May June 2024 Station 3	AA.3745.400.000	46.67	ACH	5/24/2024
	5/21/2024	141716501052124	Cable May June 2024 Station 1	AA.3745.400.000	56.17	ACH	5/24/2024
	5/21/2024	144395501052124	Cable May June 2024 Station 5	AA.3745.400.000	149.98	ACH	5/24/2024
					1,017.83		
					1,207.78		
Time Warner Cable BC Total							
Total for Voucher Type: Prepaid							
Voucher Type: Regular							
Cardmember Services	5/21/2024	2024.05.21	7,313 Wix.com; MyFax; Verizon; Fazoools; USA	AA.3535.400.000	336.00		
	5/21/2024	2024.05.21	Wix.com; MyFax; Verizon; Fazoools; USA	AA.3740.400.000	1,264.33		
	5/21/2024	2024.05.21	Wix.com; MyFax; Verizon; Fazoools; USA	AA.3820.400.000	612.56		
	5/21/2024	2024.05.21	Wix.com; MyFax; Verizon; Fazoools; USA	AA.3825.400.000	223.98		
	5/21/2024	2024.05.21	Wix.com; MyFax; Verizon; Fazoools; USA	AA.4205.400.000	839.61		
					3,276.48		
					3,276.48		
Cardmember Services Total							

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Firematic Supply Company, Inc 5/21/2024 211589	7,302	Boots	AA.3820.400.000	6,960.62			
Firematic Supply Company, Inc Total				6,960.62			
Gartland Technologies, LLC 5/01/2024 1840	7,308	HID FOBS for Kantech System; monthly contracts	AA.3620.400.000	9,150.00			
Gartland Technologies, LLC Total				9,150.00			
Mark's Pizzeria 5/29/2024 Mark's Pizza	7,301	Mark's Pizzeria for DPW Lunch	AA.4305.400.000	130.33			
Mark's Pizzeria Total				130.33			
McNeil & Co. 5/17/2024 2365215	7,303	24ADD Renewal	AA.9089.800.000	2,916.57			
McNeil & Co. Total				2,916.57			
Rapid Dry, Inc. 5/03/2024 5866288	7,307	Carpet Cleaning	AA.3720.400.000	500.00			
Rapid Dry, Inc. Total				500.00			
Raymond S. DiRaddo Esq. 5/29/2024 23643	7,315	Legal Services Jan - May 2024	AA.3610.400.000	4,803.34			
Raymond S. DiRaddo Esq. Total				4,803.34			
Repair N Remodel LLC 5/24/2024 2024.05.24	7,311	Install soffitt and trim	AA.3720.400.000	620.00			
Repair N Remodel LLC Total				620.00			
Ryan Printing 5/16/2024 38893	7,310	Pump panel decals for Pumper & Quint	AA.3960.400.000	44.00			
Ryan Printing Total				44.00			
Stokes, Visca, Hucko & Barone, CPAs 5/02/2024 1978	7,306	2023 Audit testing and Financial reports	AA.3605.400.000	6,100.00			
Stokes, Visca, Hucko & Barone, CPAs LLC Total				6,100.00			
Triple-O Mechanical 5/23/2024 94178881	7,309	Replaced filters on furnace/air handler	AA.3720.400.000	347.00			
Triple-O Mechanical Total				347.00			
Uniform Express 5/22/2024 50673	7,312	Dress uniform	AA.3830.400.000	750.45			
Uniform Express Total				750.45			
Westside News, Inc. 5/12/2024 137264	7,304	Legal Notice - Resolution 2024-29 - Milling &	AA.3630.400.000	110.85			

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Westside News, Inc. Total	5/12/2024	137265		Legal Notice - Resolution 2024-30 - Concrete Pad	AA.3630.400.000	114.00		
						224.85		
Total for Voucher Type: Regular						35,823.64		

Total:
 Payroll Vouchers 2,752.41
 Total 37,031.42
 39,783.83

I certify that the vouchers listed above were audited by the Board of Fire Commissioners of the Brockport Fire District and allowed in the amounts shown. You are hereby authorized and directed to pay each of the claimants the amount opposite his name. The treasurer is also authorized to transfer to the General Fund checking account the following amounts:

Department:
 General 37,031.42
 Payroll 2,752.41
 Total 39,783.83

6/3/24
 Date

Debra Bax
 Debra Bax, Secretary Brockport Fire District