

# FREWSBURG FIRE DISTRICT

FEBRUARY 2023

## MEETING MINUTES

The Frewsburg Fire District meeting was held at the Town of Carroll town hall on February 13, 2023 at 7:00 pm

Chairman Nick Niles opened the meeting with the pledge to the flag.

Commissioners present: Don Sparling, Nick Niles, Bob Price, Ed Nazario, and Tim Burkett

Fire Department members present: Cory Lauffenburger, Dan Sisson, Randy Sisson, Don Mowry, Justin Martin, Charlie Piazza, Dave W.

Motion to accept secretaries report was made by Don Sparling and seconded by Ed Nazario

Motion to pay 2022 bills totaling \$\$1,831.17 was made by Don Sparling and seconded by Ed Nazario.

Motion to pay January 2023 bills totaling \$14,995.85 was made by Don Sparling and seconded by Tim Burkett.

Chairman Nick Niles passed out read the rules for public comment. Starting at our monthly meeting in March you will have to sign in if you want to make a public comment and you have a 3 minute time period. Motion was made by Tim Burkett and seconded them by Don Sparling.

Chairman Nick Niles then opened the meeting for public comment at 7:12 pm.

Cory Lauffenburger made mention re the FOIL request he made on December 23<sup>rd</sup>. Cory stated that the return letter back to him re his request was in a timely fashion. He has not received the notes and it is past the 20 days. Cory read the NY State law 1401.5

Chairman Nick Niles then asked if there was anyone else that wanted to speak in the public comment time. The public comment time was then closed

A motion was made by Chairman Nick Niles, seconded by Commissioner Tim Burkett to enter into executive session for the purpose of to discuss the sexual and other harassment policy. The motion was approved by all board members. 5 votes

The board entered into executive session at 7:16 pm

A motion was made by Commissioner Tim Burkett, seconded by Commissioner Ed Nazario to exit executive session. The motion was approved by all board members. The votes was 5 votes.

The board exited executive session and returned to open session at 7:23 pm. The board took no action in executive session.

#### CHIEFS REPORT:

34 calls for January EMS 31 BLS 12 ALS 19

Elizabeth Johnson was voted in at the February fire company meeting. A motion was made by Commissioner Don Sparling and seconded by Commissioner Tim Burkett to accept the vote for Elizabeth Johnson.

Chief Justin Martin brought up he would like to buy 2 buckets of Hygenall wipes. There are 500 wipes in each bucket. A motion was

made by Commissioner Ed Nazario to buy these wipes and seconded by Commissioner Bob Price.

Chief Justin Martin mentioned about new gear. There is no 10 year rule any more. This will be brought up at a future date.

T-341 went down. It can only haul water not pump water. Chief Justin Martin would like to have Eric Fransen do the general maintenance and pump maintenance on the tanker. Motion was made by Chairman Nick Niles and seconded by Commissioner Tim Burkett to have Eric Fransen do the maintenance on the tanker.

Commissioner Tim Burkett read his letter of resignation to be effective 2/13/23. Motion was made by Chairman Nick Niles and seconded by Tim Burkett.

The board appointed town of Carroll resident Don Mowry address 333 Oak Hill, Frewsburg, NY to replace Tim Burkett. The vote was as follows:

Commissioner Bob Price: yes

Commissioner Don Sparling: yes

Chairman Nick Niles: yes

Commissioner Ed Nazario: yes

#### NEW BUSINESS:

Insurance agent: we were with Gary Gugino at Clarence insurance agency. Gary has retired and we are now with Randy Glenn at Evans Insurance agency. Motion was made by Chairman Nick Niles and seconded by Commissioner Ed Nazario.

## RESOLUTION 23-1

### Ambulance Fees

The ambulance fees were updated since the ambulance is now a BLS ambulance. Motion by Ed Nazario and seconded by Don Sparling  
Chairman Nick Niles called for a roll call vote from the secretary.

Commissioner: Bob Price yes

Commissioner: Don Sparling yes

Chairman Nick Niles yes

Commissioner Ed Nazario yes

The resolution was adopted by the board

## RESOLUTION 23-2

### Resolution awarding bid of fire apparatus

The district received a bid from 4 guys for the new truck. Truck price is \$906,691. Deduct \$46,545.00 from the bid price if chassis payment is received within 15 days of chassis delivery to the factory with the balance due upon acceptance of completed unit. Deduct \$3,000 if we pick up the truck. Final price of the truck would be \$857,146. Motion by Chairman Nick Niles and seconded by Don Sparling to award 4 guys the bid. Chairman Nick Niles called for a roll call vote from the secretary.

Commissioner Bob Price: No

Commissioner Don Sparling: Yes

Chairman Nick Niles: Yes

Commissioner Ed Nazario: Yes

The resolution was adopted with a 3 to 1 vote

## RESOLUTION 23-3

### Bond Resolution

This resolution will enable the fire district to bond the fire truck. There will be a public vote on March 21<sup>st</sup> at the blue building from 6:00 pm to 9:00 pm. Motion was made by Commissioner Ed Nazario and seconded by Commissioner Don Sparling. Chairman Nick Niles called for a roll call vote from the secretary

Commissioner Bob Price: No

Commissioner Don Sparling: Yes

Chairman Nick Niles: Yes

Commissioner Ed Nazario: Yes

The vote passed with a 4-1 vote

## RESOLUTION 23-4

Transfer funds from fire district capital reserve account to the general operating account

Motion was made by Chairman Nick Niles and seconded by Don Sparling. Chairman Nick Niles asked the secretary for a roll call vote.

Commissioner Bob Price: No

Commissioner Don Sparling: Yes

Chairman Nick Niles: Yes

Commissioner: Ed Nazario: Yes

The vote passed 3-1

## RESOLUTION 23-5

### Appointment of election officials

Motion was made by Don Sparling to have Secretary Lorri Munson as election chair for the March 21 vote for the purchase of a new fire truck. Carrie Blitz and Paige Miller as ballot clerks. Seconded by Bob Price. Chairman Nick Niles called for a roll call vote by the secretary

Commissioner Bob Price: Yes

Commissioner Don Sparling: Yes

Chairman Nick Niles: Yes

Commissioner Ed Nazario: yes

The vote passed with 4 votes

### SEXUAL HARASSMENT OR ANY OTHER HARASSMENT POLICY

The board discussed this policy. This form is on the districts website and can be seen by any member of the fire company. In order for the board to take action it must be written down on the form. Motion was made by Tim Burkett and seconded by Ed Nazario to adopt the policy.

### PROCUREMENT POLICY

There was an updated amendment to page 2 item 15. This will allow the EMS officers to purchase supplies for the ambulance up to \$500 without the board's approval. The submission of vouchers and claims will be filed with the treasurer prior to the next board of fire commissioners meeting. Motion was made by Commissioner Don Sparling and seconded by Commissioner Ed Nazario to adopt this policy.

Secretary Lorri Munson asked if she could order more checks for the district check book from Deluxe. Motion was made by Chairman Nick Niles and seconded by Commissioner Bob Price.

Next district board meeting will be Monday March 13, 2023 at 7:00 pm at the town of Carroll town hall.

Motion to adjourn the meeting was made by Chairman Nick Niles and seconded by Commissioner Tim Burkett