

BOARD OF FIRE COMMISSIONERS  
DeWITT FIRE DISTRICT  
DeWITT, NEW YORK

May 14, 2019

**Call to Order:** The meeting was called to order by Mr. Bronstein at 6:00PM.

**Pledge:** Led by Chief Green.

**Moment of Silence:** Mr. Bronstein asked that a moment of silence be observed for Philip “Phip” Resch. Mr. Resch was a 69-year member of the DeWitt Fire Department, Deputy Treasurer and past Commissioner of the DeWitt Fire District. Mr. Resch passed away May 4<sup>th</sup>, 2019 at the age of 91.

**Minutes:** A motion was made by Mr. Karoglanian and seconded by Ms. Scicchitano to approve the minutes of the April 23<sup>rd</sup> regular meeting. All Commissioners present voting in the affirmative. Motion approved.

**Reports of Officer’s:** Chief Green reported that he reached out top CNS Engineers regarding a comprehensive review of the HVAC system. Chief Green further reported that the annual DeWitt Rotary Pancake Day will be held on May 18<sup>th</sup> and the Department will be conducting stop the bleed training at the event. He also reported that funeral services for Philip “Phip” Resch will be on May 18<sup>th</sup> at 9:00AM at the DeWitt Community Church.

**Treasurer’s Report:** Ms. Fusco reported that April financial statements were sent prior to the meeting. (Addendum “A”)

**Vouchers:** Ms. Fusco presented the Abstract of Claims Report. (Addendum “B”). Motion made by Ms. Scicchitano, seconded by Mr. Karoglanian, to approve the General Fund Pre-paid transfer and ACH’s amounting in total to \$50,665.43. Also, pending checks (32276-32303), wires and ACH’s amounting in total to \$439,149.35. All Commissioners present voting in the affirmative. Motion approved.

**Bank Reconciliation:** Motion made by Mr. Karoglanian, seconded by Ms. Scicchitano, to approve the bank reconciliations for April 2019. All Commissioners present voting in the affirmative. Motion approved.

**Correspondence:**

- AFDSNY, Re: Regional Training

**Response Statistics:**

	DATE	GENERAL	E.M.S.	TOTAL
Year-To-Date Response Stats:	04/30/2019	226	383	609
	04/30/2018	246	344	590

**Training Requests:** None

**COMMITTEE REPORTS:**

**Apparatus and Equipment:** Chief Green reported that the new pumper is under construction and is proceeding ahead of schedule. He will be traveling to the manufacturer with FF Boyle and FF Ristau June 2<sup>nd</sup> through the 4<sup>th</sup> for a final inspection.

**Buildings and Grounds:** Mr. Karoglanian reported that he has met LanCo and told them to proceed with the parking lot, sidewalk and apparatus apron repairs.

**Finance:** No report

**Long-Range Planning:** No report.

**Personnel/Staffing:** No report

**Legal:** No report.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**Budget Adjustment:**

Ms. Fusco presented a budget adjustment to cover the cost of unforeseen hose replacement. A motion was made by Ms. Scicchitano, seconded by Mr. Karoglanian, to approve the following adjustment to the 2019 Budget:

Debit	Line 4627 Water Delivery	\$2,692
Credit	Line 2200 Technology	\$2,692

All Commissioners present voting affirmative. Motion approved.

**Training Props Lumber:** Chief Green presented a PO to purchase lumber from Willey Lumber to build training props in the amount of \$1,616.33. A motion was made by Mr. Karoglanian, seconded by Ms. Scicchitano to proceed with the purchase. All Commissioners present voting affirmative. Motion approved.

**Pro Scapes Landscape Contract:**

Chief Green presented a PO to provide annual landscape maintenance from Pro Scapes Inc. in the amount of \$2,281.00. He noted that the DeWitt Tree Committee provided mulch and labor to spread the mulch after the PO was issued. The PO amount will thereby be reduced by \$701.00 as mulching services will not be needed. A motion was made by Mr. Karoglanian and seconded by Ms. Scicchitano to approve the contract with Pro Scapes at the reduced amount of \$1,580.00. All Commissioners present voting affirmative. Motion approved.

**Shift Change Proposal:** Capt. Tompkins presented a proposal to change the current shift rotation schedule. Currently, firefighters and fire officers work two 10-hour days followed by two 14-hour nights then have four days off. The proposal is for firefighters and fire officers to work one 24-hour shift followed by 24 hours of time off then work one 24-hour shift followed by five days off. The proposal is to enter into a MOU for a trial period of six months with a meeting of the Labor Management Committee after three months to review progress and issues. A lengthy discussion ensued, and several questions were asked and answered. No action was taken at this time.

**Executive Session:**

A motion was made by Mr. Karoglanian, seconded by Ms. Scicchitano to go into Executive Session to discuss a personnel matter. All Commissioners present voted in the affirmative. Motion approved at 6:42PM.

A motion was made by Mr. Karoglanian, seconded by Ms. Scicchitano to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 6:45PM.

No business was conducted during the Executive Session.

**Adjournment:**

There being no further business, the motion to adjourn was made by Ms. Scicchitano and seconded by Mr. Karoglanian. All Commissioners present voted in the affirmative. Meeting adjourned at 7:45PM.

**MEETING ATTENDANCE:**

Commissioners: Bronstein (Chair), Karoglanian, Schultz (Secretary), and Scicchitano. Treasurer Fusco, Chief Green, Capt. Tompkins

Brian M Schultz  
Secretary  
May 14, 2019