

BOARD OF FIRE COMMISSIONERS  
DeWITT FIRE DISTRICT  
DeWITT, NEW YORK

May 11, 2021

**Call to Order:** The meeting was called to order by Mr. Ristau at 6:08PM.

**Pledge:** Chief Green

Ms. Fusco noted that newly appointed Commissioner Geoffrey Ristau had his Oath of Office administered prior to the meeting. The oath will be submitted to the DeWitt Town Clerk.

**Minutes:** Approval of the April 27<sup>th</sup> Regular meeting minutes were deferred to the May 25<sup>th</sup> meeting.

**Reports of Officer's:** Chief Green reported that he has a potential bunk-in applicant. He will be meeting via zoom schedule in lieu of in person visit. He also reported that he plans to hold an officers meeting in June to address the cultural and safety issues study that was put off due to the pandemic. He also is waiting on clearance from the medical provider for the two volunteers. Chief Green also recognized Chief Gordon for being featured in the Eagle Bulletin as volunteer of the month.

**Treasurer's Report:** April 2021 financials were sent out prior to the meeting.

**Vouchers:** Ms. Fusco presented the Abstract of Claims Report. (Addendum "A"). Motion made by Mr. Vander Molen, seconded by Mr. Karoglanian, to approve the General Fund Pre-paid transfer and ACH's amounting in total to \$53,704.77. Also, pending checks (33358 – 33376) and ACH's amounting in total to \$467,971.32. All Commissioners present voting in the affirmative. Motion approved.

**Bank Reconciliation:** Approval of the April 2021 bank reconciliations were deferred to the May 25, 2021 meeting.

**Correspondence:**

- None

**Response Statistics:**

	DATE	GENERAL	E.M.S.	TOTAL
Year-To-Date Response Stats:	01/31/2021	81	106	187
	01/31/2020	49	108	157

**Training Requests:** None

**COMMITTEE REPORTS:**

**Apparatus and Equipment:** The Chief reported that Phase 2.2 is complete for E-8. Northern Equipment is making great progress. The new body is being prepared for mounting.

**Buildings and Grounds:** No report.

**Finance:** No report.

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

**Personnel/Staffing:** No report

**Legal:** No report.

**OLD BUSINESS:**

**COVID-19:** The Chief reported he sent out the updated station guidelines for reopening the station. He stated that the District will allow existing small groups to resume their in-person meetings in the large conference room. These groups will be instructed to follow social distancing rules and products will be provided for the groups to sanitize the room after use.

**EMS Durable Equipment Purchase Program:** The Chief reported that he expects to have the executable documents at the next meeting for the Board to approve.

**Station Security Devices:** The Chief presented PO 8607 for Global Safe Corporation in the amount of \$1,156. The request is for the purchase of six (6) safes for employees to secure their personal firearms while working a shift. The safes will be installed at the bottom of the basement staircase on the west end of the building. A motion was made by Mr. Vander Molen and seconded by Mr. Karoglanian to approve the purchase. All Commissioners present voting in the affirmative. Motion approved.

**New Hires:** The Chief reported that him and Mr. Karoglanian held second interviews with potential candidates. The District is waiting on a finalized salary schedule before they can proceed with extending offers.

## **NEW BUSINESS:**

**National Grid Energy Savings Program:** The Chief presented a quote from National Grid to update the lighting in various parts of the station. The cost to the District will be \$3,260.93. Estimated annual savings are \$5,726.04. A motion was made by Mr. Ristau and seconded by Mr. Karoglanian to allow the Chief to enter into an agreement with National Grid for lighting upgrades at a cost of \$3,260.93. All Commissioners present voted in the affirmative. Motion approved.

**2020 Audited Financial Statements:** The acceptance and approval of the 2020 audited financial statements were deferred to the May 25, 2021 meeting.

## **Executive Session:**

A motion was made by Mr. Vander Molen, seconded by Mr. Karoglanian to go into Executive Session to discuss a personnel matter. All Commissioners present voted in the affirmative. Motion approved at 6:34PM.

A motion was made by Mr. Vander Molen, seconded by Mr. Karoglanian to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 6:53PM.

No business was conducted during the Executive Session.

## **Adjournment:**

There being no further business, the motion to adjourn was made by Mr. Vander Molen, seconded by Mr. Karoglanian. All Commissioners present voted in the affirmative. Meeting adjourned at 6:53PM.

## **MEETING ATTENDANCE:**

Commissioners: Karoglanian, Ristau and Vander Molen. Treasurer Fusco, Chief Green, FF Boyle, Captain Kehoe and DFD President Steinberg.

Kerrie Fusco  
Acting Secretary  
May 11, 2021