

Eggertsville Fire District

1880 Eggert Road
Eggertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
Michael J. Boehm – Vice Chairman
Patrick M. Galvin
John M. Kwiatkowski
John W. Whitehead Sr.

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, January 5, 2023

Past Chairman Multerer called the Year 2023 Organizational meeting to order at 5:00 p.m. in the Fire District Board Room.

Fire Commissioners attending: Michael J. Boehm, Patrick M. Galvin, John M. Kwiatkowski, Brian K. Multerer, and John Whitehead Sr. Also attending: Chief Brandon Peters, President Jeffrey L. Gilson Jr., and Stephen K. Hodges Jr. Unavailable: Braun.

Motion by, Galvin, seconded by Boehm to appoint Kwiatkowski as Temporary Chairman.

Temporary Chairman Kwiatkowski conducted the swearing-in procedure of reelected Fire Commissioner Brian K. Multerer and confirmed that Multerer has taken his Oath of Office at the Town of Amherst Clerk's Office.

Temporary Chairman Kwiatkowski called for nominations for Chairman of the Board of Fire Commissioners. Motion by Boehm, seconded by Galvin to nominate Multerer as Chairman of the Board of Fire Commissioners. There being no further nominations, motion by Boehm, seconded by Galvin to close the nominations. Motion by Galvin, seconded by Boehm to elect Multerer as Chairman of the Board of Fire Commissioners for the Year 2023, vote: Boehm-aye; Galvin-aye; and Kwiatkowski-aye; Multerer abstained. Motion passed.

Chairman Multerer directed the Secretary and/or Assistant Secretary to attach the media notification and proof of publication for the Organizational Meeting to these minutes.

Chairman Multerer called for nominations for the office of Vice Chairman of the Board of Fire Commissioners. Motion by Galvin, seconded by Kwiatkowski to nominate Boehm as Vice Chairman of the Board of Fire Commissioners. There being no further nominations, motion by Kwiatkowski, seconded by Galvin to close the nominations. Motion by Kwiatkowski, seconded by Galvin to elect Boehm as Vice Chairman of the Board of Fire Commissioners for the Year 2023, vote: Galvin-aye; Kwiatkowski-aye; and Multerer-aye; Boehm abstained. Motion passed.

Chairman Multerer called for nominations for the Office of Fire District Secretary. Motion by Kwiatkowski, seconded by Galvin to appoint Braun as Fire District Secretary. There being no further nominations, motion by Boehm, seconded by Galvin to close the nominations. Motion by Galvin, seconded by Kwiatkowski to appoint Braun Secretary for the Year 2023, carried unanimously.

Chairman Multerer called for nominations for the Office of Fire District Assistant Secretary. Motion by Galvin, seconded by Kwiatkowski to appoint Hodges as Fire District Assistant Secretary. There being no further nominations, motion by Galvin, seconded by Boehm to close the nominations. Motion by Kwiatkowski, seconded by Boehm to appoint Hodges Assistant Secretary for the Year 2023, carried unanimously.

The newly appointed Secretary and Assistant Secretary of the Board of Fire Commissioners shall take the oath of office and when completed, file the oath of office with the Town of Amherst Town Clerk.

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Chairman Multerer called for a motion to name the Fire District Secretary to be the District Custodian of Records and Records Access Officer for Freedom of Information Law (FOIL) Policy. Motion by Galvin, seconded by Boehm to appoint the Fire District Secretary as District Custodian of Records and Records Access Officer for FOIL Requests, carried unanimously.

Chairman Multerer called for nominations for the Office of Attorney for the Fire District. Motion by Kwiatkowski, seconded by Boehm to appoint William H. Mattrey as Attorney for the Fire District. There being no further nominations, motion by Galvin, seconded by Boehm to close the nominations. Motion by Kwiatkowski, seconded by Galvin to appoint William H. Mattrey as Attorney for the Fire District for the Year 2023, carried unanimously.

Chairman Multerer called for approval of the retainer arrangement with the Attorney, \$8,000.00 per year, payable semiannually, to cover all professional services except unusual circumstances to be handled on an individual basis. Motion by Boehm, seconded by Kwiatkowski to approve the retainer arrangement with the Attorney, carried unanimously.

Chairman Multerer called for nominations for the Office of Fire District Treasurer. Motion by Kwiatkowski, seconded by Boehm to appoint Braun as Fire District Treasurer. There being no further nominations, motion by Galvin, seconded by Boehm to close the nominations. Motion by Boehm, seconded by Galvin to appoint Braun Treasurer for the Year 2023, carried unanimously.

Chairman Multerer called for nominations for the Office of Fire District Deputy Treasurer. Motion by Galvin, seconded by Boehm to appoint Hodges as Fire District Deputy Treasurer. There being no further nominations, motion by Boehm, seconded by Kwiatkowski to close the nominations. Motion by Boehm, seconded by Kwiatkowski to appoint Hodges Deputy Treasurer for the Year 2023, carried unanimously.

The newly appointed Treasurer and Deputy Treasurer of the Board of Fire Commissioners shall take the oath of office and when completed file the oath of office with the Town of Amherst Town Clerk.

Chairman Multerer called for nominations for the Office of Fire District Purchasing Agent. Motion by Kwiatkowski, seconded by Boehm to appoint Braun as Fire District Purchasing Agent. There being no further nominations, motion by Galvin, seconded by Kwiatkowski to close the nominations. Motion by Boehm, seconded by Galvin to appoint Braun Purchasing Agent for the Year 2023, carried unanimously.

Chairman Multerer called for nominations for the Office of Fire District Assistant Purchasing Agent. Motion by Kwiatkowski, seconded by Boehm to appoint Hodges as Fire District Assistant Purchasing Agent. There being no further nominations, motion by Galvin, seconded by Boehm to close the nominations. Motion by Boehm, seconded by Kwiatkowski to appoint Hodges Assistant Purchasing Agent for the Year 2023, carried unanimously.

Chairman Multerer called for a motion to designate the Amherst Bee or the Buffalo News as Official Publications to be used by the Fire District for Public Notices and other required publications. Motion by Galvin, seconded by Boehm to approve the official news publications, carried unanimously.

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Chairman Multerer called for a motion to designate all commercial banks in the State of New York as depositories for Fire District Funds and specifically Key Bank and M&T Bank. Motion by Kwiatkowski, seconded by Galvin to approve the bank designations, carried unanimously.

Chairman Multerer called for a motion to adopt a resolution empowering the Chairman to sign any contracts of the District of behalf of the District whenever such contracts are approved by at least three members of the Board at a meeting of the Board during the year. Motion by Boehm, seconded by Galvin to empower the Chairman to sign any contracts of the District of behalf of the District whenever such contracts are approved by at least three members of the Board at a Board meeting during the year, vote: Boehm-aye; Galvin-aye; and Kwiatkowski-aye; Multerer abstained. Motion Passed.

Chairman Multerer called for a motion to designate the Official Meeting night(s) of the Board of Fire Commissioners for Year 2023. Motion by Kwiatkowski, seconded by Galvin to designate the First Thursday of the month at 7:00 p.m. local time as the Official Meeting night of the Board of Fire Commissioners, carried unanimously.

Chairman Multerer called for a motion to authorize the continued membership in and attendance, at Fire District expense, of any or all Fire Commissioners, Secretary, Assistant Secretary, Treasurer and Deputy Treasurer at the: Amherst Fire District Officers Association Meetings and Conventions, Association of Fire Districts of the State of New York Meetings and Conventions, Erie County Fire District Officers Association Meetings and Conventions, Firehouse Expo Meetings and Conventions, Fireman's Association of the State of New York Meetings and Conventions, Fireman's Association of the State of New York Legislative Conferences, International Association of Fire Chiefs Meetings and Conventions, Fire Department Instructors Conference (FDIC) Meetings and Conventions, Fire Rescue Conference Meetings and Conventions, New York State Association of Fire Chiefs Meetings and Conventions, Regional Fire Organizations Meetings and Conventions, Pinsky Law Group Meetings and Conventions. Motion by Boehm, seconded by Kwiatkowski to to approve the attendance at the Amherst Fire District Officers Association Meetings and Conventions, Association of Fire Districts of the State of New York Meetings and Conventions, Erie County Fire District Officers Association Meetings and Conventions, Firehouse Expo Meetings and Conventions, Fireman's Association of the State of New York Meetings and Conventions, Fireman's Association of the State of New York Legislative Conferences, International Association of Fire Chiefs Meetings and Conventions, Fire Department Instructors Conference (FDIC) Meetings and Conventions, Fire Rescue Conference Meetings and Conventions, New York State Association of Fire Chiefs Meetings and Conventions, Regional Fire Organizations Meetings and Conventions, Pinsky Law Group Meetings and Conventions at Fire District expense of any or all Fire Commissioners, Secretary, Assistant Secretary, Treasurer and Deputy Treasurer, carried unanimously.

Chairman Multerer called for approval of the Year 2023 Salary and Wage Schedule, as detailed in the Year 2023 Budget, for Fire District Caretaker James J. Christopher, Fire District Part Time Master Mechanic Mark Chapin, Secretary/Treasurer Raymond F. Braun, and Assistant Secretary/Deputy Treasurer Stephen K. Hodges Jr. A Copy of the Year 2023 Salary & Wage Schedule is attached. Motion by Galvin, seconded by Kwiatkowski to approve the Year 2023 Salary & Wage Schedule, carried unanimously.

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Chairman Multerer called for a motion for Lumsden & McCormick, LLP Certified Public Accountants to audit the Fire District Records for the Year 2022 and to prepare the Annual Update Report to the New York State Comptroller. Motion by Boehm, seconded by Galvin to have Lumsden & McCormick, LLP Certified Public Accountants to audit the Fire District Records for the Year 2022 and to prepare the Annual Update Report to the New York State Comptroller, carried unanimously.

Chairman Multerer confirmed the Fire District Treasurer and Deputy Treasurers Bonds are included with the fire district insurance coverage held with Potter, Harris & Scherrer Agency and remains in enforce until the March 1, 2023 renewal.

Chairman Multerer called for a motion to authorize mileage reimbursement at the amount set by the Internal Revenue Service for the current calendar year. Year 2023 mileage rate set by the IRS is \$.65.5. Motion by Galvin, seconded by Boehm to authorize mileage reimbursement at mileage rate as established by the IRS of \$.65.5, carried unanimously.

Chairman Multerer called for a motion to authorize per diem reimbursement at the amount set by the Internal Revenue Service for the specific city and state locations in the United States. Motion by Galvin, seconded by Kwiatkowski to authorize per diem reimbursement in the amount set by the IRS for each specific city and state, carried unanimously.

Chairman Multerer called for a motion to authorize the Chief and/or Assistant Chief to attend the International Association of Fire Chiefs Convention, at Fire District expense. Motion by Galvin, seconded by Boehm to authorize the Chief and/or Assistant Chief to attend the IAFC Convention, maximum of two Fire Chief Officers to attend carried unanimously.

Chairman Multerer called for a motion to authorize the Chief and/or Assistant Chiefs to attend the Fire Department Instructors Conference, at Fire District expense. Motion by Galvin, seconded by Boehm to authorize the Chief and/or Assistant Chiefs to attend the FDIC, maximum of two Fire Chief Officers to attend, carried unanimously.

Chairman Multerer called for a motion to authorize the Chief and/or Assistant Chiefs to attend the Firehouse Expo, at Fire District expense. Motion by Boehm, seconded by Galvin to authorize the Chief and/or Assistant Chiefs to attend the Firehouse Expo, maximum of two Fire Chief Officers to attend, carried unanimously.

Chairman Multerer called for a motion to authorize the Chief and/or Assistant Chiefs to attend the New York State Association of Fire Chiefs Convention, at Fire District expense. Motion by Kwiatkowski, seconded by Galvin to authorize the Chief and/or Assistant Chiefs to attend the NYSA of Fire Chiefs Convention, maximum of two Fire Chief Officers to attend, carried unanimously.

Chairman Multerer called for a motion to authorize the Chief, Assistant Chiefs and President to attend the Erie County Fire District Officers Annual Meeting, at Fire District expense. Motion by Kwiatkowski, seconded by Galvin to authorize the Chief, Assistant Chiefs and President to attend the ECFD Officers Annual Meeting, carried unanimously.

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Chairman Multerer called for a motion to authorize the Eggertsville Hose Company attendance at the Annual Memorial Day Parade in Williamsville, New York, the Old Home Days Parade in Williamsville, New York and the Erie County Fair Firemen's Parade in Hamburg, New York, Lancaster Holiday Parade in Lancaster, New York to include the use of fire district apparatus as designated by the Fire Chief. Motion by Kwiatkowski, seconded by Galvin to authorize Eggertsville Hose Company attendance at the Annual Memorial Day Parade in Williamsville, New York, the Old Home Days Parade in Williamsville, New York and the Erie County Fair Firemen's Parade in Hamburg, New York, Lancaster Holiday Parade in Lancaster, New York to include the use of fire district apparatus as designated by the Fire Chief, carried unanimously.

Chairman Multerer will make Year 2023 Committee Appointments by the February 2023 Regular Meeting.

Chairman Multerer called for a motion to approve the Treasurers request to file his 2022 Year End Report to the Board of Fire Commissioners at the February Regular Meeting. Motion by Kwiatkowski, seconded by Boehm to approve the Treasurers request to file his 2022 Year End Report to the Board of Fire Commissioners at the February Regular Meeting, carried unanimously.

Chairman Multerer called for a motion to approve the Treasurers request to file the Treasurers Annual Update Report to the New York State Comptroller after the fire district auditor has audited the fire district records. Motion by Galvin, seconded by Kwiatkowski to approve the Treasurers request to file the Treasurers Annual Update Report to the New York State Comptroller after the fire district auditor has audited the fire district records, carried unanimously.

Chairman Multerer called for a motion to approve the Treasurers request to encumber \$240,495.06 of Year 2022 funds into the Year 2023 Budget. Motion by Boehm, seconded by Kwiatkowski to approve the Treasurers request to encumber \$240,495.06 (\$112,000.00 in Carryover Operational Funds and \$128,495.06 in Encumbered Funds for outstanding purchases) into the Year 2023 Fire District Budget, carried unanimously.

Chairman Multerer called for a motion to adopt the Purchase Policy Guidelines same as the previous year. Motion by Kwiatkowski, seconded by Boehm to adopt the Purchase Policy Guidelines, carried unanimously.

Chairman Multerer called for a motion to adopt the Investment Policy guidelines same as the previous year. Motion by Boehm, seconded by Galvin to adopt the Investment Policy Guidelines, carried unanimously.

Chairman Multerer called for a motion to adopt the Treasurer and Deputy Treasurer Pre-Pay Claims Policy same as the August 7, 2014 resolution. Motion by Boehm, seconded by Galvin to adopt the Treasurer and Deputy Treasurer Pre-Pay Claims Policy, carried unanimously.

Chairman Multerer called for a motion to approve Board members use of Videoconferencing (Skype, WebEx, Zoom or other format) to attend Fire District meetings as needed per New York State guidelines. Motion by Kwiatkowski, seconded by Boehm to adopt the Videoconferencing Policy, carried unanimously.

Chairman Multerer called for a motion to reaffirm the following Fire District Policy Guidelines:

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Active Non-resident Firemen, Anti-Hazing Policy, Candidates for District Office Policy, Cardio Pulmonary Resuscitation (CPR) Training Policy, Cellular Phone and Smart Phone Use Policy, Credit Card Use Policy, Discrimination in the Workplace Policy, Eggertsville Hose Company Reimbursement Policy, Ethics Policy, Fixed Asset Policy, FOIL Policy Group Life Insurance Policy, Investment Policy, No Smoking Policy, Pregnancy Policy, Physical Examination Policy, Pre Hospital Care Report Retention Policy, Procurement Policy, Public Comment at Meetings and Hearings, Records Retention Policy, Secretary/Treasurer Mileage Reimbursement Policy, Social Media Policy, Travel Expense Reimbursement Policy/Training School Policy, Treasurer/Deputy Treasurer Bill Payment Policy, Turnout Equipment Policy, Vehicle Use Policy, VFBL Benefits Guidelines/Policy, Whistleblower Policy. Motion by Kwiatkowski, seconded by Boehm to reaffirm the Fire District Policy Guidelines as described in the listing above, carried unanimously.

Chairman Multerer called for the Regular Order of Business:

Motion by Kwiatkowski, seconded by Boehm to approve the minutes of the Thursday, December 08, 2022 meeting as written, carried unanimously.

Motion by Boehm, seconded by Kwiatkowski to approve the minutes of the Saturday, December 31, 2022 Year End meeting as written, carried unanimously.

Correspondence Sent:

- 12/09/2022 Email with two Legal Notices sent to Bee Publications Inc. for the December 27, 2022 Special Year End Meeting and for the January 5, 2023 Organizational Meeting.
- 12/12/2022 Email request sent to Thomas O. Brady for the Eggertsville Hose Company Certificate of Liability Insurance and Certificate of Workers' Compensation Insurance to the County of Erie.
- 12/14/2022 Email sent to Thomas O. Brady requesting information and cost to provide Active Exterior Firefighters with Enhanced Cancer Disability Benefit Act Insurance.
- 12/14/2022 Letter sent to Stephen Blochowitz second request for application of Benefits in the Length of Service Awards Program. Copy to Penflex, Inc.

Correspondence Received:

- 12/12/2022 Email received from Bee Publications acknowledging receipt of two Legal Notices to be published in the December 21, 2022 issue of the Amherst Bee.
- 12/12/2022 Email received from Chief Gentry advising he will be out of town from December 12-14, 2022 and Brandon Peters will be Acting Chief, John Whitehead Jr. will be Acting 1st Assistant Chief and Donald Fetes will be Acting Second Assistant Chief.
- 12/12/2022 Email received from The Northwoods Insurance Corporation with Certificates of Liability and Workers' Compensation Insurance with the County of Erie as a named insured, documents forwarded to Eggertsville Hose Company Vice President John P. Buttino.
- 01/05/2023 Email received from the Eggertsville Hose Company regarding their 2023 Fund Drive program.

Motion by Kwiatkowski, seconded by Boehm to receive and file the correspondence, carried unanimously.

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Chief's Report:

Chief Peters reviewed the following:

- Briefed the Board on the December blizzard response and challenges. The department was on storm standby from 9 a.m. Friday, December 23rd through Tuesday, December 27th and answered over 120 calls for assistance. During this time the department worked well with local police and public works groups, assisted with transporting individuals to hospitals and shelters, freed numerous stranded motorists, and conducted several welfare checks.
- Reported that Firefighter David Rogge suffered a back injury during a patient extrication incident at 3950 Bailey Ave. Amherst, NY 14226 on December 25, 2022.
- Notified the Board that Wegmans grocery kindly donated additional food and necessities for the crews on standby during the storm.
- Presented the Board an initial estimate of \$1,630.11 for food purchased and used for the crews on standby during the storm.
- updated the Board on the current status of potential FEMA reimbursement process. There will be challenges for qualification based on the current threshold requirements. Local and state officials are working to improve area eligibility. More information will be forthcoming.
- Requested reimbursement for the following:
 - Firefighter Mathew Neuman - Cost of a replacement towing hitch that was lost during the storm assisting department operations for a cost of \$290.52
- Requested the following equipment:
 - Conway Shield – Four chief officer helmet fronts for a total cost of \$717.12
 - The Fire Store – Four helmet shields for firematic officers for a total cost of \$240.00
 - VSP Graphics – Removal and installation of lettering graphics for three chief officer vehicles for a total cost of \$510.00

Galvin thanked the chief and expressed great gratitude for the outstanding response and service by the department during the December storm.

President's Report:

President Gilson reviewed the following:

- Notified the Board that the 2023 Fund Drive is scheduled to begin in the first quarter of the year and requested reasonable use of manpower, apparatus, and facilities to support activity.
- Informed the Board that correspondence was received from an attorney representing Hose Company Member David Stephan requesting numerous documents related to his attendance and activity. The Board advised Gilson that the Eggertsville Fire District was not identified in the request and could not release any information until a specific request was received. Gilson was further advised to consult the Hose Company attorney for guidance.
- Requested an initial Buildings and Grounds tour to identify potential repairs and needs around the property.

Report of Committees

Alarm and Hydrant Committee:

Multerer reported that the Erie County Water Authority is still working on updating the 25 non-conforming four-inch threaded hydrants within the territory that are in need of modification.

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Report of Committees (continued)

Apparatus Committee:

- Boehm reported that new tires are being installed on Engines 1, 2, and Rescue 5.
- Chief Peters asked to reopen discussion on the replacement of Rescue 5 and the schedule and needs for other apparatus replacement in the future. The Board was receptive.

Convention Committee: No Report

Finance Committee:

The Board discussed fund transfers.

Grant:

Whitehead Sr. reported that he will be working with the chief officers to identify future grant opportunities.

Health Care Committee: No Report

House Committee:

- The Board discussed identifying a breastfeeding location within the building to meet New York State Requirements.
- The Board discussed possible wind damage that may have occurred to the roof and solar panel system. Hodges will ask Caretaker Christopher to perform an inspection when weather permits.

Information Technology Committee:

- Multerer reported observing profile setting changes in the ReldAlert system regarding altered access permissions. He will be looking further into it.
- Second assistant Chief Fetes has requested inclusion in the cellphone reimbursement process and is receptive to being assigned a Fire District owned cellular device.
- Hodges updated the Board on the Training Room Media Audio Visual System Update. Southtown Audio Video would like to begin work the week of February 6, 2023. There may be a delay with one or two of the parts. However, substitutions for consideration can be presented if necessary.

Inspection Committee: No Report

Insurance Committee:

Hodges stated that Potter Harris & Scherrer representative, Thomas O. Brady, will present updates on the 2023 Fire District Insurance coverage at the February 2, 2023 meeting.

Jacket and Uniform Committee:

The Board notified Chief Peters that the chief officers will be directed to have their uniforms updated. Hodges will issue purchase orders in the coming weeks for a new uniform for Peters and alterations for Whitehead Jr. and Fetes.

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Report of Committees (continued)

Service Awards Committee: No Report

Motion by Galvin, seconded by Boehm to receive and file the committee reports, carried unanimously.

Unfinished Business:

- The Board revisited discussion regarding remote participation at meetings after the recent New York State requirements change. Hodges confirmed several additional requirements would need to be met after consulting the Association of Fire Districts of the State of New York. Motion by Boehm, seconded by Kwiatkowski to schedule a public hearing on the topic and procedure for 7:00 p.m. Tuesday, January 31, 2023, carried unanimously. Chairman Multerer directed Assistant Secretary Hodges to place a Legal Notice regarding the public hearing.
- The referendum period to replace the initial response vehicle has passed. Chief Peters was asked to provide the additional supporting documentation regarding restricted vehicle supply and availability from area dealerships and then Braun will place the order.

New Business:

- Motion by Whitehead Sr., seconded by Kwiatkowski to purchase the items requested by the chief as outlined in his report for a total of \$1,467.12, carried unanimously.
- The Board briefly discussed a request from Town of Amherst Supervisor Kulpa to meet and discuss area activity and tentatively set a date and time of March 2, 2023 at 6:30 p.m. pending the availability of Supervisor Kulpa. Chairman Multerer directed Assistant Secretary Hodges to place a Legal Notice regarding the meeting time change.
- Motion by Boehm, seconded by Whitehead Sr. to set October 1, 2023 as the deadline for individuals to complete the New York State Sexual Harassment Awareness Training, carried unanimously. Chief Peters will be required to submit a report of completion at the October 2023 meeting.
- Motion by Galvin, seconded by Whitehead Sr. to approve the use of facilities request from Theodore Meyers for March 18, 2023 from 5:00 to 9:00 p.m. for a birthday party, carried unanimously.
- Motion by Galvin, seconded by Boehm to reimburse Firefighter Mathew Neuman \$290.52 to replace a towing hitch that was lost during the storm assisting department operations, carried unanimously.
- Motion by Galvin, seconded by Whitehead Sr. to authorize the Hose Company reasonable use of manpower, apparatus, and facilities to support the 2023 Fund Drive, carried unanimously.
- The Board discussed the request from Gilson regarding an initial Buildings and Ground tour work session to identify potential repairs and needs around the property. Motion by Kwiatkowski, seconded by Galvin to hold an initial Buildings and Ground tour of the property on February 2, 2023 at 6:00 p.m., carried unanimously. Chairman Multerer directed Assistant Secretary Hodges to place a Legal Notice regarding the meeting work session time change.
- Motion by Whitehead Sr., seconded by Boehm to identify the Fitness Room as the designated breastfeeding location within the building to meet New York State Requirements, carried unanimously.
- Motion by Boehm, seconded by Galvin to include Second Assistant Chief Fetes in the Cellphone Reimbursement Program Policy and to purchase a cellular device with accessories for his use at a cost not to exceed \$1,200.00, carried unanimously.

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Treasurer's Report:

- Motion by Boehm, seconded by Kwiatkowski to pay the initial invoice from Southtown Audio Video in the amount of \$11,020.71 and authorize the Treasurer or Deputy Treasurer to transfer up to \$11,020.71 from the Key Bank Capital Reserve Land and Building Fund Savings Account to the M&T Bank Budget Checking Account to pay for initial costs related to the Training Room Media Audio Visual System Update project, carried unanimously.
- Motion by Boehm, seconded by Kwiatkowski to tentatively approve reimbursement of \$1,630.11 for food purchased and used for crews on standby during the storm pending submittal of receipts by the Hose Company, carried unanimously.
- Motion by Boehm, seconded by Whitehead Sr. to authorize the Treasurer or Deputy Treasurer to transfer up to \$166,475.37 in remaining 2022 funds from the M&T Bank Budget Savings Account to the M&T Capital Reserve Truck Fund, carried unanimously.

Motion by Galvin, seconded by Boehm to adjourn the meeting for dinner at 6:40 p.m., carried unanimously.

Dinner:

The Board continued discussion during dinner at Black and Blue Steak and Crab, 5493 Sheridan Dr, Amherst, NY 14221. During this period, the Board discussed emergency response and transport concerns during catastrophic events, and the potential replacement of the 2014 John Deere Tractor with more versatile equipment for use around the property. Chief Peters stated his intention to attend the 2023 International Association of Fire Chiefs Symposium, and opened discussion regarding the need to update the Communications Room and the potential reuse of the Bunk/Fitness Room to include a turnout gear dressing area. Hodges also thanked the Board for the position reappointments for himself and Secretary Braun.

Motion by Whitehead Sr., seconded by Boehm to adjourn the meeting at 9:02 p.m., carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

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Year 2023 Salary and Wage Schedule

Caretaker James J. Christopher - Salary Payable Bi-Monthly	\$54,387.00
Part Time Master Mechanic Mark Chapin – Salary Payable Bi-Monthly	\$19,951.20
Secretary/Treasurer – Annual Salary Payable Monthly	\$28,898.00
Assistant Secretary/Deputy Treasurer – Annual Salary Payable Monthly	\$15,300.00

As contained in the Year 2023 Fire District Budget.

Egbertsville Fire District

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Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Tuesday, January 31, 2023

Secretary Braun called the Videoconferencing Public Hearing to order at 7:00 p.m. in the Fire District Board Room.

Board members in attendance: Braun and Hodges. Unavailable: Boehm, Galvin, Kwiatkowski, Multerer, and Whitehead Sr.

Egbertsville Fire District residents in attendance: None

Deputy Secretary Hodges read the proposed Videoconferencing Policy and summarized the intent.

Secretary Braun opened the hearing for public comment.

Comments:

- None

Secretary Braun closed the hearing comments and adjourned the Videoconferencing Public Hearing at 7:28 p.m.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
Michael J. Boehm – Vice Chairman
Patrick M. Galvin
John M. Kwiatkowski
Christina M. Mastrella

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, February 2, 2023

At 6:00 p.m. the Board conducted a work session and performed a facility walkthrough to identify items in need of repair or update. The following Fire Commissioners were in attendance: Kwiatkowski, and Multerer. Also in attendance: Chief Peters, President Gilson and Hodges.

The session continued with a presentation from Potter Harris & Scherrer representative, Thomas O. Brady, to present updates on the March 1, 2023 Fire District Insurance coverage. Mr. Brady discussed and explained the coverage contracted by the Fire District for a renewal cost of \$58,028.00. The following Fire Commissioners were in attendance: Boehm, Kwiatkowski, and Multerer. Also in attendance: Chief Peters and Hodges.

Chairman Multerer called the meeting to order at 7:41 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Galvin, Kwiatkowski, and Multerer. Also attending: Chief Peters and Hodges. Present: Boehm. Unavailable: Braun.

Motion by Kwiatkowski, seconded by Galvin to approve the minutes of the Thursday, January 5, 2023 meeting as written, carried unanimously.

Motion by Kwiatkowski, seconded by Galvin to approve the minutes of the Thursday, January 31, 2023 Videoconferencing Public Hearing meeting as written, carried unanimously.

Correspondence Sent:

- 01/12/2023 Letter and List of Fire District Officers for Year 2023 sent to the Erie County Fire District Officers Association.
- 01/15/2023 Letter to Joe Basil Chevrolet with fire district purchase order for one 2023 Chevrolet Tahoe 4WD 4 door Rapid Response Vehicle.
- 01/24/2023 Letter sent to William H. Mattrey, Esq. advising of his re-appointment as Attorney for the Egbertsville Fire District Year 2023.
- 01/27/2023 Letter sent to Town of Amherst Clerk with Year 2023 Oath of Office forms for Appointed Secretary, Treasurer, Assistant Secretary and Deputy Treasurer.
- 01/30/2023 Email sent to Thomas O. Brady requesting Egbertsville Hose Company Utility Trailer be added to Egbertsville Fire District Insurance coverage.
- 01/30/2023 Email sent to Board of Fire Commissioners advising letter of resignation from the Office of Fire Commissioner received from John W. Whitehead Sr. effective February 2, 2023.

Correspondence Received:

- 12/31/2022 Received a Check in the amount of \$975.00 from the County of Erie Office of the Comptroller for use of fire district facilities for Year 2022 Public Elections.
- 12/31/2022 Received Non-Trade Confirmation Notice from RBC Wealth Management for a LOSAP Transaction dated 12/16/2022.
- 12/31/2022 Received request from the Erie County Fire District Officers Association for Year 2023 Dues and Board of Fire Commissioners Listing.
- 01/05/2023 Letter received from Penflex advising Nicole Meeker has joined the Management of Business Development and Accounts Team.

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Thursday, February 2, 2023

Correspondence Received (continued):

- 01/05/2023 Letters received from the Erie County Water Authority regarding annual testing of Backflow Prevention Devices.
- 01/05/2023 Letter received from Potter, Harris & Scherrer Agency with Enhanced Cancer Disability Benefits Renewal Policy and Invoice.
- 01/07/2023 Letter received from the Egbertsville Firemen's Benevolent Association requesting use of fire district facilities on January 16th, April 17th and September 25th, 2023 for their Regular Business meetings and Dinners.
- 01/15/2023 Workers' Compensation Renewal Invoice and policy received from FDM Preferred Insurance Company, Inc. for the period 01/01/2023 to 01/01/2024.
- 01/15/2023 Volunteer Firemen's Benefit Law Renewal Invoice and policy received from FDM Preferred Insurance Company, Inc. for the period 01/01/2023 to 01/01/2024.
- 01/23/2023 Information received from the Association of Fire Districts of the State of New York regarding 2023 Annual Meeting & Leadership Summit Expo May 18-20, 2023 in Verona, New York.
- 01/23/2023 Received Comerica Bank Institutional Trust Statement for a LOSAP transaction dated January 10, 2023.
- 01/23/2023 Received Letter from RBC Wealth Management requesting updated Certification of Investment Powers Form be completed and returned for future LOSAP transactions.
- 01/26/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSPA transaction on January 18, 2023.
- 01/30/2023 Letter received with written resignation of Fire Commissioner from John W. Whitehead Sr. effective February 2, 2023.
- 01/30/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated January 19, 2023.
- 02/01/2023 Letter received from Christina Mastrella advising she is interested in filling the soon to be vacant office of Fire Commissioner in the Egbertsville Fire District.

Motion by Galvin, seconded by Kwiatkowski to receive and file the correspondence, carried unanimously.

Chief's Report:

Chief Peters reviewed the following:

- Informed the Board that he is completing the 2022 Annual Report.
- Discussed the Countywide Mutual Aid Plan renewal.
- Reviewed the recently completed Insurance Service Office (ISO) inspection regarding positive feedback results.
- Notified the Board that VSP will be at the station next week to change over the lettering on the three chief vehicles.
- Relayed a concern from Firefighter Andrew Hazzan regarding his pending medical care invoices.
- Informed the Board that he will be out of town February 3, 2023 through February 5, 2023. Captain Sikirica will be acting second assistant chief.
- Notified the Board that a tree trimming company had spoken to him about accessing the property to clear branches near power lines. He will forward the company contact information to Hodges for follow up.

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Thursday, February 2, 2023

Chief's Report (continued):

- Requested approval for the following training participation:
 - GRIT Rapid Intervention Training - Getzville Fire Company April 15 and 16, 2023 for up to two firefighters to attend for a cost of \$300.00 per attendee.
- Requested the following equipment:
 - Witmer Public Safety - Two Past Fire Chief Breast Badges and two (2) Fire Chief Breast Badges Model B557 \$95.00 each plus \$10.00 Shipping for a total cost of \$390.00

President's Report: None

Report of Committees

Alarm and Hydrant Committee:

Multerer reported that the Erie County Water Authority has started updating the 25 non-conforming four-inch threaded hydrants within the territory that are in need of modification. Once complete, the appropriate hydrant markers will be changed.

Apparatus Committee:

- Peters discussed the desired graphics, lighting, and warning equipment for new Unit #5-1. Additional information and requisitions will be submitting in the coming months.
- The Board discussed the response from Attorney Mattrey regarding the request to review the existing standard apparatus bid boilerplate content
- The Board briefly discussed the resizing of the apparatus fleet, the potential sale of Engine #1, and the desire to have a vendor specializing in fire apparatus facilitate the bid and sale process.

Convention Committee: No Report

Finance Committee: No Report

Grant:

The Board reviewed the requirements of the Federal Emergency Management Agency (FEMA) Civil Rights Evaluation Tool.

Health Care Committee: No Report

House Committee:

- Galvin expressed disappointment and concern regarding recent, and ongoing additions to the buildings and ground. Assistant Secretary Hodges will send notification to the Hose Company to remove unauthorized items and to reiterate the existing requirement to obtain approval prior to any alteration or installation.
- Multerer stated that if there were no objections, he would seek additional information and quotations from area awning companies regarding options for a more rigid all weather structure. There were no objections.

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Thursday, February 2, 2023

Report of Committees (continued)

House Committee (continued):

- Hodges informed the Board of the malfunctioning Apparatus Room exhaust vents. Trane has been notified and is generating a repair quote.

Information Technology Committee:

- Galvin reported continued RedAlert Kiosk function issues. Hodges will contact Alpine again for correction.
- Multerer stated that Southtown Audio Video is still on target to begin work the week of February 6, 2023 on the Training Room Media Audio Visual System update.

Inspection Committee:

- Galvin confirmed that plans for the 2023 Installation Dinner are progressing.
- The Board discussed Hose Company award recognition options as well as the possibility of inviting the mutual aid companies that supported the department on standby during the December 2022 Blizzard. The Board was receptive.

Insurance Committee:

The Board was informed that the following renewals have been received:

- Year 2023 Enhanced Cancer Disability Benefits Renewal from Potter, Harris & Scherrer Agency.
- Year 2023 Workers' Compensation Insurance Renewal from FDM Preferred Insurance Company, Inc.
- Year 2023 Volunteer Firemen's Benefit Law Insurance Renewal from FDM Preferred Insurance Company, Inc.

Jacket and Uniform Committee:

Multerer notified the Board that the polo shirt order layout form United Uniform LLC. was approved.

Service Awards Committee:

The Board reviewed the 2022 Sponsor Approval documentation and the RBC Wealth Management CIP document for Length of Service Awards Program transactions.

Motion by Kwiatkowski, seconded by Galvin to receive and file the committee reports, carried unanimously.

Unfinished Business:

- The Board reopened discussion regarding the desired design of a new Heavy Rescue. This topic will be continued when the full Board is seated.
- The Board reviewed the Videoconferencing Policy that was the subject of a public hearing January 31, 2023. Motion by Galvin, seconded by Kwiatkowski to accept the Videoconferencing Policy as written, carried unanimously.
- Multerer provided initial pricing and information regarding the purchase of a replacement tractor for use around the property to replace the aging one. Multerer will see if the desired equipment is available on New York State Contract or if a bid process will be required.
- Multerer stated that the 2023 Committee assignments will be finalized for the March 2023 meeting.

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Thursday, February 2, 2023

New Business:

- Motion by Kwiatkowski, seconded by Galvin to purchase the items requested by the chief as outlined in his report for a total of \$390.00, carried unanimously.
 - Motion by Galvin, seconded by Kwiatkowski to approve the GRIT Rapid Intervention Training attendance request of up to two firefighters for a total of \$600.00 at Getzville (360 Dodge Road Getzville, NY 14068) April 15 through April 16, 2023, carried unanimously.
 - Motion by Galvin, seconded by Kwiatkowski to approve the use of facilities request from the Egbertsville Firemen's Benevolent Association for April 17th and September 25, 2023 from 6:30 to 9:30 p.m. for their Regular Business Meetings and Dinner carried unanimously.
 - Motion by Kwiatkowski, seconded by Galvin to accept the resignation of John W. Whitehead Sr. from the office of Fire Commissioner of the Egbertsville District, vote: Galvin-aye; Kwiatkowski-aye; Multerer-aye; motion passed.
 - The Board opened a discussion to fill the vacant fire commissioner position for the remainder of 2023. The following individuals have submitted written correspondence expressing interest in the position:
 - John P. Buttino residing at 41 Joilet Ln. Egbertsville, NY 14226 (716) 818-0022
 - Christina M. Mastrella residing at 83 Newgate Rd. Egbertsville, NY 14226 (716) 201-6091
- Chairman Multerer called for nominations for the open position of Fire Commissioner of the Board of Fire Commissioners of the Egbertsville Fire District. Motion by Kwiatkowski, seconded by Galvin to appoint Christina M. Mastrella to the position of Fire Commissioner of the Egbertsville Fire District for the remainder of the year. There being no further nominations, motion by Galvin, seconded by Kwiatkowski to close the nominations. Motion by Kwiatkowski, seconded by Galvin to appoint Christina M. Mastrella to the position of Fire Commissioner of the Egbertsville Fire District for the remainder of the year. This term to expire on December 31, 2023, vote: Galvin-aye; Kwiatkowski-aye; Multerer-aye; motion passed.
- Motion by Kwiatkowski, seconded by Galvin to contract The Advertising Center for website hosting services for a twelve month period for a total cost of \$239.40, carried unanimously.
 - Motion by Kwiatkowski, seconded by Galvin to sell the Fire District owned cellphone along with the obsolete iPad and release the assigned cellphone number to John Whitehead Sr. for a cost of \$150.00, carried unanimously.

Treasurer's Report:

- Motion by Kwiatkowski, seconded by Galvin to pay the bills in the amount of \$142,738.98 as detailed on the attached breakdown, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to pay the WebEx annual subscription extension invoice from Hungerford Technologies for continuation of the annual videoconferencing service agreement for a cost of \$300.00, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to reimburse Treasurer Braun the United States Postal Service Cost of \$16.26 to send certified mail and return receipt to the Internal Revenue Service and Social Security Administration for the Year 2022 Annual Payroll, carried unanimously.

Motion by Kwiatkowski, seconded by Galvin to adjourn the meeting at 8:52 p.m., carried unanimously.

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Secretary/Treasurer
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Asst. Secretary/Dep. Treasurer

Thursday, February 2, 2023

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

Egbertsville Fire District

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Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, March 2, 2023

Chairman Multerer called the meeting to order at 6:30 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Boehm, Galvin, Kwiatkowski, Mastrella, and Multerer. Also in attendance: Chief Peters, President Gilson, John Buttino, Donald Fetes, Brian Kulpa (Town of Amherst Supervisor), Sardjan Sikirica, Braun, and Hodges.

Chairman Multerer suspended the Regular Order of Business to hear from Town Supervisor Kulpa regarding projects occurring within the Town of Amherst and the Fire District.

Resuming the Regular Order of Business at 7:29 p.m. Chairman Multerer called for approval of the minutes of the previous meeting.

Motion by Kwiatkowski, seconded by Boehm to approve the minutes of the Thursday, February 2, 2023 meeting as written, carried unanimously.

Correspondence Sent:

- 02/03/2023 Letter to Egbertsville Hose Company President Gilson regarding recent activity involving the buildings and grounds and pre-approval of changes by the Fire District.
- 02/03/2023 Letter to Egbertsville Hose Company President Gilson requesting the annual listing of Active and Active Exempt firefighters residing outside of the Egbertsville Fire District.
- 02/04/2023 Letter sent to Christina M. Mastrella advising she take her Oath of Office as Fire Commissioner at the Town of Amherst Clerk's Office.
- 02/04/2023 Letter sent to the Amherst Town Clerk advising Christina M. Mastrella was appointed to the Office of Fire Commissioner and will be in to take her Oath of Office.
- 02/06/2023 Email sent to New York State Division of Homeland Security and Emergency Services Office of Fire Prevention and Control Standards Unit with Year 2022 Volunteer Firefighter Enhanced Cancer Disability Benefits Program Attestation/Proof of Benefits.
- 02/06/2023 Letter and Service Award Program 2022 Data Request Package sent to Chief Brandon J. Peters for processing.
- 02/06/2023 Letter/email sent to M & T Bank Government Banking requesting new VISA Business Cards for Fire Commissioner Christina M. Mastrella and Fire Chief Brandon J. Peters and requesting existing VISA Business Cards for former Fire Commissioner John W. Whitehead Sr. and former Fire Chief Kiel J. Gentry be cancelled.
- 02/07/2023 Letter to the Association of Fire Districts of the State of New York with Year 2023 Listing of Egbertsville Fire District Officers.
- 02/07/2023 Letter sent to the Egbertsville Firemen's Benevolent Association advising the Board has approved their request to use fire district facilities for their April and September Regular Dinner Meetings.
- 02/07/2023 Verified Board Chairman (COB) and Treasurer (CFO) with the Office of the New York State Comptroller.
- 02/07/2023 Letter and VFBL Forms sent to FDM Preferred Insurance Company, Inc. for an injury to Firefighter Andrew Hazzan on November 9, 2022 at 85 North Forest Road.
- 02/07/2023 Letter and VFBL Forms sent to FDM Preferred Insurance Company, Inc. for an injury to Firefighter David Rogge II on December 25, 2022 at 3450 Bailey Avenue.

Egbertsville Fire District

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Thursday, March 2, 2023

Correspondence Sent (continued):

- 02/07/2023 Letter and VFBL Forms sent to FDM Preferred Insurance Company, Inc. for an injury to Firefighter David Rogge II on December 29, 2022 at 250 Springville Avenue.
- 02/09/2023 Year 2022 Length of Service Award Program Data Package sent to Penflex, Inc. for processing.
- 02/09/2023 Letter sent to the Office of the New York State Comptroller requesting a 60 day extension to file the AUD for Year 2022. Copy sent to Lumsden & McCormick LLP.
- 02/15/2023 Email to Bee Publications Inc. with Legal Notice for time change for the March 2, 2023 Board Meeting and videoconferencing use notification.
- 02/17/2023 Email sent to Builders Hardware requesting replacement MT15 Key Readers under Manufacturer's Warranty.
- 02/17/2023 Email sent to Lumsden & McCormick LLP with response from the Office of the New York State Comptroller granting the requested 60 day extension to file the Year 2022 AUD.
- 02/23/2023 Email to Thomas O. Brady with March 1, 2023 Insurance Policy Renewals signed by the Secretary/Treasurer of the Egbertsville Fire District.
- 02/28/2023 Letter to the Egbertsville Hose Company with Year 2023 Drill Expense Reimbursement Claim Vouchers.

Correspondence Received:

- 02/06/2023 Email received from the Town of Amherst Comptroller's Office with an update on the Erie County Water Authority billing for direct service fire hydrants in the Egbertsville Fire District; the number of hydrants has increased from 277 to 278.
- 02/06/2023 Email received from First Out Rescue Equipment LLC advising the replacement ladder for the Getzville Fire Company is scheduled to be shipped around 09/01/2023.
- 02/09/2023 Request received from Firefighter Brandon Schmitt to use fire district facilities on April 29, 2023 for a Birthday Party.
- 02/16/2023 Email received from the Office of the New York State Comptroller advising our request for a 60 day extension to file the AUD has been approved and must be submitted by May 1, 2023.
- 02/17/2023 Acknowledgement email received from Fire Districts of New York Mutual Insurance Company regarding injury claim filed for Andrew Hazzan.
- 02/24/2023 Email received from Chief Peters advising Assistant Chief Whitehead Jr. will be out of town from 02/24-26/2023 and Captain Sikirica will be Acting Assistant Chief.
- 02/26/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction on February 14, 2023.
- 02/26/2023 Notice of Unemployment Insurance Rate 2023 received from the Department of Labor, Employer Account Adjustment Section of the State of New York.
- 02/26/2023 Letter received from McNeil & Co. advising the insurance claim from a Motor Vehicle Accident on October 31, 2022 has been closed total payment made to Basirat T. Shittu was \$1,005.94.
- 02/26/2023 Request received from John Whitehead Jr. to use fire district facilities on March 18, 2023 for a child's birthday party.
- 02/26/2023 Request received from John Whitehead Jr. to use fire district facilities on April 29, 2023 for a child's birthday party.
- 02/27/2023 Email received from Lumsden & McCormick advising their agreement with the fire district expired for Audit Year 2021.

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Thursday, March 2, 2023

Correspondence Received (continued):

- 02/28/2023 Training or Event Participation Request received from Christina Mastrella to attend the 2023 NFPA Conference and Expo June 19-22/2023 in Las Vegas, NV.

Motion by Boehm, seconded by Kwiatkowski to receive and file the correspondence, carried unanimously.

Chief's Report:

Chief Peters reviewed the following:

- Requested the disposal of Unit #5-1's rear cargo box as long as it is not to be included in a sale or trade transaction. The box is obsolete and will no longer meets the needs of the department.
- Asked the Board to provide direction regarding the possibility of transitioning the Bunk Room to a turnout gear locker area.
- Rescinded the hose replacement requisition until a later date.
- Requested approval to obtain a firefighter physical for the following candidates:
 - Dwayne Brice - No contact information submitted
 - Nicholas Schmitt - No contact information submitted
- Requested approval for the following training participation:
 - NYS AFC 2023 Seminar Series - October 11, 2023 (Orchard Park Fire Company 30 School St. Orchard Park, NY 14127) for up to five attendees for a total cost of \$175.00
- Requested the following equipment:
 - Grainger - MSA XCell O2 sensor for a cost of \$494.93

President's Report:

President Gilson reviewed the following:

- Presented a list of firefighters residing outside of the territory for Board review.
- Requested the purchase of an Amana RFS12TS microwave for the Kitchen.

Report of Committees

Alarm and Hydrant Committee:

Multerer reported that the Erie County Water Authority has completed updating the 25 non-conforming four-inch threaded hydrants within the territory. Caretaker Christopher and Master Mechanic Chapin are in the process of changing over the hydrant locator identification flags and additional flags will be ordered. Additionally, a recently installed hydrant on Maynard Dr. that appears to be too low to the ground will be corrected during the final installation process.

Apparatus Committee:

- The Board reviewed the trade-in offer for the 2015 Chevrolet Tahoe of \$13,500.00 from Basil Chevrolet. Basil would require delivery of the vehicle by the end of March. Due to operational needs, the Board will hold off on decommissioning the existing Tahoe until a later date.
- The Board held a lengthy discussion regarding the replacement of the heavy rescue.

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Thursday, March 2, 2023

Report of Committees (continued)

Convention Committee:

Boehm reiterated that the 2023 Association of Fire Districts of the State of New York (AFDSNY) meeting will be held May 18-23, 2023 at the Turning Stone Casino and Resort 5218 Patrick Rd, Verona, NY 13478.

Finance Committee:

The Board discussed fund transfers.

Grant:

President Gilson and Vice President Buttino asked the Board to take ownership of fire prevention and first aid equipment that will be obtained through an award secured by Legislator Jeanne Vinal to the Egbertsville Hose Company. The Board was receptive and asked Braun to verify the legalities and process with the attorney.

Health Care Committee: No Report

House Committee:

- Multerer informed the Board of a roof leak on the east side of the building. Braun notified a roofing contractor and asked them to inspect the potential problem.
- The Board discussed the annual process of soliciting interest for landscape cleanup around the property.
- Multerer discussed the building decorating approval process that will require Board approval prior to any changes or additions of new items.
- The Board was informed that the Training Room media equipment updates are complete. Training has been scheduled for Friday, March 10, 2023 at 1:00 p.m.

Information Technology Committee: No Report

Inspection Committee:

Multerer reiterated that the 2023 Inspection and Installation Dinner is scheduled for Saturday, May 13, 2023 at The Powerhouse by The Rich Entertainment Group located at 140 Lee St Buffalo, NY 14210. Discussion continues to invite representatives from the mutual aid companies that supported the department on standby during the December 2022 Blizzard.

Insurance Committee: No Report

Jacket and Uniform Committee: No Report

Service Awards Committee:

Braun reported that the eligible award certification documentation for Year 2022 has been submitted to Penflex Inc.

Motion by Kwiatkowski, seconded by Mastrella to receive and file the committee reports, carried unanimously.

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Thursday, March 2, 2023

Unfinished Business:

- Motion by Boehm, seconded by Mastrella to move forward on a walkthrough style new heavy rescue to replace the existing heavy rescue, vote: Boehm-aye; Galvin-aye; Kwiatkowski-nay; Mastrella-aye; Multerer-aye. Motion passed.
- Chairman Multerer assigned the 2023 Committee responsibilities.
- The Board briefly reviewed the Property Needs Attention/Project List and the possibility of transitioning the Bunk Room to a turnout gear locker area. The Board will discuss these items in further detail at the April meeting.
- The Board discussed the request to allow CCTV system access to Chief Peters and President Gilson. Motion by Kwiatkowski, seconded by Mastrella to grant access to the CCTV system to Chief Peters and President Gilson, carried unanimously.
- The Board discussed the process of updating the Egbertsville Fire District Master Site Plan for 1880 Eggert Road with the Town of Amherst. Chairman Multerer set the dates of March 24, 2023 and March 31, 2023 to meet with Scheid Architectural. Braun will check with the architect on their availability.

New Business:

- Motion by Mastrella, seconded by Kwiatkowski to purchase the items requested by the chief as outlined in his report for a total of \$494.83, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to send up to five firefighters to the NYSAFC 2023 Seminar Series on October 11, 2023 (Orchard Park Fire Company 30 School St. Orchard Park, NY 14127) for a total cost of \$175.00, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to approve firefighter physicals for Dwayne Brice and Nicholas Schmitt pending Hose Company Investigation Meeting approval and the submittal of the required applicants contact information, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to purchase an Amana RFS12TS Commercial Microwave for a cost not to exceed \$1,500.00, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to approve the following use of facilities requests: John Whitehead Jr. birthday party 1 p.m. to 5 p.m. March 18, 2023; CPC event training 7 p.m. April 19, 2023 and September 13, 2023 with a maximum limit of 75 attendees for each event; Brandon Schmitt birthday party 11 a.m. to 3 p.m. April 29, 2023; Egbertsville Hose Company Christmas Party (children) December 10, 2023, carried unanimously. A request by John Whitehead Jr. for a birthday party 1 p.m. to 5 p.m. on April 29, 2023 conflicted with another event and was denied.
- Motion by Boehm, seconded by Kwiatkowski to approve the request received from Christina Mastrella to attend the 2023 NFPA Conference and Expo June 19-21, 2023 in Las Vegas, NV at a cost of \$1,023.50, vote: Boehm-aye; Galvin-aye; Kwiatkowski-aye; Multerer-aye; Mastrella abstained. Motion passed.
- Motion by Mastrella, seconded by Kwiatkowski to wave the Request for Proposal for Year 2022-2026 Auditing Services and continue the current agreement under a five year extension agreement with Lumsden & McCormick, carried unanimously.
- The Board discussed the real property tax exemption options for volunteer firefighters. Motion by Mastrella, seconded by Kwiatkowski to schedule a public hearing on the topic for 6:00 p.m. Wednesday, March 29, 2023, carried unanimously. Chairman Multerer directed Assistant Secretary Hodges to place a Legal Notice regarding the public hearing.

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
Michael J. Boehm – Vice Chairman
Patrick M. Galvin
John M. Kwiatkowski
Christina M. Mastrella

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, March 2, 2023

New Business (continued):

- Motion by Kwiatkowski, seconded by Mastrella to dispose of the obsolete surplus rear cargo box from the 2015 Chevrolet Tahoe, carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to have VSP remove the graphics from unit #5-1 for a cost not to exceed \$550.00, carried unanimously.
- Motion by Boehm, seconded by Kwiatkowski to approve the inclusion of Mastrella in the Cellphone Reimbursement process for the Year 2023, vote: Boehm-aye; Galvin-aye; Kwiatkowski-aye; Multerer-aye; Mastrella abstained. Motion passed.
- Chairman Multerer designated Galvin and Boehm as the responsible individuals to review and verify the Fire District financial accounts and statements.

Treasurer's Report:

- Motion by Mastrella, seconded by Kwiatkowski to pay the bills in the amount of \$68,770.67 as detailed on the attached breakdown, carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to authorize the Treasurer or Deputy Treasurer to transfer \$18,000.00 from the M&T Bank Budget Savings Account to the M&T Bank Budget Checking Account to replenish the checking account, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to transfer \$31,026.53 from the Key Bank Bank Capital Reserve Land and Building Fund Checking Account to the M&T Bank Budget Checking Account to reimburse the Budget Checking Account for the final payment to Southtown Audio Video for the Training Room Media Equipment Project, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to pay the Erie County Water Authority Town of Amherst owned Fire Hydrant Rental Invoice in the amount of \$13,507.20 as Year 2023 funds become available, carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to pay the Erie County Water Authority direct service Fire Hydrant Rental Invoice in the amount of \$65,058.72 as Year 2023 funds become available, carried unanimously.

Motion by Mastrella, seconded by Kwiatkowski to adjourn the meeting at 9:16 p.m., carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

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Wednesday, March 29, 2023

Chairman Multerer called the Property Tax Exemption Public Hearing to order at 6:00 p.m. in the Fire District Board Room.

Board members in attendance: Multerer, Kwiatkowski, Mastrella (Remote Non-quorum), Braun and Hodges. Unavailable: Boehm and Galvin.

Egbertsville Fire District residents in attendance: None

Kwiatkowski read the proposed Property Tax Exemption proposal and summarized the intent to grant a ten percent tax exemption to enrolled active volunteer members of the Egbertsville Hose Company owning property within the territory after two years of service; continuing the ten percent exemption after twenty years of active service for the remainder of the individuals life as long as the property for which the exemption is sought is their primary residence; options to extend the exemption to the spouse of deceased members.

Chairman Multerer opened the hearing for public comment.

Comments:

- None

Chairman Multerer closed the hearing comments and adjourned the Property Tax Exemption Public Hearing at 7:30 p.m.

[\(video\)](#) - PW: xUTmYwY2

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

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Thursday, April 6, 2023

Chairman Multerer called the meeting to order at 7 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Boehm (remote), Galvin, Kwiatkowski, and Multerer. Also in attendance: Chief Peters, President Gilson, John Whitehead Jr., Donald Fetes, Braun and Hodges. Unavailable: Mastrella

Chairman Multerer suspended the Regular Order of Business to meet with representatives of RBC Wealth Management for a financial position overview of the Length of Service Award Program accounts.

Chairman Multerer resumed the Regular Order of Business at 7:21 p.m. and called for the approval of March meeting minutes.

Motion by Galvin, seconded by Boehm to approve the minutes of the Thursday, March 2, 2023, meeting as written, carried unanimously.

Motion by Kwiatkowski, seconded by Galvin to approve the minutes of the Wednesday, March 29, 2023, Public Hearing meeting as written, carried unanimously.

Correspondence Sent:

- 03/03/2023 Email sent to The Goodyear Commercial Tire & Service Centers advising payment of the two past due invoices was approved by the Board of Fire Commissioners and mailed on March 3, 2023.
- 03/25/2023 Seven letters sent to former Egbertsville Hose Company Firefighters, all with less than five years of service, advising termination of all LOSAP Benefits.
- 03/25/2023 Sent ninety-four letters with Year 2022 Penflex Annual Summary of Benefits to Egbertsville Hose Company firefighters.

Correspondence Received:

- 03/03/2023 Letter received from The Goodyear Commercial Tire & Service Centers regarding two past due invoices in the amount of \$8,459.28.
- 03/03/2023 Check in the amount of \$1,447,045.00 Year 2023 Budget Funds received from the Town of Amherst and deposited in the M&T Bank Budget Checking Account.
- 03/09/2023 Completed a Standard Agreement Application with Stericycle/Shred-it to provide onsite document destruction of up to 12 boxes of fire district records.
- 03/16/2023 Letter from Nicholas Schmitt with thanks to the Recruiting Committee for his recent interview as a Junior Firefighter.
- 03/16/2023 Letter from John W. Whitehead Jr. thanking the Board for use of fire district facilities for a birthday party.
- 03/16/2023 Correspondence Received from RBC Wealth Management regarding changes to RBC Insured Deposits and Client Account Agreement Terms and conditions.
- 03/23/2023 Letter from Penflex, Inc. outlining adjustments to seven firefighters receiving LOSAP Benefits retroactive to January 1, 2023.
- 03/23/2023 Letter from Harmco Fastener Company advising of their products and a credit application.

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Thursday, April 6, 2023

Correspondence Received (continued):

- 03/29/2023 Notice received from Aqua-Systems of WNY that the underground lawn sprinkler system will be opened on Thursday, April 20, 2023 between 1:00 pm and 5:00 pm.
- 03/29/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction on March 17, 2023.
- 03/29/2023 Affidavit of Publication Legal Notice for March 29, 2023 Board of Fire Commissioners Public Hearing on Firefighter Tax Exemption published in the Amherst Bee.
- 03/29/2023 Notification from FASNY for their 2023 Convention Thursday-Saturday August 10-12, 2023 in Niagara Falls, New York.
- 04/03/2023 Letter from William P. Bulleigh advising his new address 61 Hirschfield Drive Apt. 1, Williamsville, New York 14221 and requesting his membership status be changed from Exempt to Active Exempt Firefighter.
- 04/03/2023 Certificate of Liability Insurance and Workers' Compensation Insurance received from Lawley Construction Solutions for Huron Plumbing & Heating Corp.

Motion by Kwiatkowski, seconded by Galvin to receive and file the correspondence, carried unanimously.

Chief's Report:

Chief Peters reviewed the following:

- Informed the Board of the following acting chief coverages: Fetes away April 8-15, 2023 Sikirica will be acting assistant chief; Peters away April 12-16 and April 26-28 Trometer will be acting assistant chief.
- Received the initial proposals for systems to extract exhaust from the Apparatus Room.
- Briefly discussed the desire and advantages of building structural changes to the Communications Room and Bunk/Wellness Room; verified that NFPA does not require a fitness room in fire station facilities but requires that access to a fitness facility and/or program are available.
- Reported on an NFPA update requiring the retrofitting of bailout systems for firefighter turnout gear. A quotation for consideration will be submitted in the future.
- Updated the Board on the progress of the committee addressing the replacement of Rescue 5; completed a meeting with Churchville Fire Equipment.
- Requested a return to duty physical for William P. Bulleigh.
- Notified the Board of a firefighter injury that occurred at a first aid call on March 29, 2023 at 79 Chassin Ave. this injury may prevent the firefighter from attending the upcoming Fire Department Instructors Conference.
- Requested approval for the following training participation:
 - 2023 Women's Weekend at the National Fire Academy 16825 S. Seaton Ave. Emmitsburg, MD 21727 - Christina Mastrella for a cost Of \$548.54
 - 2023 NFPA Conference and Expo June 19-21, 2023 in Las Vegas, NV - David Mastrella for a cost of \$953.50
- Requested the following equipment:
 - McKesson Medical - Various medical supplies for a cost of \$1,675.27
 - Witmer Public Safety - Two 60° 2 1/2" elbow and High Rise gauges, five gallons of Station Care turnout gear detergent for a cost of \$1,865.27
 - The Fire Store - Two Fast Rescue Solution Boards for E3 and R5 for a cost of \$5,700.00
 - RC Fire - Replacement hose for E2, E3, and T6 for a cost of \$11,105.00
 - VSP - Graphics for the 2023 Chevrolet Tahoe for a cost of \$1,145.00

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Thursday, April 6, 2023

Chief's Report (continued):

- Requested the following equipment (continued):
 - Mobile Storage Solutions - Cargo box for the 2023 Chevrolet Tahoe for a cost of \$2,510.00

President's Report:

President Gilson reviewed the following:

- Informed the Board that the Hose Company has expanded the opportunities to recruit firefighters that reside outside of the fire district territory and asked that the Board consider updating the Active and Active Exempt Non-Resident Firefighter Policy to remove all residency requirements.
- Requested use of the facilities for the Hose Company Family Picnic on August 5, 2023.
- Thanked the Board for working well together.

Report of Committees

Alarm and Hydrant Committee:

Multerer stated that one hydrant was missed by the Erie County Water Authority while updating the 25 non-conforming four-inch threaded hydrants within the territory. They will obtain the necessary equipment and update this hydrant shortly.

Apparatus Committee:

The Board briefly discussed the sale of Engine 1 and is awaiting the equipment inventory list from Chief Peters. Braun will check with a third party vendor to obtain an appraisal.

Convention Committee:

Boehm reiterated that the 2023 Association of Fire Districts of the State of New York (AFDSNY) meeting will be held May 18-23, 2023 at the Turning Stone Casino and Resort 5218 Patrick Rd, Verona, NY 13478. Additionally, the Firefighter Association of the State of New York (FASNY) 2023 Annual Convention will be held August 10-12 in Niagara Falls, New York. Additional information to come.

Finance Committee:

The Board discussed fund transfers.

Grant: No Report

Health Care Committee: No Report

House Committee:

- The Board discussed the selection of annual flowers for the property. The caretaker will plant flowers in the front of the building and around the sign.

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Thursday, April 6, 2023

Report of Committees (continued)

House Committee (continued):

- The Board reviewed the condition of the roof and the roof solar panels that have an unknown organic material growing on them. Braun is coordinating a roofing contractor to assess the roof situation. Hodges will contact the solar contractor for an estimate to address the panel issue.
- The Board discussed the addition of Richard Cumpston as a backup caretaker.

Information Technology Committee:

- The Board reviewed the current Verizon shared data plan covering the tablets that is no longer sufficient.
- Multerer reported that Assistant Chief Whitehead Jr. requires a laptop or Surface Pro to support his duties. Hodges will look into options.
- The Board will consider updating the Microsoft Office Suites in the coming months. The Hose Company leadership was asked to provide a list of which systems will require updates, and which platform (365 annual or permanent software) for review at the May meeting.

Inspection Committee:

Galvin reiterated that the 2023 Inspection and Installation Dinner is scheduled for Saturday, May 13, 2023 at The Powerhouse by The Rich Entertainment Group located at 140 Lee St Buffalo, NY 14210. The committee is working on a streamlined program outline and is in discussion regarding awards.

Insurance Committee: No Report

Jacket and Uniform Committee:

- Multerer discussed additional options for the purchase of a Carhartt jacket to potentially replace the current Blaurer garment and a Carhartt pullover style job shirt. The Board was receptive but would like additional information.
- Galvin asked the Board to consider changing the color of the commissioner's uniform cap to blue.

Service Awards Committee:

- Multerer opened discussion to review options for the possible expansion of the Length of Service Award Program in the future.
- Braun reported that Length of Service Award Program termination letters were sent to Ryan Boland, Michael J. Carrubba, Trevor F. Cooley, Michael J. Greiner, William McDonald, Derrek Pietrzyk and Michael G. Vasquez, all with less than five years in the program. Termination letters to Michael J. Greiner and Michael G. Vasquez were returned as no longer residing at the address on file with the Fire District.

Motion by Kwiatkowski, seconded by Galvin to receive and file the committee reports, carried unanimously.

Unfinished Business:

- The Board discussed the initial proposals and Chief Peter's recommendation for a system to extract exhaust from the Apparatus Room. Motion by Galvin, seconded by Kwiatkowski to move forward with the creation of a bid specification, carried unanimously.

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Thursday, April 6, 2023

Unfinished Business (continued):

- The Board reviewed the Property Tax Exemption resolution. Motion by Kwiatkowski, seconded by Boehm to enact the resolution to grant a tax exemption to eligible volunteer firefighters that reside within the Egbertsville Fire District territory per the attached document, carried unanimously.
- The Board reviewed the Property Needs Attention/Project List. Projects to be removed: Permanent patio awning and outbuilding/storage building. A meeting with the architect will be held at 6 p.m. on May 4, 2023, before the regular meeting. Multerer directed Hodges to place a legal notice regarding the work session.
- The Board briefly discussed the sale of the 2015 Tahoe. With an extended target for placing the new vehicle into service, the sale of this vehicle will be revisited in the future.
- The Board revisited the possibility of replacing the current lawn tractor. After a lengthy discussion, there was a lack of interest in moving forward. The Board may revisit this during the 2024 budgeting process.

New Business:

- The Board reviewed the quotations for the emergency warning, graphics, and equipment cargo storage for the 2023 Chevrolet Tahoe. A lengthy discussion regarding requirements for the emergency warning equipment resulted in a desire for additional information from Chief Peters and the potential to seek expanded proposals. Motion by Galvin, seconded by Boehm to contract VSP to install the graphics for a total cost of \$1,145.00; motion by Galvin, seconded by Kwiatkowski to purchase an equipment cargo box from Mobile Storage Solutions for a total cost of \$2,510.00, both carried unanimously.
- Motion by Galvin, seconded by Boehm to purchase the items requested by the chief as outlined in his report for a total of \$20,345.54, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to approve attendance at the Women's Weekend at the National Fire Academy 16825 S. Seaton Ave. Emmitsburg, MD 21727 by Christina Mastrella for a cost of \$548.54. Cost to be covered from the Commissioner Training and Travel budget line, carried unanimously.
- Motion by Boehm, seconded by Kwiatkowski to approve the training request from David Mastrella to attend the 2023 NFPA Conference and Expo June 19-21, 2023 in Las Vegas, NV at a cost of \$953.50, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to approve a firefighter physical for William P. Bulleigh to return to active duty, carried unanimously.
- The Board held a lengthy discussion regarding the removal of all residency requirements in the Active and Active Exempt Non-Resident Firefighter Policy. The Board expressed concern with the validity of the Hose Company By-Law change and enforcement of activity requirements. Chief Peters addressed the concerns and asked the Board to support the change to improve recruitment and increase the number of firefighters responding to alarms. Motion by Boehm, seconded by Galvin to remove all residency requirements in the Active and Active Exempt Non-Resident Firefighter Policy; vote: Boehm-Aye; Galvin-Aye; Multerer-Aye; Kwiatkowski-Abstained; motion passed.
- Motion by Kwiatkowski, seconded by Galvin to appoint Richard Cumpston as a backup caretaker at \$20.00 per hour for the facility as needed, carried unanimously. Braun will make notification to Cumpston.
- Motion by Kwiatkowski, seconded by Galvin to approve the Hose Company request to use the facilities for a family picnic on August 5, 2023 all day, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to purchase replacement faucet parts for the Kitchen from Partstown for a cost of \$894.43, carried unanimously.

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Thursday, April 6, 2023

New Business (continued):

- Motion by Boehm, seconded by Kwiatkowski to have Zacher Electric install motion lighting in the Officer's Room, Replace an outlet cover on a pole, and repair the parking lot lighting dusk sensors for a cost not to exceed \$500.00, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to increase the current shared tablet data pool from 2GB/30GB to 4GB/60GB per device per month. Service increase to be applied on the next billing cycle for a cost of \$115.00, carried unanimously.
- The Board discussed an additional use of facilities request for CPC event training at 7 p.m. May 3, 2023 from John Buttino. The Board was disappointed in the lack of procedural adherence and relayed to the Hose Company leadership that if approved, this would be the last event. Motion by Kwiatkowski, seconded by Boehm to approve the request with a maximum limit of 75 attendees, carried unanimously.
- The Board held a lengthy discussion regarding training attendance of injured firefighters while on New York State Workers' Compensation. The Board confirmed that participation will not be possible until firefighters are medically cleared while on medical leave and transition off of New York State Workers' Compensation status.
- Multerer informed the Board there have been some concerns with the Junior Firefighters in the station unattended. He has asked the Chief to reinforce the program requirements.

Treasurer's Report:

- Motion by Boehm, seconded by Kwiatkowski to pay the bills in the amount of \$513,969.90 as detailed on the attached breakdown, carried unanimously.
- Motion by Boehm, seconded by Kwiatkowski to approve the request from the Treasurer and Deputy Treasurer to convert the existing Quick Books Pro Plus 2022 Desktop Software to a Quick Books Pro Plus 2023 On-Line Program with up to 5 users at a cost not to exceed \$700.00, carried unanimously.
- Motion by Galvin, seconded by Boehm to authorize the Treasurer or Deputy Treasurer to transfer \$275,000.00 of Year 2023 Budget Funds from the M&T Bank Budget Fund Checking Account to the Key Bank Capital Reserve Truck Fund, carried unanimously.
- Motion by Boehm, seconded by Galvin to authorize the Treasurer or Deputy Treasurer to transfer \$10,000.00 from the Year 2023 Budget Funds from the M&T Bank Budget Fund Checking Account to the Key Bank Capital Reserve Land and Building Fund, carried unanimously.
- Motion by Kwiatkowski, seconded by Boehm to authorize the Treasurer or Deputy Treasurer to transfer \$60,000.00 of Year 2023 Budget Funds from the M&T Bank Budget Checking Account to the M&T Bank Capital Reserve Equipment Fund, carried unanimously.
- Motion by Boehm, seconded by Kwiatkowski to authorize the Treasurer or Deputy Treasurer to transfer \$750,000.00 from the M&T Bank Budget Checking Account to the M&T Bank Budget Savings Account, carried unanimously.
- On Monday, April 10, 2023 the Year 2022 Books will be turned over to Lumsden & McCormick LLC for the Annual Fire District Audit.

Motion by Galvin, seconded by Boehm to adjourn the meeting at 9.54 p.m., carried unanimously.

[\(video\)](#) - PW: XyJMbz2f

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Thursday, April 6, 2023

Respectfully submitted,

Stephen K. Hodges Jr.
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Thursday, May 4, 2023

A work session preceded the meeting at 6 p.m. Fire Commissioners, Galvin, Kwiatkowski, Mastrella and Multerer met with Scheid Architectural representative Marshall Morehouse regarding the property Site Plan and future projects. Also in attendance: Chief Peters, President Gilson, Braun, and Hodges.

Chairman Multerer called the meeting to order at 6:30 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Galvin, Kwiatkowski, Mastrella (remote non-quorum), and Multerer. Also in attendance: Chief Peters, President Gilson, Alex Hazzan, David Mastrella, Braun and Hodges. Unavailable: Boehm.

Motion by Galvin, seconded by Kwiatkowski to approve the minutes of the Thursday, April 6, 2023, meeting as written, carried unanimously.

Correspondence Sent:

- 04/11/2023 Letters sent to William Bulleigh and Occustar Workplace Compliance LLC. Requesting fire district physical examination for Mr. Bulleigh to return to Active Duty. Copies to Chief Peters and Hodges.
- 04/15/2023 Email sent to Town of Amherst Comptroller requesting Year 2022 Property Tax letter to be completed and returned to Lumsden & McCormick, LLP.
- 04/30/2023 Email sent to ESI Group with Year 2023 Census of firefighter to be covered on the new contract effective July 1, 2023.
- 04/30/2023 Email sent to Gallagher Insurance (Provident Insurance) with updated Emergency Service Organization Renewal Underwriting Questionnaire for July 2023 policy renewal.
- 04/30/2023 Letter sent to Penflex, Inc. with Beneficiary Designation Form for Firefighter Gibu Reji.
- 04/30/2023 Letter sent to Tice Associates, Inc. (debt collection agency) advising outstanding invoice for treatment of Andrew Hazzan was a Workers' Compensation Case (VFBL) and suggesting they contact Fire Districts of New York Mutual Insurance Co. Inc. and not to expect payment from Mr. Hazzan.
- 05/03/2023 Letter emailed to Nicholas Schmitt authorizing a fire district physical examination at Occustar Workplace Compliance for the position of Junior Firefighter.
- 05/03/2023 Letter emailed to Occustar Workplace Compliance authorizing a fire district physical examination for Nicholas Schmitt for the position of Junior Firefighter.

Correspondence Received:

- 04/14/2023 Letter received from Fire Department Clothing regarding their art work on clothing, jackets, hats and engraved tumblers.
- 04/14/2023 Email received from Lumsden & McCormick LLP requesting Year 2022 Property Tax letter be transferred to fire district letter head and sent to the Town of Amherst Comptroller.
- 04/14/2023 Letter and Policy Endorsement received from Potter, Harris & Scherrer Agency for Year 2023 Chevrolet Tahoe Rapid Response Vehicle #5-1.
- 04/14/2023 Notice received from TruGreen Lawn Care for neighboring property pesticide application at Elderwood at Amherst, 4459 Bailey Avenue on April 21, 2023. Copy forwarded to Fire District Caretaker.
- 04/21/2023 Institutional Trust Statement from Comerica Bank for a LOSAP Transaction dated April 10, 2023.
- 04/30/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated April 18, 2023.
- 05/01/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated April 21, 2023.

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Thursday, May 4, 2023

Correspondence Received (continued):

- 05/02/2023 Email received from Chief Brandon J. Peters requesting a fire district physical examination for prospective Junior Firefighter Nicholas S. Schmitt.

Motion by Kwiatkowski, seconded by Galvin to receive and file the correspondence, carried unanimously.

Chief's Report:

Chief Peters reviewed the following:

- Requested and received the status of the equipment requisitions placed last month.
- Informed the board that he continues to meet with apparatus representatives regarding a design for a new walkthrough heavy rescue.
- Updated the Board on the upcoming required replacement of the Self Contained Breathing Apparatus (SCBA) packs. At this time he is targeting the third quarter of 2024 and is meeting with vendors.
- Discussed the desire to replace the current air compressor.
- Reviewed the current National Fire Protection Agency (NFPA) firefighter turnout great bailout requirements. At this time, the intent is to retrofit approximately 30 sets for a cost of about \$3,500.00 Additional information will be forthcoming.
- Reported that the Junior Firefighter Program members will be reinstructed on the conduct requirements.
- Informed the Board that a conference call to continue Federal Emergency Management Agency (FEMA) reimbursement funding for expenses related to the December 2022 Blizzard will be scheduled later this month.
- Requested approval to obtain a firefighter physical for the following candidates:
 - Trevor Cooley (455 Franklin St. Apt. 5 Buffalo, NY, 14202 781-401-0351 cooleyt@merrimack.edu)
 - Michael Greiner (1433 Sheridan Dr. Buffalo, NY, 14217 716-462-2640 1siq240@gmail.com)
 - Alejandro Rodriguez (1319 Ransom Rd. Grand Island, NY, 14072 716-697-5785 lexrogue@gmail.com)
 - Aaron VonSchoonhoven (182 Whitfield Ave. Buffalo, NY, 14220 716-799-9755 vanschoon.aaron@yahoo.com)
- Requested the following equipment:
 - Saia Communications - Repair of three Motorola Minitor pagers for a cost to be determined.
 - The Fire Store - Chief and Past Chief uniform badges for a cost of \$592.00

President's Report:

President Gilson reviewed the following:

- Informed the Board that the grill in the Kitchen is malfunctioning again and requested that a replacement be considered for the 2024 budget year. The grill was previously rebuilt and this does not appear to be an option this time. Additionally, the hot chocolate machine no longer works and needs to be replaced.
- Notified the Board that the portrait of William Bellinson has been refreshed and will be rehung as long as there are no objections.

Report of Committees

Alarm and Hydrant Committee: No Report

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
Michael J. Boehm – Vice Chairman
Patrick M. Galvin
John M. Kwiatkowski
Christina M. Mastrella

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, May 4, 2023

Report of Committees (continued)

Apparatus Committee: No Report

Convention Committee:

Multerer stated that Boehm will be attending the 2023 Association of Fire Districts of the State of New York (AFDSNY) meeting May 18-23, 2023 at the Turning Stone Casino and Resort 5218 Patrick Rd, Verona, NY 13478.

Finance Committee:

The Board discussed fund transfers.

Grant:

Multerer asked Mastrella to look into grant opportunities for building projects that have been identified as in need.

Health Care Committee: No Report

House Committee:

Braun stated that Grove Roofing was asked to look at the condition of the roof regarding a potential leak over the Training Room.

Information Technology Committee: No Report

Inspection Committee:

Galvin reiterated that the 2023 Inspection and Installation Dinner is scheduled for Saturday, May 13, 2023 at The Powerhouse by The Rich Entertainment Group located at 140 Lee St Buffalo, NY 14210. Company inspection is scheduled for 5:45 p.m. sharp.

Insurance Committee: No Report

Jacket and Uniform Committee: No Report

Service Awards Committee:

Multerer would like to meet with Penflex to discuss options to improve the current plan and directed Assistant Secretary Hodges to schedule the meeting for 6 p.m. June 1, 2023.

Motion by Galvin, seconded by Kwiatkowski to receive and file the committee reports, carried unanimously.

Unfinished Business:

- The Board reviewed the service quotation from Solar Liberty to clean the panel and brick counterweights that have an organic material growing on them. Motion by Kwiatkowski, seconded by Mastrella to contract Solar Liberty to clean the rooftop solar equipment for a total cost of \$2,430.00, carried unanimously.

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Thursday, May 4, 2023

Unfinished Business (continued):

- Motion by Kwiatkowski, seconded by Galvin to purchase a Surface Pro X or 9, with Windows 11 Pro, 8GB Ram, 256GB SSD, and Slim Pen 2 from Great Lakes IT Services at a cost of \$1,709.98 for use by First Assistant Chief Whitehead Jr., carried unanimously.
- Galvin briefly restated the reasoning to change the commissioner dress cap color from white to blue. Motion by Galvin, seconded by Mastrella to change the commissioner dress cap color to blue, carried unanimously.
- The Board discussed the purchase of Microsoft Office Suites for the existing computer systems. Chief Peters asked for additional time to complete a list of the units in need.
- The Board discussed the requirements for emergency warning and lighting for the 2023 Chevrolet Tahoe. Assistant Secretary Hodges will create a Request for Proposal (RFP).

New Business:

- Motion by Kwiatkowski, seconded by Galvin to purchase the items requested by the chief as outlined in his report for a total of \$592.00, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to purchase a replacement hot chocolate machine for the Kitchen for a cost not to exceed \$1,600.00, carried unanimously.
- Mastrella opened a brief discussion regarding the approval process for displaying historical memorabilia. The Board reiterated that the Hose Company Committee has leeway approval to decide on rehangng existing items but the Board is to be consulted on all new items and/or items that generate questions or opposition. Motion by Galvin, seconded by Kwiatkowski to rehang the portrait of William Bellinson, carried unanimously.
- The Board briefly discussed the process and requirements for separated Hose Company firefighters seeking to rejoin the Company and become active firefighters. The Board reiterated that individuals must complete an application and submit to the existing background investigation process.
- Motion by Mastrella, seconded by Galvin to approve firefighter physical examinations for candidates Trevor Cooley (455 Franklin St. Apt. 5 Buffalo, NY, 14202 781-401-0351 cooley@merrimack.edu), Michael Greiner (1433 Sheridan Dr. Buffalo, NY, 14217 716-462-2640 1siq240@gmail.com), Alejandro Rodriguez (1319 Ransom Rd. Grand Island, NY, 14072 716-697-5785 lexrogue@gmail.com), Aaron VanSchoonhoven (182 Whitfield Ave. Buffalo, NY, 14220 716-799-9755 vanschoon.aaron@yahoo.com), carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to purchase a 43" Samsung QLED monitor and wall mounting hardware for use in the Main Concourse for a cost not to exceed \$1,500.00, carried unanimously.
- Master Mechanic Chapin requests the purchase of additional fire hydrant location markers. Motion by Galvin, seconded by Kwiatkowski to purchase 40 fire hydrant location markers from Traffic Safety Products for a cost not to exceed \$1,500.00, carried unanimously.
- Mastrella questioned what the status of our medical direction is. Chief Peters indicated that he is in the process of securing direction through Erie County after our current support through UBMD is terminated May 29, 2023.
- The Board discussed the property Site Plan requirements. Motion by Galvin, seconded by Kwiatkowski to continue moving forward with preparation for a revised site plan and to issue a permissive referendum to spend up to \$65,000.00 from the Capital Reserve Land and Building Fund for services related to design, engineering, and planning, carried unanimously. Chairman Multerer directed Secretary Braun to publish a permissive referendum to spend up to \$65,000.00 from the Capital Reserve Land and Building Fund for services related to design, engineering, and planning.

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Thursday, May 4, 2023

New Business (continued):

The Board engaged in discussion regarding a use of facility issue. Motion by Galvin, seconded by Kwiatkowski to enter Executive Session to discuss a personnel matter at 7:53 p.m., carried unanimously. Chairman Multerer resumed the Regular Order of Business at 8:06 p.m. after exiting Executive Session on a motion by Galvin, seconded by Kwiatkowski, carried unanimously.

Treasurer's Report:

- Motion by Galvin, seconded by Kwiatkowski to pay the bills in the amount of \$122,553.66 as detailed on the attached breakdown, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to authorize the Treasurer or Deputy Treasurer to transfer \$122,000.00 from the M&T Bank Budget Savings Account to the M&T Bank Budget Checking Account to replenish the checking account, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to pay the Zacher Electric invoice in the amount of \$360.06 for completed building electrical work, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to approve the reimbursement of \$541.50 to Alexander Hazzan for expenses while attending the Fire Department Instructors Conference International in Indianapolis Indiana, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to approve the reimbursement of \$985.94 to Stephen K. Hodges Jr. for expenses while attending the Fire Department Instructors Conference International in Indianapolis Indiana, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to approve the reimbursement of \$533.50 to Kayla Hutchinson for expenses while attending the Fire Department Instructors Conference International in Indianapolis Indiana, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to approve the reimbursement of \$503.79 to Brandon Peters for expenses while attending the Fire Department Instructors Conference International in Indianapolis Indiana, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to approve the reimbursement of \$423.91 to Brandon Schmitt for expenses while attending the Fire Department Instructors Conference International in Indianapolis Indiana, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to approve the reimbursement of \$846.37 to Srdjan Sikirica for expenses while attending the Fire Department Instructors Conference International in Indianapolis Indiana, carried unanimously.
- Motion by Kwiatkowski, seconded by Multerer to approve the reimbursement of \$366.50 to Patrick Galvin for expenses while attending the Fire Department Instructors Conference International in Indianapolis Indiana, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to approve the reimbursement of \$569.50 to Paige Cosgrove for expenses while attending the Fire Department Instructors Conference International in Indianapolis Indiana, carried unanimously.

Motion by Galvin, seconded by Kwiatkowski to adjourn the meeting at 8:19 p.m., carried unanimously.

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Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, May 4, 2023

[\(video\)](#) - PW: RpEKkNb8

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

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Saturday, May 13, 2023

Chairman Multerer called the Buildings and Ground meeting to order at 10:03 a.m. in the Fire District Board Room and immediately suspended the Regular Order of Business. A Meeting Waiver Notice was signed by all Board members in attendance.

Fire Commissioners in attendance: Boehm, Galvin and Multerer. Also in attendance: Chief Peters, First Assistant Chief Whitehead Jr., Second Assistant Chief Fetes, Braun and Hodges. Unavailable: Kwiatkowski and Mastrella.

Chairman Multerer thanked everyone for attending and asked if there were any opening questions or statements. None were presented and the annual inspection of the Buildings and Ground commenced. During the examination, the following items were observed to be in need of repair and/or requested to be addressed or purchased. Appearing in order of inspection:

- Parking Lot - Concrete seams on the apparatus pads and blacktop around several receivers are in need of patching. Removal of a dead tree on the south west area of the property, possibly owned by the adjacent nursing home.
- Roof - Leak repair need in the Training Room area. Braun to followup with Grove Roofing.
- Billiards Room - Replace the cue holder and dispose of the grease board.
- Apparatus Room - Low water pressure reported on the 1 3/4" connections.

Chairman Multerer resumed the Regular Order of Business at 11:05 a.m. in the Fire District Board Room.

Approval of minutes: None

Correspondence Sent: None

Correspondence Received: None

Chief's Report: No Report

President's Report: No Report

Report of Committees

Alarm and Hydrant Committee: No Report

Apparatus Committee:

The 2023 Chevrolet Tahoe has a chipped windshield. Master Mechanic Chapin is arranging repair.

Convention Committee: No Report

Finance Committee: No Report

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Asst. Secretary/Dep. Treasurer

Saturday, May 13, 2023

Grant: No Report

Health Care Committee: No Report

House Committee:

The Board discussed the possibility of expanding the rear garage to the west to increase storage and removing all of the landscape berms at the rear of the property. The architect will be consulted regarding the Town of Amherst requirements regarding green space allocation.

Information Technology Committee: No Report

Inspection Committee: No Report

Insurance Committee: No Report

Jacket and Uniform Committee: No Report

Service Awards Committee: No Report

Motion by Galvin, seconded by Kwiatkowski to receive and file the committee reports, carried unanimously.

Unfinished Business:

- The Board continued the discussion on the sale of Engine #1. Motion by Boehm, seconded by Galvin to move forward with the resizing of the fleet and issue a Permissive Referendum for the sale of the engine, carried unanimously. Chairman Multerer directed Secretary Braun to publish a legal notice allowing the Egbertsville Fire District authorization to sell the 2008 Pierce Velocity pumper, depositing the proceeds into the Capital Reserve Truck Fund established for the purchase of apparatus and equipment.
- The Board continued the discussion of repurposing the Bunk/Fitness Room into an additional turnout gear dressing area, expanding the Communication Room into the Officers Room, and relocating the Officers Room into the current Coat Room. Motion by Boehm, seconded by Galvin to move forward with all of the proposed changes to the Bunk/Fitness, Communications, Officer, and Coat rooms and have the architect begin the design and pricing process, carried unanimously.

New Business:

Motion by Boehm, seconded by Galvin to approve the design changes to the business card format, carried unanimously.

Treasurer's Report:

Braun reported that Lumsden & McCormick LLP finished the Year 2022 Annual Update Document and Audit Report. Each Board member has been issued a copy of the report. Motion by Boehm, seconded by Galvin to receive and file the Year 2022 Annual Update and Audit Report with a copy forwarded to the Town of Amherst, carried unanimously.

Motion by Boehm, seconded by Galvin to adjourn the meeting at 11:17 a.m., carried unanimously.

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Asst. Secretary/Dep. Treasurer

Saturday, May 13, 2023

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

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Thursday, June 1, 2023

Chairman Multerer called the meeting to order at 6 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Boehm, Galvin, Kwiatkowski, Mastrella, and Multerer. Also in attendance: Chief Peters, President Gilson, Nicole Meeker (Penflex), Braun and Hodges.

Chairman Multerer immediately suspended the Regular Order of Business to discuss options to improve the existing Length of Service Award Program (LOSAP) with Penflex representative Nicole Meeker - Manager of Business Development and Accounts 518-394-7894.

Chairman Multerer resumed the Regular Order of Business at 6:25 p.m. and called for the approval of the May Minutes. Motion by Kwiatkowski, seconded by Galvin to approve the minutes of the Thursday, May 4, 2023 meeting as written, carried unanimously. Motion by Boehm, seconded by Mastrella to approve the minutes of the Thursday, May 13, 2023 meeting as written, carried unanimously.

Correspondence Sent:

- 05/08/2023 Email letter sent to Trevor Cooley advising the Board of Fire Commissioners has approved his request for a Fire District Physical Examination at Occustar Workplace Compliance.
- 05/08/2023 Email letter sent to Michael Greiner advising the Board of Fire Commissioners has approved his request for a Fire District Physical Examination at Occustar Workplace Compliance.
- 05/08/2023 Email letter sent to Aaron VanSchoonhoven advising the Board of Fire Commissioners has approved his request for a Fire District Physical Examination at Occustar Workplace Compliance.
- 05/08/2023 Email letter sent to Alejandro Rodriguez advising the Board of Fire Commissioners has approved his request for a Fire District Physical Examination at Occustar Workplace Compliance.
- 05/08/2023 Email letters sent to Occustar Workplace Compliance for Fire District Physical Examinations for Trevor Cooley, Michael Greiner, Aaron VanSchoonhoven and Alejandro Rodriguez.
- 05/19/2023 Email sent to Thomas O. Brady with Year 2023 Group Life Insurance Roster with the addition of new members and the removal of members no longer eligible for the coverage.
- 05/20/2023 Memorandum sent to Chief Peters regarding a reapplication for Laboratory Registration with the New York State Department of Health.
- 05/17/2023 Legal Notice to the Amherst Bee Permissive Referendum to sell One 2008 Pierce Velocity Pumper.
- 05/18/2023 Legal Notice to the Amherst Bee Starting Time Change for the June 1, 2023 Board of Fire Commissioners Meeting from 7:00 p.m. to 6:00 p.m. local time.
- 5/31/2023 Email sent to the City of Buffalo Director of Purchase, William L. Sunderlin, informing him of the mandatory referendum and bid process required for the potential sale of the 2008 Pierce Velocity Pumper.

Correspondence Received:

- 05/11/2023 Check in the amount of \$3.25 received from Patrick M. Galvin for Bottled Water charged to hotel room while attending FDIC and not deducted from Per Diem Reimbursement.
- 05/11/2023 Received a Certificate of Liability Insurance and Workers' Compensation Insurance from Arthur J. Gallagher Risk Management Services, LLC for Grove Roofing Services, Inc.
- 05/11/2023 Received W-9 Taxpayer Identification Form from Emergency Medical Products, Inc.

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Thursday, June 1, 2023

Correspondence Received (continued):

- 05/22/2023 Email received from Scheid Architectural advising they will be unable to provide the fire district site plan to the Town of Amherst.
- 05/22/2023 Notice received from Comerica Bank with LOSAP fund payments through May 11, 2023.
- 05/24/2023 Notice received advising Banyan Software, Inc. has acquired Alpine Software and the Red NMX Computer Program utilized by the Fire District.
- 05/28/2023 Request received from Donald Fetes to use fire district facilities on July 20, 2023 for a Fire Chiefs Picnic.
- 05/28/2023 Request received from Donald Fetes to use fire district facilities on August 6, 2023 for a Fire Department Softball League Picnic.
- 05/28/2023 Request received from Donald Fetes to use fire district facilities on August 1, 3, 5, 8, 10, 11 and 12, 2023 for an Erie County Pump Operators Training Course.
- 05/28/2023 Notice received from TruGreen Commercial Lawn Care advising a pesticide application will be applied at 4459 Bailey Avenue on June 1, 2023, copy to Caretaker.
- 05/28/2023 Received an updated Provident Insurance Solutions Privacy Policy for firefighter insurance.
- 05/28/2023 Email received from Chief Peters advising he will be out of town from 8:00 a.m. Sunday May 28, 2023 returning Monday, May 29, 2023 in the afternoon; Captain Michael Flynn will be Acting Second Assistant Fire Chief.
- 5/31/2023 Email received from Thomas O. Brady with information regarding the Group Life Insurance Renewal Proposal and updated Census.
- 5/31/2023 Email received from the City of Buffalo Director of Purchase, William L. Sunderlin, expressing interest in potentially purchasing the 2008 Pierce Velocity Pumper.

Motion by Kwiatkowski, seconded by Boehm to receive and file the correspondence, carried unanimously.

Chief's Report:

Chief Peters reviewed the following:

- Thanked the Board for exploring the expansion of the Length of Service Award Program (LOSAP) to assist with firefighter recruitment and retention.
- Reported the damage to a rear emergency warning light on the back bumper of Unit #9-1; requested repair and replacement for all three chiefs' vehicles to prevent future damage.
- Applicants Trevor Cooley, Michael Greiner, Alejandro Rodriguez, Nicholas Schmitt, and Aaron VanSchoonhoven have completed the physical examination requirements and are pending membership approval at the next meeting of the Egbertsville Hose Company.
- Updated the Board on the process of securing medical direction; met with UBMD and CHS; presented a tentative agreement for services with the Catholic Health System.
- Provided additional information regarding turnout gear bailout equipment retrofitting; intention to send five sets of gear out per month for retrofit; requiring several weeks for completion and return.

President's Report:

President Gilson reiterated the comments of Chief Peters thanking the Board for exploring the expansion of the Length of Service Award Program (LOSAP) to assist with firefighter recruitment and retention.

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Thursday, June 1, 2023

Report of Committees

Alarm and Hydrant Committee: No Report

Apparatus Committee:

Chief Peters reported that his committee continues to work on the desired specification for a new heavy rescue.

Convention Committee:

- Boehm reported on the 2023 Association of Fire Districts of the State of New York (AFDSNY) Annual Meeting and Leadership Summit that was held May 17-20, 2023 at the Turning Stone Resort & Casino in Verona, NY.
- Multerer, Galvin and Hodges will be attending the International Association of Fire Chiefs Symposium in the Sun 2023 November 9-12, 2023 in Clearwater Florida. Galvin would like the Board to consider authorizing Chief Peters to attend the seminar as well.

Finance Committee:

- The Board discussed fund transfers.
- Mastrella presented a number of budget and operational questions for discussion to obtain further understanding.

Grant:

- Mastrella reviewed potential grant opportunities and will be looking into them further.
- The Board was updated on the Apparatus Room Exhaust Removal project specification and answers were obtained to complete the specification.

Health Care Committee: No Report

House Committee:

- Multerer reported that the ice machine malfunctioned and the caretaker requested service from the vendor; Grove Roofing was out and assessed the roof. A quotation is pending; a number of parking lot receivers on the east side of the building are compromised and will be in need of repair.
- Galvin is in the process of obtaining information and cost estimates for concrete work around the property.
- Mastrella inquired about a previously requested water bottle filling system for the building water fountain. The Board explained the request was considered and denied.

Information Technology Committee: No Report

Inspection Committee:

Galvin reported on the Installation Dinner held May 13, 2023 at The Powerhouse by The Rich Entertainment Group located at 140 Lee St Buffalo, NY 14210. The Hose Company will submit an invoice next month for reimbursement.

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Thursday, June 1, 2023

Report of Committees (continued)

Insurance Committee:

Braun briefed the Board on the slightly increased insurance costs to date; the addition of the 2023 Chevrolet Tahoe and continued service of current Unit #5-1 are the source.

Jacket and Uniform Committee:

Multerer stated that the Hose Company has failed to provide the requested information regarding a potential jacket and job shirt change or addition. At this time, this project will be halted.

Service Awards Committee:

The Board discussed the options to improve the existing Length of Service Award Program (LOSAP) and is interested in moving forward.

Motion by Kwiatkowski, seconded by Galvin to receive and file the committee reports, carried unanimously.

Unfinished Business:

- Motion by Mastrella, seconded by Boehm to approve applicants Trevor Cooley (455 Franklin St. Apt. 5 Buffalo, NY, 14202 781-401-0351 cooleyt@merrimack.edu), Michael Greiner (1433 Sheridan Dr. Buffalo, NY, 14217 716-462-2640 1siq240@gmail.com), Alejandro Rodriguez (1319 Ransom Rd. Grand Island, NY, 14072 716-697-5785 lexrogue@gmail.com), Nicholas Schmitt (116 Lenore Rd. Egbertsville, NY 14226 nicholas.s.schmitt@gmail.com), and Aaron VanSchoonhoven (182 Whitfield Ave. Buffalo, NY, 14220 716-799-9755 vanschoon.aaron@yahoo.com) for active service pending Hose Company membership approval, carried unanimously.
- The Board reviewed the recommendation of contracting medical direction services from the Catholic Health System (CHS) for a cost of \$250.00 per year. Motion by Mastrella, seconded by Kwiatkowski to contract medical direction services from the Catholic Health System (CHS) for a cost \$250.00 per year, authorizing Chairman Multerer to sign the agreement upon review and approval of the fire district attorney, carried unanimously.
- The Board briefly discussed the ownership status of fire prevention and first aid equipment that will be obtained through an award secured by Legislator Jeanne Vinal to the Egbertsville Hose Company. The Board asked the Hose Company leadership to provide additional information and a target delivery date.
- The Board revisited the discussion on the potential sale of Engine #1 and the additional feedback from the attorney. Motion by Galvin, seconded by Mastrella to hold a mandatory referendum for the sale of the engine from 6 p.m. to 9 p.m. on Tuesday, August 8, 2023 carried unanimously. Chairman Multerer directed Secretary Braun to publish a legal notice regarding a mandatory referendum for the Egbertsville Fire District authorization to sell the 2008 Pierce Velocity pumper, depositing the proceeds into the Capital Reserve Truck Fund established for the purchase of apparatus and equipment.
- The Board continued discussion on the purchase of Microsoft Office Suite licenses. Additional quotations will be obtained for purchase consideration at the July meeting.

New Business:

- Motion by Boehm, seconded by Mastrella to purchase the warning lighting equipment for the chief vehicles as requested by the chief and outlined in his report for a total of \$418.10, carried unanimously.

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Thursday, June 1, 2023

New Business (continued):

- Motion by Galvin, seconded by Mastrella to approve the attendance of Chief Peters at the International Association of Fire Chiefs Symposium in the Sun 2023 November 9-12, 2023 in Clearwater Florida, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to have Penflex perform a cost evaluation for potential enhancement of the existing Length of Service Award Program (LOSAP) benefits program for the following options: \$25 per year for 40 years, \$25 per year for 50 years, \$30 per year for 40 years, and \$30 per year for 50 years, carried unanimously. The Board further discussed holding a required mandatory referendum supporting a potential alteration to the existing LOSAP benefits program and tentatively set Tuesday, August 8, 2023 from 6 p.m. to 9 p.m. for the process on a Motion by Kwiatkowski, seconded by Galvin, carried unanimously. Chairman Multerer directed Secretary Braun to begin to prepare a legal notice regarding the potential mandatory referendum to be finalized and published in accordance with NY State requirements.
- The Board discussed contracting an architectural firm upon learning that the current firm will not be available. The Board will meet with Ron Trigilio of RMT Architecture at the July meeting.
- Motion by Mastrella, seconded by Galvin to approve the use of facilities request received from Donald Fetes for July 20, 2023 for a Fire Chiefs Picnic, carried unanimously.
- Motion by Boehm, seconded by Galvin to approve the use of facilities request received from John Whitehead Jr. for July 23, 2023 for a family event, carried unanimously.
- Motion by Galvin, seconded by Mastrella to approve the use of facilities request from Donald Fetes on August 6, 2023 for a Fire Department Softball League Picnic, carried unanimously.
- Motion by Boehm, seconded by Mastrella to approve the use of facilities request from Ted Meyers on August 26, 2023 for a family event, carried unanimously.
- Motion by Boehm, seconded by Galvin to approve the use of facilities request received from Donald Fetes on August 1, 3, 5, 8, 10, 11 and 12, 2023 for an Erie County Pump Operators Training Course, carried unanimously.
- Motion by Mastrella, seconded by Boehm to approve the reimbursement of \$59.99 to Secretary/Treasurer Braun for the repair of his fire district owned Verizon Wireless iPhone, carried unanimously.
- Motion by Boehm, seconded by Galvin to renew the ESI Employee Assistance Group Renewal Agreement for the period July 1, 2023 to June 30, 2024 and pay the invoice in the amount of \$2,530.80, carried unanimously.
- Mastrella opened initial discussion on the following items: National EMS Week and department recognition options, State required fire commissioner training, election intentions, and the need for a member death protocol.

Treasurer's Report:

- Motion by Boehm, seconded by Mastrella to pay the bills in the amount of \$42,500.98 as detailed on the attached breakdown, carried unanimously.
- Motion by Mastrella, seconded by Galvin to pay the invoice of \$608.40 to Motorola Solution Inc. for six received radio batteries, carried unanimously.
- Motion by Kwiatkowski, seconded by Boehm to authorize the Treasurer or Deputy Treasurer to transfer \$42,000.00 from the M&T Bank Budget Savings Account to the M&T Bank Budget Checking Account to replenish the checking account, carried unanimously.

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Appointed Officers:

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Thursday, June 1, 2023

Treasurer's Report (continued):

- Motion by Mastrella, seconded by Galvin to approve the reimbursement of \$1,395.13 to Michael Boehm for expenses while attending the 2023 Association of Fire Districts of the State of New York (AFDSNY) Annual Meeting and Leadership Summit that was held May 17-20, 2023, carried unanimously.

Motion by Galvin, seconded by Boehm to adjourn the meeting at 8:16 p.m., carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
Michael J. Boehm – Vice Chairman
Patrick M. Galvin
John M. Kwiatkowski
Christina M. Mastrella

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, July 6, 2023

Chairman Multerer called the meeting to order at 7 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Boehm, Kwiatkowski, Mastrella, and Multerer. Also in attendance: Assistant Chief Whitehead Jr., Vice President Buttino, Brandon Schmitt, Braun and Hodges. Unavailable: Galvin.

Chairman Multerer immediately suspended the Regular Order of Business to meet with architect Ron Trigilio regarding rendering services to the fire district for various projects.

The Board reviewed the following submittal regarding the 2023 Chevrolet Tahoe Emergency Warning and Lighting request for proposals.

- 1075 Emergency Vehicles (2065A Harlem Rd. Cheektowaga, NY 14212 716714-9148) - \$15,190.57

Chairman Multerer resumed the Regular Order of Business at 7:24 p.m. and called for the approval minutes. Motion by Boehm, seconded by Mastrella to approve the minutes of the Thursday, June 1, 2023 meeting as written, carried unanimously.

Correspondence Sent:

- 06/02/2023 Letter and Renewal Agreement sent to ESI – Employee Assistance Group for the period 07/01/2023 to 06/30/2024.
- 06/13/2023 Tax Exemption Certifications sent to Trane Commercial Tax Department.

Correspondence Received:

- 06/06/2023 Received Certificate of Liability Insurance and Workers' Compensation Insurance from Willis Towers Watson Northeast, Inc. for Mistras Group, Inc.
- 06/06/2023 Received No-Trade Confirmation Notice from RBC Wealth Management for a LOSAP transaction May 26, 2023.
- 06/06/2023 Received a letter from Trane Commercial Tax Department requesting updated Tax Exempt Forms.
- 06/12/2023 Received a W-9 Taxpayer Identification Number and Certification from Conway Shield, Inc.
- 06/12/2023 Received a Certificate of Liability Insurance from US Select Insurance for John's Services Inc. dba John's Towing.
- 06/14/2023 Received acknowledgement from Trane Commercial Tax Department for the updated Tax Exemption Certifications.
- 06/30/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP Transaction dated June 20, 2023

Motion by Kwiatkowski, seconded by Boehm to receive and file the correspondence, carried unanimously.

Chief's Report:

Assistant Chief Whitehead Jr. reviewed the following:

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Asst. Secretary/Dep. Treasurer

Thursday, July 6, 2023

Chief's Report (continued):

- He and Chief Peters will be out of town July 14th through 16th. Captains Sikirica and Flynn will be the acting assistant chiefs.
- Informed the Board of minor damage to Truck #6 while operating at 410 Hartford Rd. Churchville inspected the outriggers and returned the truck to service.
- The Medical Direction Agreement documentation provided by Catholic Health Services (CHS) is in process.
- The 2023 Chevrolet Tahoe inservice process is ongoing. Awaiting a response from VSP regarding a graphics installation date.
- Requested the following equipment:
 - Witmer Public Safety - Four helmets and one helmet front for a cost of \$1,452.00
 - The Fire Store - 30 Glove straps for a cost of \$179.70
 - FM Communications - Three locker name plates for a cost to be determined
 - Churchville Fire Equipment - Five five gallon containers of Fireade foam for a cost to be determined

President's Report:

Vice President Buttino relayed that the Hose Company intends to purchase a replacement hot chocolate machine and seek reimbursement from the fire district.

Report of Committees

Alarm and Hydrant Committee:

Multerer reported that the updated hydrant marking is still in progress but close to completion.

Apparatus Committee:

Whitehead Jr. updated the Board on committee progress for a new heavy rescue and initial thoughts on the replacement of Truck #6. The Chief would like approval to send a committee to a manufacture's facility to conduct more in-depth research before the end of October. The Board is receptive to the request but requires a list of assigned committee members that would be participating.

Convention Committee: No Report

Finance Committee:

The Board discussed fund transfers.

Grant:

- Mastrella reviewed grant information opportunities and submittal processes. She further discussed the option for the fire district to contract a dedicated grant writer to pursue specific opportunities of need throughout the year. She will explore this further to possibly include in the 2024 budget. She asked the Board to pinpoint the areas of need in the coming months to focus the search for the grant writer.

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Thursday, July 6, 2023

Report of Committees (continued)

Grant (continued):

- The Board discussed the existing allocated grants that the Hose Company received through Erie County. John Buttino provided additional background on their intent and need for the chief to provide direction for current and future implementation. Assistant Chief Whitehead Jr. will speak with Chief Peters. Braun will consult the fire district auditor and attorney (if needed) regarding Hose Company grant assets being transferred to the fire district regarding legal and budgetary ramifications. The Board continues to be interested in grant opportunities for concrete repairs.

Health Care Committee: No Report

House Committee:

- Solar Liberty cleaned the roof mounted solar panels.
- Huron Plumbing inspected the report of low water pressure from all connections in the Apparatus Room. No issues were found.
- The ice machine is functional again. Caretaker Christopher is monitoring a potential switch issue.
- Boehm has a concern with a number of dead trees around the property. Braun will work on arranging removal.

Information Technology Committee: No Report

Inspection Committee:

Multerer reported that the 2024 Installation and Inspection Dinner may be held at the station.

Insurance Committee: No Report

Jacket and Uniform Committee:

Whitehead Jr. and Brandon Schmitt discussed changing the uniform job shirt style to a Carhartt. Schmitt provided examples and discussed, availability and pricing.

Service Awards Committee: No Report

Motion by Mastrella, seconded by Boehm to receive and file the committee reports, carried unanimously.

Unfinished Business:

- Motion by Boehm, seconded by Mastrella to transition the uniform job shirt style to the Carhartt brand and spend up to \$6,000.00 at local sole source provider Fifty Pennies Wholesale, carried unanimously. Whitehead Jr. was asked to finalize a recipient list in compliance with the Jacket and Uniform distribution best practice.
- Motion by Mastrella, seconded by Kwiatkowski to utilize Ronald Trigilio (25 S. Ellicott Williamsville, NY 14221 716-650-1553 rtrigilio.rmtarchitects@gmail.com) as the fire district architect on an as needed basis, carried unanimously.

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Thursday, July 6, 2023

Unfinished Business (continued):

- Motion by Boehm, seconded by Mastrella to accept the quotation for emergency lighting, warning, and miscellaneous equipment from 1075 Emergency Vehicles (2065A Harlem Rd. Cheektowaga, NY 14212 716-714-9148) for a cost of \$15,190.57.
- The Board has not yet received the Penflex cost evaluation for potential enhancement of the existing Length of Service Award Program (LOSAP) and would not be able to accurately communicate the information for an August mandatory referendum. The Board discussed moving the mandatory referendum date supporting a potential alteration to the existing LOSAP benefits program and to authorize the sale of the 2008 Pierce Velocity pumper, depositing the proceeds into the Capital Reserve Truck Fund established for the purchase of apparatus and equipment to Tuesday, September 5, 2023 from 6 p.m. to 9 p.m. Motion by Boehm, seconded by Mastrella, carried unanimously. Chairman Multerer directed Secretary Braun to prepare the required legal notices regarding the potential mandatory referendums to be finalized and published in accordance with NY State requirements.
- Motion by Boehm, seconded by Mastrella to contract Grove Roofing to inspect and repair the roof for a cost of \$1,340.00, carried unanimously.
- Motion by Mastrella, seconded by Boehm to purchase 25 Microsoft 2021 Office Suite licenses from Great Lakes IT Services for a cost of \$5,499.75, carried unanimously.
- The Board reviewed and approved the bid specification for the purchase and installation of an Apparatus Room source capture exhaust system. Motion by Boehm, seconded by Mastrella to issue the specification as written, carried unanimously. Chairman Multerer directed Assistant Secretary Hodges to publish a legal notice in accordance with NY State requirements.
- Mastrella asked the Board to revisit the line of duty death discussion and need for a focused policy regarding fire district specific authorizations. The Board was receptive and asked Mastrella to forward potential policy examples.
- Mastrella revisited the general discussion regarding a written job description for Caretaker Christopher. Braun was asked to gather any documentation for Board review.
- Mastrella inquired on the status of the recently ordered business cards and was informed that they were in process.
- Mastrella asked for clarification regarding her responsibilities towards the Needs Attention Project List process. Multerer provided direction.

New Business:

- Motion by Boehm, seconded by Mastrella to purchase the items requested by the chief as outlined in his report for a cost of \$1,631.70, carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to accept the quotation for a Sound Off Signal mPower arrow kit to substitute the Nforce rear light bar from the quote on June 6, 2023 for the 2023 Chevrolet Tahoe from 1075 Emergency Vehicles (2065A Harlem Rd. Cheektowaga, NY 14212 716714-9148) for a cost of \$731.60 as requested by Chief Peters, carried unanimously.
- Motion by Boehm, seconded by Mastrella to activate up to two National Fire Protection Agency (NFPA) Link accounts for a cost of \$149.00 each, carried unanimously
- Motion by Multerer, seconded by Boehm to provide a fire district International Association of Fire Chiefs (IAFC) membership for Mastrella for a cost of \$265.00, carried unanimously

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Thursday, July 6, 2023

New Business (continued):

- The Board engaged in a spirited discussion regarding life insurance and benefits available to the department firefighters and how to improve information distribution. Braun will gather information for consideration.
- Mastrella briefed the Board regarding recent New York State changes regarding pregnant employees. The Board will await further direction from associations.

Treasurer's Report:

- Motion by Boehm, seconded by Mastrella to pay the bills in the amount of \$69,800.41 as detailed on the attached breakdown, carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to authorize the Treasurer or Deputy Treasurer to transfer \$72,000.00 from the M&T Bank Budget Savings Account to the M&T Bank Budget Checking Account to replenish the checking account, carried unanimously.
- Motion by Boehm, seconded by Multerer to reimburse Christina Mastrella \$605.48 for travel to the National Fire Academy for the Inaugural Women's Weekend in Emmitsburg, Maryland June 24-26, 2023, carried unanimously.
- Motion by Boehm, seconded by Multerer to reimburse Christina Mastrella \$1,143.80 for costs associated with attendance and travel to the NFPA Conference in Las Vegas, NV June 18-22, 2023, carried unanimously.
- Motion by Boehm, seconded by Multerer to reimburse David Mastrella \$1,021.90 for attendance and travel to the NFPA Conference in Las Vegas, NV June 18-22, 2023, carried unanimously.
- Motion by Mastrella, seconded by Boehm to reimburse Galvin \$859.95 for costs associated with travel, lodging, and registration with the upcoming International Association of Fire Chiefs Symposium in the Sun 2023 November 9-12, 2023 in Clearwater Florida, carried unanimously.
- Motion by Mastrella, seconded by Boehm to reimburse Chief Peters \$1,017.82 for costs associated with travel, lodging, and registration with the upcoming International Association of Fire Chiefs Symposium in the Sun 2023 November 9-12, 2023 in Clearwater Florida, carried unanimously.

Motion by Boehm, seconded by Mastrella to adjourn the meeting at 9:32 p.m., carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
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Tuesday, August 1, 2023

Vice Chairman Boehm called the meeting to order at 6 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Boehm, Galvin, Mastrella, and Multerer (non-quorum). Also in attendance: Chief Peters, Assistant Chief Whitehead Jr., Assistant Chief Fetes, Mark Chapin, Srdjan Sikirca, Jim Tabor (Churchville Fire Equipment), Braun and Hodges. Unavailable: Kwiatkowski.

Vice Chairman Boehm welcomed the attendees and the Board engaged Chief Peters and his Apparatus Committee regarding their proposed preferred design to replace the current heavy rescue. Chief Peters outlined the detailed operational need for a tandem axle walk-in heavy rescue apparatus. Manufacture representative Tabor reviewed the overall design and answered questions. The Board was receptive to the apparatus concept and encouraged the continuation of the specification process.

Chief Peters identified the following committee members for the aerial replacement project: Peters, Whitehead Jr., Fetes, Chapin, Gentry, Sikirca, and D. Mastrella. A discussion was held with Manufacture representative Tabor regarding a facility site visit in September or October to support the design process of a new aerial.

The group briefly discussed consortium purchasing options. Braun will explore the possibility.

Motion by Galvin, seconded by Mastrella to adjourn the meeting at 6:42 p.m., carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

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Thursday, August 3, 2023

Chairman Multerer called the meeting to order at 7:00 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Boehm, Galvin, Mastrella, and Multerer. Also in attendance: Chief Peters, Assistant Chief Whitehead Jr., Assistant Chief Fetes, Vice President Buttino, Braun and Hodges. Unavailable: Kwiatkowski

Chairman Multerer immediately suspended the regular order of business to meet with MagneGrip representative Debbie Anstatt and Roger Algierer regarding the Apparatus Room Exhaust Extraction project.

Resuming the regular order of business at 7:28 p.m. Chairman Multerer called for approval of the minutes of the previous meetings.

Motion by Boehm, seconded by Mastrella to approve the minutes of the Thursday, July 6, 2023 meeting as written, carried unanimously.

Motion by Boehm, seconded by Mastrella to approve the minutes of the Tuesday, August 1, 2023 meeting as written, carried unanimously.

Correspondence Sent:

- 07/14/2023 Email sent to George M. Hauss, County of Erie Department of Real Property Tax Services advising the fire district has already paid the 2022 Tax Cancellations and Refunds.
- 07/20/2023 Email sent to Attorney Mattrey and Insurance Representative Brady regarding correspondence received from Gallagher Bassett regarding Notice of Claim by Clara Motley Stanton.
- 07/24/2023 Letter to Exempt Firefighter Donald F. Smith with Comerica Bank Direct Deposit Form as Mr. Smith is moving out of New York State.
- 07/26/2023 Notification of Withdrawal of Request for Public Assistance (RPA) sent to Recovery Section NYS DHSES in Albany, New York.
- 07/26/2023 Letter to Ronald Trigilio confirming his appointment as Architect for the Egbertsville Fire District.

Correspondence Received:

- 07/07/2023 Notice received from TruGreen advising of a pesticide application to a neighboring property July 11, 2023 at 4459 Bailey Avenue.
- 07/17/2023 Letter received from Gallagher Bassett regarding Notice of Claim by Clara Motley Stanton against the Egbertsville Hose Company.
- 07/21/2023 Sales Order Acknowledgement received from Traffic Safety Products division of Eberl Iron Works, Inc. for Flat-Bracket-Only for Fire Hydrant Flags to replace incorrect "L" Brackets.
- 07/24/2023 Notice received from firefly Admin. Inc. regarding their LOSAP Actuarial and Administration Services.
- 07/24/2023 Notice from The Pinsky Law Group announces Board of Director & Executive Officer Training for Emergency Service Leaders October 27-28, 2023 at the Turning Stone Resort and Casino.
- 07/25/2023 Email received from Mistras Group Inc. with Articulating Platform Inspection Report and Ground Ladder Service Testing Report for 2023.
- 07/26/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated July 19, 2023.

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Thursday, August 3, 2023

Correspondence Received (continued):

- 07/26/2023 Email received from Gallagher (Provident) Insurance regarding Renewal of Group Accident & Health Policy with additional coverage offer.
- 07/26/2023 Emails sent and received with Aire Deb Corp. representing Magnegrip Brand Exhaust Systems for the Apparatus Room.
- 07/31/2023 Notice received from the State of New York Workers' Compensation Board regarding the injury to Firefighter Kayla M. Hutchinson on March 29, 2023. The Administrative Decision indicates the possibility of a permanent disability.
- 08/02/2023 Email received from Penflex Inc. with Actuarial Cost Estimate to enhance the existing Length of Service Award Program.

Motion by Galvin, seconded by Mastrella to receive and file the correspondence, carried unanimously.

Chief Peters indicated his desire to discuss a sensitive personnel issue. Motion by Boehm, seconded by Mastrella to enter executive session to discuss a personnel matter at 7:41 p.m., carried unanimously. Chairman Multerer resumed the regular order of business at 8:26 p.m. after exiting executive session on a motion by Boehm, seconded by Mastrella, carried unanimously.

Chief's Report:

Chief Peters reviewed the following:

- All three chief officers will be out of town August 12 - 13, 2023. Immediate Past Chief Gentry would serve as acting chief.
- Expressed displeasure with the pace of the sale process for Engine #1. The Board explained the required process for the sale of apparatus.
- Reviewed a requested update to the department Unit #5-1 response policy.
- Reported that the annual hose test will be conducted August 12 - 13, 2023.
- Requested use of Truck #6 to attend the annual Tunnel to Towers event on September 16, 2023 and the use of Unit #7-1 to attend the Clarence Center Labor Day weekend celebration on September 2, 2023.
- Updated the Board on the progress of the bail out system retrofit process; targeting the end of year 2024; total potential cost of \$43,000. The Board is supportive of the initiative.
- The 2023 Chevrolet Tahoe is at the vendor for emergency warning, lighting, and equipment installation; targeting a September return date.
- Requested the following equipment:
 - Witmer Public Safety Group - Three MSA Altair gas meters for a total cost of \$2,985.00
 - Witmer Public Safety Group (NYS Contract) - Three full sets of Lion V-Force turnout gear for a cost of \$12,852.00
 - alertly.com - Fire Prevention Open Hose materials for a cost of \$1,238.00

President's Report:

Vice President Buttino reviewed the following:

- Submitted an invoice in the amount of \$14,256.60 for the 2023 Inspection and Installation Dinner.

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Thursday, August 3, 2023

President's Report (continued):

- Submitted a request for drill refreshment reimbursement. The Board will consider approval next month after verification.
- Reviewed the following event dates; Hose Company election of officers will be held on Saturday, December 9, 2023; June 1, 2024 has been targeted for the 2024 Installation and Inspection Dinner. The intent is to hold the event at the station.
- Requested a replacement monitor for the Hose Company Board Room to improve meeting versatility for a cost of \$379.99; asked the board to consider updated the Verizon television service receivers.
- Requested a water bottler filler for the Club Room for a cost not to exceed \$300.00.
- Reported that the Main Concourse monitor used to display digital historical images is now operating.

Report of Committees

Alarm and Hydrant Committee: No Report

Apparatus Committee:

- The Board discussed the new heavy rescue replacement; reconfirmed the aerial truck replacement committee members; reviewed potential dates to conduct a manufacture plant visit in September. The Board continues to be supportive of the research trip and asked for the list of specific attendees for approval.
- Chief Peters informed the Board that the operational need of the 2015 Chevrolet Tahoe is nearing an end.

Convention Committee: No Report

Finance Committee:

The Board discussed fund transfers.

Grant:

Mastrella reported on her meeting with Grant Masters based in Lewiston regarding options for pursuing funding.

Health Care Committee:

Braun asked Chief Peters to forward the in station date and roster of firefighters required to complete an annual firefighter physical.

House Committee:

- The Board discussed the work to be completed by Caretaker Christopher in the Front Parlor regarding the removal of the television and entertainment equipment and wall repair and painting.
- Galvin reviewed an estimate for the repair and replacement of concrete around the property.
- Boehm stated that Caretaker Christopher has requested a replacement vacuum that is battery powered.

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Thursday, August 3, 2023

Report of Committees (continued)

Information Technology Committee:

- The Board discussed the fire district owned cellphone devices through Verizon Wireless that are up for replacement at the end of August 2023. The Board will review options later this year as necessary; Multerer's cellphone malfunctioned and was replaced.
- Great Lakes IT Services is in the process of updating the Microsoft Office Suites on most of the computer systems. Two units failed to accept the installation and may need to be replaced.
- Multerer reported that Alpine Software has been purchased by Banyan Software. He will schedule a customer Q&A session in the future.

Inspection Committee: No Report

Insurance Committee:

The Board reviewed the Provident Insurance policy renewal information.

Jacket and Uniform Committee: No Report

Service Awards Committee:

The Board discussed the Length of Service Awards Program benefits Cost Evaluation Report provided by Penflex.

Motion by Boehm, seconded by Galvin to receive and file the committee reports, carried unanimously.

Unfinished Business:

- After discussion regarding grant funding requirements and associated costs, the Board decided to suspend the constant pursuit of grant funding on a Motion by Mastrella, seconded by Boehm, carried unanimously.
- The Board held a lengthy discussion regarding the Penflex Cost Evaluation report regarding the potential enhancement of the existing Length of Service Award Program (LOSAP). Galvin expressed concern that the Board did not have adequate time to review the information before making a decision at this time. The Board suspended the previously identified mandatory referendum date supporting a potential alteration to the existing LOSAP benefits program and to authorize the sale of the 2008 Pierce Velocity pumper that was scheduled for Tuesday, September 5, 2023 from 6 p.m. to 9 p.m. until a later date on a motion by Galvin, seconded by Boehm, vote: Boehm-aye; Galvin-aye; Mastrella-aye; Multerer-nay. Motion passed.
- The Board reviewed and discussed an example of a firefighter loss protocol provided by Mastrella and was receptive to creating a similar policy.
- Braun informed the Board that previously discussed caretaker responsibility documentation has been added to the Policy Book. A discussion regarding status of the caretaker responding to alarms while working was held. The caretaker is a salaried employee and not acting in that capacity while at incidents. Additionally, he is not expected/required to respond to alarms and does so only when firefighter workforce availability issues occur. Mastrella questioned compliance accuracy.

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Thursday, August 3, 2023

Unfinished Business (continued):

- Braun stated that there is no new information or action required regarding a pending lawsuit stemming from a civilian injury in which the individual in question claims to have been injured at a first aid call on June 19, 2022 at 3139 Sheridan Drive when an individual tripped over a stationary bag on the ground.
- The Board revisited the potential removal of several landscape berms to the rear of the property. Motion by Mastrella, seconded by Boehm to move forward with obtaining quotes for their removal, carried unanimously.

New Business:

- Motion by Boehm, seconded by Mastrella to purchase the items requested by the chief as outlined in his report for a total of \$17,075.00, carried unanimously.
- Motion by Mastrella, seconded by Boehm to purchase the items requested by the vice president as outlined in his report for a cost not to exceed \$679.99, carried unanimously.
- Motion by Boehm, seconded by Mastrella to purchase a Tornado Roam 13" upright battery powered vacuum from Corr Distributors for a cost of \$721.34, carried unanimously.
- The Board briefly discussed the possibility of all three chief officers being out of town at the same time conflicting with the Board's desire to maintain one of the three available. Motion by Boehm, seconded by Galvin to allow all three chief officers to be out of town August 12-13, 2023 and have immediate Past Chief Gentry serve as acting chief, carried unanimously.
- The Board briefly reviewed the requested update to the department Unit #5-1 response policy. Motion by Mastrella, seconded by Boehm to act on the requested change at the September meeting to allow more time to review the document, carried unanimously.
- Motion by Boehm, seconded by Galvin to approve the use of Truck #6 to attend the annual Tunnel to Towers event on September 16, 2023 and the use of Unit #7-1 to attend the Clarence Center Labor Day weekend celebration on September 2, 2023, carried unanimously.
- A brief discussion was held regarding the Hose Company invoice of \$14,256.60 towards the 2023 Installation and Inspection Diner. Motion by Mastrella, seconded by Boehm to only pay the budgeted amount of \$12,000.00, carried unanimously.
- Motion by Mastrella, seconded by Galvin to engage the architect and move forward with a project to repair the property concrete, carried unanimously.
- Motion by Galvin, seconded by Mastrella to renew the Provident Insurance agreement for the annual cost of the present plan for a cost of \$4,817.00, carried unanimously.
- Mastrella opened discussion regarding instituting department officer qualifications. Mastrella stressed the need to move in this direction. The Board held a lengthy discussion and is receptive to the possibility but wanted the Hose Company leadership to provide their suggestions as well. Chief Peters will research the subject.
- Chairman Multerer reminded the Board that the budgeting session will be held Thursday September 7, 2023 at 5 p.m. Mastrella will arrange dinner.

Treasurer's Report:

- Motion by Mastrella, seconded by Boehm to pay the bills in the amount of \$36,205.29 as detailed on the attached breakdown, carried unanimously.

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Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, August 3, 2023

Treasurer's Report (continued):

- Motion by Boehm, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to transfer \$35,000.00 from the M&T Bank Budget Savings Account to the M&T Bank Budget Checking Account to replenish the checking account, carried unanimously.
- Motion by Boehm, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to purchase an M&T Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$1,500,000.00 for 12 months at 4.98% Interest, carried unanimously.
- Motion by Boehm, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to purchase an M&T Bank Capital Reserve Equipment Fund Certificate of Deposit in the amount of \$300,000.00 for 12 months at 4.98% Interest, carried unanimously.
- Motion by Boehm, seconded by Galvin to authorize the Treasurer or Deputy Treasurer to purchase a Key Bank Capital Reserve Land and Building Fund Certificate of Deposit in the amount of \$700,000.00 for the best interest rate and time period available, carried unanimously.
- Motion by Boehm, seconded by Galvin to authorize the Treasurer or Deputy Treasurer to purchase a Key Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$750,000.00 for the best interest rate and time period available, carried unanimously.

Motion by Mastrella, seconded by Boehm to adjourn the meeting at 9:50 p.m., carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
Michael J. Boehm – Vice Chairman
Patrick M. Galvin
John M. Kwiatkowski
Christina M. Mastrella

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, September 7, 2023

Chairman Multerer called the meeting to order at 5 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Boehm, Galvin, Kwiatkowski (remote), Mastrella, and Multerer. Also in attendance: Chief Peters, Debbie Anstett (Aire-Deb Corp), Connor Peters, Braun and Hodges.

Chairman Multerer suspended the regular order of business to open received bids for the installation of an Apparatus Room exhaust extraction system. Two bids were received as follows:

Air Cleaning Systems Inc. (8 Sunset Dr. Suite #2 Latham, NY 12110): \$107,500.00
Aire-Deb Corp (1625 Lindan Ave. Alden, NY 14004): \$99,761.00

Chairman Multerer resumed the regular order of business at 5:07 p.m. and again immediately suspended the regular order of business to work on the Year 2024 Budget.

The Board members and chief collaborated to assemble the tentative Year 2024 Fire District Budget of \$1,590,499.00. After completing all of the necessary calculations, the tentative budget will be sent to the Town of Amherst Clerk and Comptroller. Additionally, a legal notice will be published announcing that the Annual Fire District Budget Hearing will be held on Tuesday, October 17, 2023 as required by New York State that the hearing be held during the third week of October. At 6:28 p.m. the Board members and the Egbertsville Hose Company leadership continued their budget discussion over dinner from Chefs' Restaurant (291 Seneca Street Buffalo, NY 14204) as follows: The potential need to replace the existing air bottle filling station to be compatible with current bottle specifications; a defibrillator software update to extend the use of the equipment while planning for eventual replacement.

Chairman Multerer resumed the regular order of business at 7:44 p.m. and called for the approval of minutes from the previous meeting.

Motion by Mastrella, seconded by Boehm to approve the minutes of the Thursday, August 3, 2023 meeting as written, carried unanimously.

Correspondence Sent:

- 07/13/2023 Email Legal Notice sent to Bee Publications Inc. seeking sealed bids for the Installation of an Apparatus Room Exhaust Extraction System.
- 07/19/2023 Email Legal Notice sent to Bee Publications Inc. advising of an Apparatus Replacement Meeting scheduled for August 1, 2023 at the fire hall.
- 08/16/2023 Thirty-nine (39) Annual Fire District Physical Examination notices sent to firefighters from a list provided by Chief Peters.
- 08/16/2023 Letter and Thirty-nine (3) Copies of Annual Fire District Physical Notices sent to Occustar Workplace Compliance. Copies of all documents forwarded to Chief Peters.
- 08/18/2023 Email sent to Mistras Group Inc.-Services Division advising of required adjustments completed and requesting Aerial Certification.
- 08/18/2023 Email sent to the Board of Fire Commissioners with copies of the two proposals for tree trimming and tree removal requesting which proposal provides all the required services other than the cost.

Egbertsville Fire District

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Asst. Secretary/Dep. Treasurer

Thursday, September 7, 2023

Correspondence Sent (continued):

- 08/24/2023 Email sent to AI's Tree Service Inc. with Purchase Order, Tax Exempt Forms and W-9 Form for Tree Trimming and Tree Removal Service.
- 08/29/2023 Email Legal Notice sent to Bee Publications Inc. seeking request for proposals for the removal of three large landscape berms at the fire hall.
- 08/29/2023 Email Legal Notice sent to Bee Publications Inc. advising of September 7, 2023 Regular Meeting of the Board of Fire Commissioners and advising of videoconferencing.
- 09/03/2023 Letter sent to Chief Brandon J. Peters requesting his assistance in completing a field check of all fire hydrants within the Egbertsville Fire District.
- 09/05/2023 Letter, Candidates Letters, Election Petitions and Candidates for District Office Policy sent to Mr. Tyrone P. Smith.
- 09/07/2023 Letter, Candidates Letters, Election Petitions and Candidates for District Office Policy sent to Ms. Christina M. Mastrella. (Delivered in hand at Board Meeting)

Correspondence Received:

- 08/03/2023 Email received from RBC Wealth Management regarding Fitch downgrade in Length of Service Award Investments. Copies forwarded to Board members.
- 08/07/2023 Request received from John Whitehead Jr. to use Fire District Facilities on September 30, 2023 Daughter's Birthday Party.
- 08/08/2023 Received a proposal from AI's Tree Service to trim, trim and grind trees around the property, cost \$7,950.00.
- 08/12/2023 Received a Certificate of Liability Insurance from The Evans Agency, LLC for Buffalo Erie Sign & Lighting LLC, DBA Flexlume.
- 08/14/2023 Received Kohler Awning Information Card requesting Awning and Side Curtain Fall Removal and Spring Installation Dates.
- 08/16/2023 Received an email from Verizon advising the Fire District Fios Business Internet Service needs attention. Copies for to Great Lakes IT Service and Asst. Secretary Hodges.
- 08/17/2023 Email received from AI's Tree Service to trim, trim and grind trees around the property, cost \$6,875.00.
- 08/17/2023 Email received from Chief Peters regarding a property damage only accident with Rescue #7-1 on a call at 28 University Court, very minor damage to the driver's side mirror. Copies forwarded to all Board Members and Insurance Agent Thomas O. Brady. Also received a hand written note from Fire Captain Srdjan Sikirica with second copy of the Town of Amherst Police Department Accident Information Exchange Form.
- 08/18/2023 Email received from Chief Peters regarding the Truck Committee travel to the Pierce Manufacturing Factory September 25-27, 2023 requesting the Boards approval.
- 08/20/2023 Letter received from Fire Districts of NY Mutual Insurance Co. Inc. advising they are transitioning medical bill review and pharmacy benefits management from CorVel to ManageAbility, Inc. as of September 1, 2023.
- 08/23/2023 W-9 Taxpayer ID and Certification Form received from Fifty Pennies (Amanda Cotter) for the purchase of various clothing items.

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Patrick M. Galvin
John M. Kwiatkowski
Christina M. Mastrella

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Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, September 7, 2023

Correspondence Received (continued):

- 08/24/2023 W-9 Taxpayer ID and Certification Form received from Al's Tree Service Inc. for Tree Trimming and Tree Removal.
- 08/30/2023 Received the August 2023 – September 2023 issue of Fire District Affairs from the Association of Fire Districts of the State of New York.
- 08/30/2023 Letter received from NOCO advising of their commitment to local fire services for fuel requirements and other services they provide.
- 08/30/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated August 18, 2023.
- 08/30/2023 Notice received from Aqua-Systems of WNY advising the underground lawn sprinkler system is scheduled to be closed down for the winter months on Tuesday, September 19, 2023.
- 08/30/2023 Email received from the Town of Amherst Comptroller's Office with Erie County Water Authority Fire Hydrant Inventory Listings for the Direct Service Area and the Leased Managed Area of the Egbertsville Fire District.
- 08/31/2023 Notice received that Firematic Supply Company, Inc. has acquired Churchville Fire Equipment Corp.
- 08/31/2023 Letter received from Fire Districts of New York Mutual Insurance Company announcing its new partnership for medical bill review and pharmacy benefits management; ManageAbility, Inc. for medical bill review and Prodigy Care Services, LLC for pharmacy benefits. A supply of wallet size identification cards came with this notification.

Motion by Galvin, seconded by Boehm to receive and file the correspondence, carried unanimously.

Chief's Report:

Chief Peters reviewed the following:

- Hose testing is now scheduled for September 12-13, 2023.
- The in station annual physical examinations will be held on Wednesday, October 4, 2023.
- Requested a dumpster be delivered after the Fire Prevention Open House on October 7, 2023 to facilitate cleanup.
- Reviewed acting chief coverage while he is out of town September 9-16, 2023; Captains Trometer and Sikirica.
- The Town of Amherst Ambulance Contract is up and one bid from Twin City Ambulance is being reviewed by the Chiefs' Association.
- Inquired about the proposed Bunk/Fitness Room conversion project.
- Requested travel approval for the three chief officers and master mechanic to an apparatus manufacturing facility in Appleton Wisconsin September 25-27, 2023 for heavy rescue and aerial apparatus research.
- Informed the Board that Elderwood at Amherst (4459 Bailey Ave, Amherst, NY 14226) has requested use of the parking lot to accommodate overflow attendance for an event at 6 p.m. on Wednesday, September 27, 2023.
- Requested the following equipment:
 - Hectors Hardware - Two chainsaws for a total of \$2,906.00
 - The Fire Store - 31 various size leather gloves, and one Gemtor harness for a total cost of \$2,777.00
 - Masimo – Various medical supplies for a total cost of \$2,842.00

President's Report: None

Egbertsville Fire District

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Thursday, September 7, 2023

Report of Committees

Alarm and Hydrant Committee:

- Multerer updated the Board on the progress of various hydrant installations within the district by the Erie County Water Authority.
- Braun asked Chief Peters to complete a verification of the hydrant inventory before January 2024.

Apparatus Committee: No Report

Convention Committee:

Multerer reiterated the upcoming attendance at the International Association of Fire Chiefs Symposium in the Sun 2023 November 9-12, 2023 in Clearwater Florida.

Finance Committee:

The Board discussed fund transfers.

Grant: No Report

Health Care Committee:

- Braun reported that notices regarding annual physicals have been sent to the applicable firefighters.
- The Board discussed the current content of the physicals to ensure compliance.

House Committee:

- The Board briefly discussed snow plowing and salting services for the upcoming season that will run November 1, 2023 to March 31, 2024. Pleased with the performance of Concept Concrete Construction (8846 Goodrich Rd. Clarence Center, NY 14032) last season, the contractor will be asked if they are interested in continuing the service and if so, to submit a proposal. Galvin will make contact.
- The Board discussed the condition of the Apparatus Room floor and the desire to re-stripe. Braun to obtain the contact information for the previous contractor.

Information Technology Committee:

Multerer reported the creation of a fire district group email account; the need to replace the computers in the President's Office and Company Officer's Office; and the need to replace the internet connectivity equipment for the Apparatus Room monitors.

Inspection Committee: No Report

Insurance Committee: No Report

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Thursday, September 7, 2023

Report of Committees (continued)

Jacket and Uniform Committee:

The assistant purchasing agent is waiting on information from vendor Fifty Pennies to place the job shirt order.

Service Awards Committee: No Report

Motion by Galvin, seconded by Mastrella to receive and file the committee reports, carried unanimously.

Unfinished Business:

- Motion by Boehm, seconded by Mastrella to set Thursday, October 19, 2023 at 6:00 p.m. local time for a special election mandatory referendum, to authorize the sale of the 2008 Pierce custom pumper and authorize the Fire District to enhance the existing Length of Service Award Program (LOSAP) to increase the benefits to an accrual rate of \$30.00 per month for a maximum service credit of 40 years to begin in 2024, carried unanimously. Chairman Multerer directed Secretary Braun to prepare a legal notice regarding the mandatory referendum in accordance with New York State requirements.
- Motion by Boehm, seconded by Galvin to approve the updated Unit #5-1 Egbertsville Hose Company Rapid Response Vehicle Standard Operating Procedure as written and submitted, carried unanimously.
- Motion by Mastrella, seconded by Boehm to approve travel for Commissioner Galvin, Chief Peters, Assistant Chief Whitehead Jr., Assistant Chief Fetes, Master Mechanic Chapin, and Assistant Secretary/Deputy Treasurer Hodges to an apparatus manufacturing facility in Appleton Wisconsin September 25-27, 2023 for continued heavy rescue and aerial apparatus research, carried unanimously.
- Motion by Boehm, seconded by Mastrella to sell the 2015 Chevrolet Tahoe through a sealed bid process, carried unanimously. Chairman Multerer directed Secretary Braun to prepare a legal notice regarding the bid notice in accordance with New York State requirements.

New Business:

- Motion by Mastrella, seconded by Boehm to purchase the items requested by the chief as outlined in his report for a total of \$8,525.00, carried unanimously.
- Motion by Mastrella, seconded by Boehm to allow all three chief officers to be out of town September 25-26, 2023 and have immediate Past Chief Gentry serve as acting chief, carried unanimously.
- Motion by Mastrella, seconded by Boehm to allow Elderwood at Amherst (4459 Bailey Ave, Amherst, NY 14226) to use the parking lot for overflow parking in the evening of September 27, 2023, carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to abolish the Grant Committee, carried unanimously.
- Motion by Boehm, seconded by Mastrella to purchase two Lenovo Desktop Core i5, 8GB RAM, 256GB SSD computers with Windows 11 Pro for the office of the President and Company Officer's at a total cost of \$2,130.00 from Great Lakes IT Services, carried unanimously.
- Motion by Boehm, seconded by Kwiatkowski. to approve the use of facilities request received from John Whitehead Jr. for 2 to 7 p.m. on September 30, 2023 for a birthday party, carried unanimously.
- Motion by Galvin, seconded by Boehm to hold the Annual Fire District Budget Hearing on Tuesday, October 17, 2023 at 7:00 p.m. local time, carried unanimously.

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Thursday, September 7, 2023

New Business (continued):

- Motion by Mastrella, seconded by Galvin to amend the current Fire District Procurement Policy to provide for consortium purchasing that would include cooperative purchasing with Sourcewell, carried unanimously.
- The Board discussed the seasonal removal and return of the rear awning. Braun will notify Kohler Awning to remove and store the awning on October 9, 2023 and reinstall it anytime during the first two weeks of May 2024.

Treasurer's Report:

- Motion by Boehm, seconded by Kwiatkowski to pay the bills in the amount of \$148,010.23 as detailed on the attached breakdown, carried unanimously.
- Motion by Boehm, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to transfer \$150,000.00 from the M&T Bank Budget Savings Account to the M&T Bank Budget Checking Account to replenish the checking account, carried unanimously.

Motion by Mastrella, seconded by Galvin to adjourn the meeting at 8:27 p.m., carried unanimously.

[\(video\)](#) - PW: Mfyvc4p6

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

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Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, October 5, 2023

Chairman Multerer called the meeting to order at 7 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Boehm (non-quorum), Galvin, Kwiatkowski, Mastrella, and Multerer. Also in attendance: Chief Peters, Assistant Chief Whitehead Jr., Assistant Chief Fetes, Braun and Hodges.

Chairman Multerer suspended the regular order of business to open received proposals for the removal of three landscape berms. One proposal was received as follows:

Galante Construction Landscaping, Construction, Site Work and Snowplowing (5 Brookedge Ct, Williamsville, NY 14221) - \$8,200.00

Chairman Multerer resumed the regular order of business at 7:04 p.m. and called for the approval of minutes from the previous meeting.

Motion by Mastrella, seconded by Kwiatkowski to approve the minutes of the Thursday, September 7, 2023 meeting as written, carried unanimously.

Correspondence Sent:

- 09/08/2023 Letter sent to RBC Wealth Management with Year 2023 Length of Service Award Program contribution as calculated by Penflex, Inc. Copy of letter to Penflex, Inc.
- 09/10/2023 Letter sent to Kohler Awning requesting fall removal of Patio Awning and Side Curtains on or after October 9, 2023 and Spring installation for the first half of May 2024.
- 09/11/2023 Email sent to M & T Bank Corporate VISA Accounts with completed form to add Stephen K. Hodges Jr. as an Administrator on the Fire District VISA Accounts.
- 09/19/2023 Letter and Year 2024 Tentative Budget sent to the Town of Amherst Comptroller.
- 09/19/2023 Letter and Year 2024 Tentative Budget sent to the Town of Amherst Clerk along with a request to post the October 17, 2023 Budget Hearing on the Town of Amherst Website.
- 09/19/2023 Letter sent to James J. Christopher regarding the Year 2023 Health Care Insurance Stipend.
- 09/19/2023 Memorandum to James J. Christopher advising the Erie County Water Authority is scheduled to come out on Thursday, September 28, 2023 to inspect/repair/replace the fire hall water meter.
- 09/19/2023 Letter to David C. Mastrella with Candidate Letter for Two Year Term of Office, Five Year Term of Office, Election Petitions and Candidates for District Office Policy for the upcoming election of Fire Commissioner.
- 09/20/2023 Letter to Kohler Awning Inc. advising the removal date of the Patio Awning and Side Curtains has changed from Monday October 9th to Monday October 16th, one day after the Egbertsville Hose Company Annual Open House.
- 09/22/2023 Letter sent to Firefighter John M. Kwiatkowski for annual fire district physical examination. Copy to Chief Peters.
- 09/22/2023 Letter sent to Occustar Workplace Compliance with copy of letter to Firefighter John M. Kwiatkowski. Copy to Chief Peters.
- 09/23/2023 Legal Notice in the Amherst Bee for Publication October 11, 2023 for the Annual Budget Hearing to be held on Tuesday, October 17, 2023.
- 09/26/2023 Letter to the Erie County Board of Elections with Request for Election Assistance Form for a Special Election to be held on Monday, October 30, 2023 from 6 pm to 9 pm.

Egbertsville Fire District

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Asst. Secretary/Dep. Treasurer

Thursday, October 5, 2023

Correspondence Sent (continued):

- 09/28/2023 Letter to the Erie County Board of Elections with Request for Election Assistance Form for a Special Election to be held on Tuesday, November 14, 2023 from 6 pm to 9 pm.
- 10/03/2023 Legal Notice in the Amherst Bee for Publication October 11, 2023 for a Special Election November 14, 2023 for the Sale of Engine #1 and the Enhancement Benefit for the LOSAP.
- 10/04/2023 Email to M & T Bank requesting them to correct Treasurer's home address on the Wilmington Trust Documents.

Correspondence Received:

- 09/11/2023 Email received from M&T Bank Corporate VISA Accounts with Program Administrator Add Form used to add Stephen K. Hodges Jr. as an Administrator on the Fire District VISA Accounts.
- 09/19/2023 Letter received from Fire Commissioner Michael J. Boehm advising he will not seek another term of office after completing his current term December 31, 2023.
- 09/19/2023 Letter received from Firematic Supply Company, Inc. (formerly Churchville Fire Equipment Corp.) advising the fire district apparatus is due for the annual pump testing.
- 09/20/2023 Letter received from M&T Bank advising the Egbertsville Fire District Capital Reserve Truck Fund Account may have suffered a recent global cybersecurity incident. No PINs, passwords or other sensitive data was accessed.
- 09/20/2023 Proposed Snow Plowing Contract received from Concept Concrete Construction for the period 11/01/2023 to 04/15/2024 in the amount of \$5,948.25. Salting of Parking areas, etc. will be at \$210.00 per application at the discretion of the contractor. The proposal also lists the cost of snow relocation and snow removal options.
- 09/20/2023 Letter and Certificate of Investment Powers documents for LOSAP account received from RBC Wealth Management.
- 09/27/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated 09/18/2023.
- 09/27/2023 Estimate received from Galante Construction Landscaping, Construction, Site Work and Snowplowing to knock down 3628 sq. ft. of bids, remove debris and grade out areas with fresh topsoil and seed \$8,200.00.
- 09/27/2023 Email received from the Erie County Board of Elections with a new Request for Election Assistance Form.
- 09/29/2023 Letter received from M&T Bank Corp. regarding last VISA Statement in the amount of \$623.58 was due 09/20/2023. Payment was made on 09/17/2023 check number 11202.
- 09/29/2023 Check received from the Erie County Board of Elections in the amount of \$325.00 for use of fire district facilities on Primary Election Day 2023.
- 09/29/2023 Letter received from RBC Mutual Fund Remediation C/O Rust Consulting Inc. advising the Egbertsville Fire District account will be credited \$733.13 for conversion of Pimco Funds, Virtus Funds, and/or Allianz Funds that were not cost effective share class.
- 10/03/2023 Letter received from M & T Bank advising the fire district collateralized deposits will be migrating to Wilmington Trust (WT) in place of Bank of New York Mellon.
- 10/03/2023 Notice from National Fuel regarding Class C Range Off at Appliance, need to contact National Fuel.

Motion by Galvin, seconded by Mastrella to receive and file the correspondence, carried unanimously.

Egbertsville Fire District

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Commissioners:

Brian K. Multerer – Chairman
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Patrick M. Galvin
John M. Kwiatkowski
Christina M. Mastrella

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, October 5, 2023

Chief's Report:

Chief Peters reviewed the following:

- Notified the Board that a number of individuals failed to complete the required New York State Sexual Harassment Awareness training.
- Reported that the front Apparatus Room pedestrian door is still malfunctioning.
- Reviewed his findings regarding the Apparatus Room Exhaust Extraction project bids.
- Requested approval to obtain a firefighter physical for the following candidates:
 - Erin Drexinger (Hours - 2315 Hopkins Rd Getzville, NY 14068 edrexinger@elderwood.com 716-931-1938
 - Ben Collins (35 Brinton Street Buffalo, NY 1421 bc105501@gmail.com 646-670-6115
 - Jonathon Beck (Jr FF - 31 Fairchild Dr. Amherst NY 14226 jdb200748@gmail.com 716-290-5395
- Requested approval for the following training participation:
 - Fire Department Instructors Conference International (FDIC) April 15 – 20, 2024 in Indianapolis Indiana – Attendance for up to six firefighters.
- Requested the following equipment:
 - Mckesson Medical – Various medical supplies for a total cost of \$1,374.89
 - Witmer Public Safety Group - Hose adaptors for a total cost of \$7,761.00

President's Report: None

Report of Committees

Alarm and Hydrant Committee:

Multerer discussed two recently passed Town of Amherst resolutions that approve fire hydrant installations and assign financial responsibility to the fire district without Board knowledge or review. The Board asked Chief Peters to look into the town process and authority regarding this.

Apparatus Committee:

Galvin and Peters reported on the recent apparatus manufacturing facility trip; the heavy rescue specification is nearing completion. However, Chief Peters has opened additional discussion with his staff regarding the operational need for the vehicle as currently designed and will report back in November with a final recommendation; the initial aerial design has been identified and is moving forward. There is a strong possibility that this specification will come together quickly in the next quarter.

Convention Committee:

Multerer reiterated the upcoming attendance at the International Association of Fire Chiefs Symposium in the Sun 2023 November 9-12, 2023 in Clearwater Florida.

Finance Committee:

The Board discussed fund transfers.

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Thursday, October 5, 2023

Report of Committees (continued)

Health Care Committee:

Boehm reported that the annual firefighter physicals scheduled at the station October 4, 2023 were completed. The Board briefly revisited using the Fire District Board Room for the in station physicals. There was no interest in changing the current practice of not allowing use of the area.

House Committee:

- Multerer updated the Board on various building projects; the architect is moving forward with the site plan revision; building prints have been digitized and placed on the server; the architect conducted a site review with an engineering firm to look at the concrete project.
- Braun reported that on Friday, September 22, 2023 Multerer requested that National Fuel be notified of a possible natural gas leak near the exterior natural gas meter. National Fuel was notified and sent various crews out to dig up the gas piping and make the necessary repairs. During this outage the two boilers, hot water heater and natural gas appliances in the Kitchen and around the building were checked and turned off as necessary. One natural gas fired stove in the Kitchen was turned off and not turned back on by National Fuel as they were not familiar with the operation of the unit. Fire District Caretaker Jim Christopher turned on the natural gas and returned the stove to operational status. National Fuel sent a letter to the fire district regarding this unit that was not turned back on by their employees. Caretaker Christopher contacted National Fuel to resolve any outstanding issues in this regard.

Information Technology Committee:

The Board discussed cellular device replacements and additions.

Inspection Committee:

Galvin reported that the 2024 Inspection and Installation Dinner will be Saturday, June 1, 2024 at the station and that a caterer has been selected.

Insurance Committee: No Report

Jacket and Uniform Committee:

Hodges informed the Board of the moderate progress regarding the job shirt procurement.

Service Awards Committee: No Report

Motion by Mastrella, seconded by Kwiatkowski to receive and file the committee reports, carried unanimously.

Unfinished Business:

- Motion by Mastrella, seconded by Galvin to contract Galante Construction for the removal of three landscape berms, remove debris, and grade out areas with fresh topsoil and seed for a cost of \$8,200.00, carried unanimously.

Egbertsville Fire District

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Thursday, October 5, 2023

Unfinished Business (continued):

- The Board discussed the bids for the installation of an Apparatus Room exhaust extraction system. Motion by Mastrella, seconded by Galvin to disqualify the bid from Aire-Deb Corp (1625 Lindan Ave. Alden, NY 14004) for specification non-compliance and accept the bid from Air Cleaning Systems Inc. (8 Sunset Dr. Suite #2 Latham, NY 12110) for a cost of \$107,500.00, pending fire district attorney review and confirmation, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to contact Builders' Hardware for parts and/or service to repair the the Apparatus Room front pedestrian door for a cost not to exceed \$1,000.00, carried unanimously.
- Motion by Mastrella, seconded by Galvin to spend up to \$1,500.00 for building materials and supplies to support the upcoming Fire Prevention Open House, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to purchase two MeLe Fanless Mini PC Quieter3Q from Grate Lakes IT Services for use in the Apparatus Room monitors for network and internet connectivity, carried unanimously.
- Motion by Galvin, seconded by Mastrella to contract Stonehard to repair damaged areas of the Apparatus Room floor and install new lane designation markings for a cost of \$9,995.00, carried unanimously. Chairman Multerer directed Hodges to issue a permissive referendum notice to authorize the Egbertsville Fire District to spend up to ten thousand dollars (\$10,000.00) for the repair and marking of the Apparatus Room floor at 1880 Eggert Road. The cost of these services to be paid out of funds presently on deposit in the Capital Reserve Land and Building Fund.
- Motion by Mastrella, seconded by Kwiatkowski to add Hodges to the Verizon wireless plan and replace the cellular devices now eligible for upgrade with accessories through Verizon at the contractual rate of the fire district plan for Peters, Whitehead Jr., and Kwiatkowski, Braun, carried unanimously.
- Motion by Galvin, seconded by Mastrella to contract Concept Concrete Construction for snow plowing and salting services for the 2023-2024 season – November 1, 2023 to April 15, 2024 for a cost of \$5,948.25 for snow plowing and \$210.00 for each application of salt, as needed to be determined by the contractor, carried unanimously.
- Motion by Mastrella, seconded by Galvin to adopt the Sexual Harassment Complaint form with alterations, carried unanimously.
- Motion by Galvin, seconded by Mastrella to purchase one Achiver Charbroiled 36" gas grill with accessories to replace the malfunctioning grill in the Kitchen Main Ford General Supply for a state contract cost of \$7,454.00 , carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to adopt the Member Loss policy with alterations, carried unanimously.
- The Board briefly discussed officer qualifications. Chief Peters was not yet ready to provide his recommendations.

New Business:

- Motion by Galvin, seconded by Mastrella to purchase the items requested by the chief as outlined in his report for a total of \$9,135.89, carried unanimously.
- Motion by Mastrella, seconded by Galvin to suspend the activity and building access for the following individuals that failed to complete the required New York State Sexual Harassment Awareness training: James Aprile, Tori Benson, Kenneth Bevilaqua, James Blatz, Patrick Boyle, Michael Buttino, William Carr, Trevor Cooley, Paul Dowling, Gene Jerge, George Lindner, Arthur Mazikowski, William Mohr, Michael Rotola, Gary Schaut, Tom Sciortino, Robert Stachowski, David Stephan, and George Zammit, carried unanimously.

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
Michael J. Boehm – Vice Chairman
Patrick M. Galvin
John M. Kwiatkowski
Christina M. Mastrella

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, October 5, 2023

New Business (continued):

- Motion by Mastrella, seconded by Kwiatkowski to approve candidate physical examinations for Erin Drexinger (2315 Hopkins Rd Getzville, NY 14068 edrexinger@elderwood.com 716-931-1938), Ben Collins (35 Brinton Street Buffalo, NY 1421 bc105501@gmail.com 646-670-6115), and Jonathon Beck (Jr FF - 31 Fairchild Dr. Amherst NY 14226 jdb200748@gmail.com 716-290-5395), carried unanimously.
- Motion by Galvin, seconded by Mastrella to approve the attendance of up to six firefighters at the Fire Department Instructors Conference International (FDIC) April 15-20, 2024 in Indianapolis Indiana, carried unanimously
- The Board discussed the replacement of the aerial apparatus. Motion by Kwiatkowski, seconded by Galvin to move forward with the specification process for a new aerial apparatus, carried unanimously. Chairman Multerer directed Hodges to issue a permissive referendum notice to authorize the Egbertsville Fire District to spend up to two million five hundred thousand dollars (\$2,500,000.00) to purchase, equip and replace the 2001 Pierce Lance aerial vehicle. The purchase to be paid out of funds currently on deposit in the Capital Reserve Truck Fund established for the purchase of apparatus and equipment.
- Motion by Kwiatkowski, seconded by Galvin to approve a request from Fire Commissioner Michael J. Boehm to purchase his existing fire district iPhone and retain his current cellular telephone number at the end of his term in 2023 for a cost of \$150.00, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to authorize Chairman Multerer to sign the RBC Cas Management Account Application as Primary Contact and RBC Wealth Management Advisory Master Service Agreement as Primary Contact, carried unanimously.
- Chairman Multerer reminded the Board of the upcoming 2024 Public Budget Hearing on Tuesday, October 17, 2023 at 7:00 p.m.

Treasurer's Report:

- Motion by Galvin, seconded by Kwiatkowski to pay the bills in the amount of \$49,804.54 as detailed on the attached breakdown, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to transfer \$50,000.00 from the M&T Bank Budget Savings Account to the M&T Bank Budget Checking Account to replenish the checking account, carried unanimously.
- As reflected in the Correspondence Received, M&T Bank Custodian for Fire District Collateral is being changed from Bank of New York Mellon to Wilmington Trust. The Board approved the transition on a motion by Mastrella, seconded by Kwiatkowski, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to pay the invoice from Trane for boiler repair service in the amount of \$969.00, carried unanimously.

Motion by Galvin, seconded by Kwiatkowski to adjourn the meeting at 8:31 p.m., carried unanimously.

Egbertsville Fire District

1880 Eggert Road
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Commissioners:

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John M. Kwiatkowski
Christina M. Mastrella

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Raymond F. Braun
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Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, October 5, 2023

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
Michael J. Boehm – Vice Chairman
Patrick M. Galvin
John M. Kwiatkowski
Christina M. Mastrella

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, November 2, 2023

Chairman Multerer called the meeting to order at 7 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Galvin, Kwiatkowski, Mastrella, and Multerer. Also in attendance: Chief Peters, Assistant Chief Whitehead Jr., David Mastrella, Braun and Hodges. Unavailable: Boehm (remote technology issues).

Motion by Kwiatkowski, seconded by Mastrella to approve the minutes of the Thursday, October 5, 2023 meeting as written, carried unanimously.

Motion by Galvin, seconded by Kwiatkowski to approve the minutes of the Tuesday, October 17, 2023 2024 Budget Public Hearing as written, carried unanimously.

Correspondence Sent:

- 10/09/2023 Letter to RBC Wealth Management with LOSAP RBC Cash Management Account Application and RBC Advisory master Services Agreement signed by Chairman Multerer.
- 10/06/2023 Letter to the Egbertsville Hose Company with a list of members that have not completed the required New York State Sexual Harassment Awareness Training and advising their electronic Key Fobs have been deactivated.
- 10/06/2023 Letter to the Egbertsville Firemen's Benevolent Association with a list of members that have not completed the required New York State Sexual Harassment Awareness Training and advising their electronic Key Fobs have been deactivated.
- 10/12/2023 Letter sent to prospective Firefighter Ben Collins to obtain a fire district physical examination at Occustar Workplace Compliance. Copy to Occustar Workplace Compliance and Chief Peters.
- 10/12/2023 Letter sent to prospective Junior Firefighter Jonathon Beck to obtain a fire district physical examination at Occustar Workplace Compliance. Copy to Occustar Workplace Compliance and Chief Peters.
- 10/12/2023 Letter sent to prospective Firefighter Erin Drexinger to obtain a fire district physical examination at Occustar Workplace Compliance. Copy to Occustar Workplace Compliance and Chief Peters.
- 10/12/2023 Letters sent to Occustar Workplace Compliance authorizing fire district physical examinations for prospective Firefighter Ben Collins, prospective Junior Firefighter Jonathon Beck and prospective Firefighter Erin Drexinger. Copies to Chief Peters.
- 10/18/2023 Email sent to the Amherst Bee with a Legal Notice regarding WebEx access to the November 2nd and December 7th Board of Fire Commissioners Meetings from 5685 Trailwinds Dr. Unit #714, Fort Myers, FL.
- 10/19/2023 Email sent to Air Cleaning Systems Inc. advising their bid for the Apparatus Room Installation of an Exhaust Extraction System was accepted by the Board of Fire Commissioners.
- 10/19/2023 Email sent to Aire Deb Corp. advising their bid for the Apparatus Room Installation of an Exhaust Extraction System was not successful.
- 10/20/2023 Email sent to Key Bank requesting information on monthly or quarterly statements on Capital Reserve Land & Building Fund and Capital Reserve Truck Fund Certificates of Deposit. Response Key Bank will only issue a statement for these investments 30 days prior to maturity.
- 10/20/2023 Email sent to M&T Bank requesting information on monthly or quarterly statements on Capital Reserve Equipment Fund and Capital Reserve Truck Fund Certificates of Deposit. Response M & T Bank will only issue a statement for these investments 30 days prior to maturity.
- 10/20/2023 Email sent to M&T Bank with signed Wilmington Trust New Third Party Custodian Agreement for collateralized deposits in place of Bank of New York Mellon Collateral Agreement.

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
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Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, November 2, 2023

Correspondence Sent (continued):

- 10/25/2023 Letter sent to Mrs. Karen A. Cumpston, 322 Allenhurst Road confirming her willingness to serve on the Egbertsville Fire District Board of Elections for the November 14, 2023 Special Election and December 12, 2023 for the Annual Election.
- 10/25/2023 Email sent to Firematic Supply Company, Inc. with Fire District Tax Exempt Certificates and a request for a W-9 Taxpayer Identification Number and Certification Form.
- 11/01/2023 Email sent to Eagle Systems Inc. with updated Tax Exemption Certifications for fire district purchases.

Correspondence Received:

- 10/11/2023 Letter received from FASNY with 2023 Holiday Appeal for the Firefighter's Home on the Hudson.
- 10/16/2023 Email received from Thomas O. Brady with ESIP Renewal Survey, renewal date 03/01/2024.
- 10/17/2023 Received an updated Pitney Bowes Purchase Power® Terms and Conditions for the fire district postage machine.
- 10/17/2023 Received a Facility Services Rental Service Agreement from Cintas, 60 month term, for entrance mat services.
- 10/20/2023 Email received from Air Cleaning Systems, Inc. with W-9 Form and Certificate of Liability Insurance and Workers' Compensation Insurance for the installation of the Apparatus Room Exhaust Extraction System.
- 10/24/2023 Emails received from M&T Bank and Wilmington Trust to setup online access to Collateral Statements; replaces New York Melon Bank Collateral Statements.
- 10/26/2023 Letter and Election Petitions received from Tyrone P. Smith for the five year term of Fire Commissioner beginning January 1, 2024.
- 10/26/2023 W-9 Taxpayer Identification Number and Certification Form received from Firematic Supply Co. Inc.
- 10/26/2023 W-9 Taxpayer Identification Number and Certification Form received from Galante Construction.
- 10/31/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated 10/18/2023.
- 10/31/2023 Letter received from ESIP by McNeil & Co. regarding the renewal process for the NYS Volunteer Firefighter Cancer Insurance Program.
- 10/31/2023 Letter received from Hose Bros. LLC regarding their Fire Hose Testing and NFPA Ground Ladder Testing services.
- 10/31/2023 Letter and 2023-2024 Service Fee Agreement and Invoice received from Penflex Actuarial Services LLC for the LOSAP. The Agreement requires the signature of Chairman Multerer.

Motion by Mastrella, seconded by Galvin to receive and file the correspondence, carried unanimously.

Chief's Report:

Chief Peters reviewed the following:

- Reported that the 2023 Chevrolet Tahoe is now in service as Unit #5-1.
- Stated that a Self Contained Breathing Apparatus (SCBA) demonstration drill will be scheduled in the future.
- Reported that the existing air compressor may not need to be replaced to support the newer Self Contained Breathing Apparatus that will be purchased in the future. However, the equipment may require adaptive work.
- Provided an updated Training for Intervention Procedures (TIPS) completion list for 2024.

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Thursday, November 2, 2023

Chief's Report (continued):

- Notified the Board that the turnout gear retrofitting process is progressing and should be completed by the end of the year. The fire district would need to purchase the complete system by the end of the year for a target inservice date of January 2024.
- Updated the Board on the compliance of remaining individuals requiring the annual Sexual Harassment Awareness training.
- Reported that he continues to work on a proposal for officer qualifications and requested additional direction from the Board which was provided.
- Stated that applicants Erin Drexinger (2315 Hopkins Rd Getzville, NY 14068 edrexinger@elderwood.com 716-931-1938), Ben Collins (35 Brinton Street Buffalo, NY 14214 bc105501@gmail.com 646-670-6115), and Jonathon Beck (Jr FF - 31 Fairchild Dr. Amherst NY 14226 jdb200748@gmail.com 716-290-5395) are scheduled to complete the physical examination requirement and are pending membership approval at the next meeting of the Egbertsville Hose Company.
- Requested the following equipment:
 - Witmer Public Safety Group - Custom FireTech2 Firefighter Bailout System for a total cost of \$17,720.00
 - Wall Shields - Custom table for use in the Apparatus Room for a total cost of \$3,900.00
 - 1075 Emergency Vehicles - Havis tablet mount for a total cost \$251.00

President's Report: No Report

Report of Committees

Alarm and Hydrant Committee: No Report

Apparatus Committee:

- Chief Peters updated the Board on the progress of the revised rescue and aerial replacement concepts, with a goal for completion before the end of the year.
- Chief Peters requested that the Board identify a preferred vendor for the exhaust extraction system tailpipe modifications. The Board directed Peters to consult Master Mechanic Chapin.

Convention Committee:

Multerer reiterated the attendance of Chief Peters and some Board members at the upcoming International Chiefs' Association Symposium in the Sun event in Clearwater Florida November 8-12, 2023.

Finance Committee:

The Board discussed fund transfers.

Health Care Committee:

Multerer stated that the annual firefighter physical examinations are progressing and are required to be completed by November 30, 2023.

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Thursday, November 2, 2023

Report of Committees (continued)

House Committee:

Galvin expressed some disappointment in the topsoil makeup used by the landscape company that was contracted to remove the berms. If required in the spring, the company can be contacted to return and address any issues.

Information Technology Committee:

- The Board was made aware of a pending no cost RedAlert software update that will bring improved stability and mapping capabilities, is built on the latest development tools that will allow for compatibility with future versions of windows, web browsers, mapping, weather mapping, dashboards, and email communication.
- Multerer reported that the mini pc's have been installed for the Apparatus Room monitors. One monitor has an issue displaying the desired content and is being worked on.
- Chief Peters stated that Assistant Chief Fetes continues to have a slow desktop. The Board will contact Great Lakes IT Services for service.

Inspection Committee: No Report

Insurance Committee:

Braun stated that Potter Harris & Scherrer representative, Thomas O. Brady, would like to present updates on the 2023 Fire District Insurance coverage in February 2024 pending his availability. The Board is receptive. Braun further reported on the completion of the insurance renewal documents.

Jacket and Uniform Committee: No Report

Service Awards Committee:

The Board reviewed the Penflex Actuarial Services, LLC 2023-2024 Service Agreement that outlines the standard system costs with the options for the NYS LOSAP Audit Package for a fee of \$595.00; the other GASB 73 Package for a fee of \$1,100.00 is not required by the Egbertsville Fire District.

Motion by Kwiatkowski, seconded by Mastrella to receive and file the committee reports, carried unanimously.

Unfinished Business:

- Motion by Mastrella, seconded by Galvin to approve applicants Erin Drexinger (2315 Hopkins Rd Getzville, NY 14068 edrexinger@elderwood.com 716-931-1938), Ben Collins (35 Brinton Street Buffalo, NY 14214 bc105501@gmail.com 646-670-6115), and Jonathon Beck (Jr FF - 31 Fairchild Dr. Amherst NY 14226 jdb200748@gmail.com 716-290-5395) for active service pending physical examination results and Hose Company membership approval, carried unanimously.
- The Board discussed the the town process and authority for hydrant installation. Chief Peters reported that the Town of Amherst Engineering group is working to close a gap in their process to ensure fire district inclusion. Currently, the Town of Amherst has authority for hydrant installations due to the ownership of the of the existing main supply line extending through the town.

Eggersville Fire District

1880 Eggert Road
Eggersville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
Michael J. Boehm – Vice Chairman
Patrick M. Galvin
John M. Kwiatkowski
Christina M. Mastrella

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, November 2, 2023

Unfinished Business (continued):

- The Board briefly discussed the replacement of the network server. Motion by Mastrella, seconded by Kwiatkowski to purchase one Lenovo ST250 40GB Ram Windows Server 2022 with ten user calls from Great Lakes IT Services for the government pricing cost of \$8,582.99, carried unanimously.
- The Board held a lengthy discussion regarding the potential job shirt garment purchase from Fifty Pennies. Motion by Galvin, seconded by Mastrella to rescind the previously approved motion to transition the job shirt specification and vendor to Fifty Pennies and revert to the previously utilized specification from United Uniform. Further, to approve the purchase of 50 garments from Fifty Pennies per the received quotation of \$3,419.50, carried unanimously.
- The Board was updated on the Apparatus Room floor repair and re-marking project. Weather has prevented the exterior paint work and a completion date is being identified.
- The Board discussed the Apparatus Room exhaust extraction funding. Motion by Kwiatkowski, seconded by Mastrella to issue a permissive referendum notice to authorize the Eggersville Fire District to spend up to twenty thousand dollars (\$20,000.00) for the installation of an exhaust extraction system and associated costs in the Apparatus Room at 1880 Eggert Road. The cost of these services to be paid out of funds presently on deposit in the Capital Reserve Land and Building Fund, carried unanimously. Chairman Multerer directed Hodges to issue the referendum.
- The Board discussed the Custom FireTech2 Firefighter Bailout System and funding. Motion by Kwiatkowski, seconded by Galvin to issue a permissive referendum notice to authorize the Eggersville Fire District to spend up to nineteen thousand dollars (\$19,000.00) for the purchase of equipment. The cost of these services to be paid out of funds presently on deposit in the Capital Reserve Equipment Fund, carried unanimously. Chairman Multerer directed Hodges to issue the referendum.
- Motion by Kwiatkowski, seconded by Galvin to contract a surveyor to conduct a boundary and topographic survey of the property in support of the revised Site Plan for a cost not to exceed \$7,000.00, carried unanimously. Hodges will engage the architect regarding the service.
- Motion by Kwiatkowski, seconded by Mastrella to adopt the Year 2024 Fire District Budget in the amount of \$1,590,499.00, carried unanimously.

New Business:

- Motion by Galvin, seconded by Kwiatkowski to purchase the items requested by the chief as outlined in his report for a total of \$21,871.00, carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to appoint Mrs. Karen A. Cumpston, 322 Allenhurst Road as an Election Inspector for the November 14, 2023 Special Fire District Election and for the December 12, 2023 Annual Fire District Election, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to appoint Mrs. Evelyn J. Hummer (4750 Bailey Avenue) to the Board of Elections for the Annual Fire District Election on Tuesday, December 14, 2023, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to appoint Mrs. Barbara Gould (324 Grover Cleveland Highway) to the Board of Elections for the Annual Fire District Election on Tuesday, December 14, 2023, pending her acceptance, carried unanimously.
- Motion by Galvin, seconded by Mastrella to accept the Penflex Actuarial Services, LLC 2023-2024 Service Agreement with a base fee of \$3,900.00, per-participant fee of \$22.00, payment certification and trustee directive letters at \$100.00 and the NYS LOSAP Audit Package for a fee of \$595.00, carried unanimously.

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
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Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, November 2, 2023

New Business (continued):

- Multerer reminded the Board of the upcoming Special Fire District Election on Tuesday, November 14, 2023 from 6:00 p.m. to 9:00 p.m.
- Motion by Galvin, seconded by Kwiatkowski to approve the use of facilities request from Brandon Peters for a family event on December 17, 2023 from 11:00 a.m. to 3:00 p.m., carried unanimously.

Treasurer's Report:

- Motion by Kwiatkowski, seconded by Galvin to pay the bills in the amount of \$53,539.62 as detailed on the attached breakdown, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to authorize the Treasurer or Deputy Treasurer to transfer \$55,000.00 from the M&T Bank Budget Savings Account to the M&T Bank Budget Checking Account to replenish the checking account, carried unanimously.
- Reported verification with the New York State Comptroller's Office the Fire District COB is Brian K. Multerer and the CFO is Raymond F. Braun.
- Motion by Galvin, seconded by Mastrella to pay the invoices from 1075 Emergency Vehicles for equipping the 2023 Chevrolet Tahoe for a total of \$15,921.87, carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to pay the invoice from Stonhard for the repair of damaged areas on the Apparatus Room floor and install new lane designation markings for a total of \$9,995.00 upon completion of the exterior paint work, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to transfer \$15,922.17 from the M&T Capital Reserve Truck Fund Expense Account to the M&T Bank Budget Checking Account to cover the 1075-Emergency Vehicle invoice, carried unanimously.

Motion by Galvin, seconded by Mastrella to adjourn the meeting at 8:14 p.m., carried unanimously.

[\(Video\)](#) - PW: pXy6PeUX

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
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Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, December 7, 2023

Chairman Multerer called the meeting to order at 7:15 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Boehm, Kwiatkowski (remote with connection issues), and Multerer. Also in attendance: Chief Peters, Braun and Hodges. Unavailable: Galvin and Mastrella.

Chairman Multerer suspended the regular order of business to open the received bids for for the 2015 Chevrolet Tahoe:

- Ringwood Motors (5406 Austin Ct. Ringwood, IL 60072) - \$5,885.00
- James Christopher (159 The Paddock Williamsville, NY 14221) - \$13,000.00

Resuming the regular order of business at 7:17 p.m. Chairman Multerer accepted a motion by Boehm, seconded by Kwiatkowski to approve the minutes of the Thursday, November 2, 2023 meeting as written, carried unanimously.

Correspondence Sent:

- 10/25/2023 Letter sent to Mrs. Karen A. Cumpston confirming her appointment as an Election Inspector for the Special Election November 14, 2023 and for the Annual Election December 12, 2023.
- 10/30/2023 Letter sent to Mrs. Evelyn J. Hummer confirming her appointment as an Election Inspector for the Annual Election December 12, 2023.
- 11/06/2023 Letter sent to the Town of Amherst Comptroller with the Year 2024 adopted Fire District Budget.
- 11/06/2023 Letter sent to the Town of Amherst Clerk with the Year 2024 adopted Fire District Budget.
- 11/06/2023 Letter and Year 2023/2024 Service Fee Agreement sent to Penflex Actuarial Services, LLC.
- 11/06/2023 RBC Wealth Management Portfolio Review for the Period ending September 30, 2023 sent to Board Members.
- 11/7/2023 Letter sent to Mrs. Barbara A. Gould confirming her appointment as an Election Inspector for the November 14, 2023 Special Election. Telephone call received from Mrs. Gould advising she can not make the November 14, 2023 Special Election.
- 11/08/2023 Email sent to Amanda Cotter of Fifty Pennies requesting verification of business address as 80 Curtwright Drive or 63 Babbette Drive.
- 11/14/2023 Email and Request for Election Assistance Form sent to the Erie County Board of Elections for the December 12, 2023 Annual Fire District Election.
- 11/14/2023 Letter and Special Election Results sent to the Town of Amherst Clerk.
- 11/16/2023 Email and Letter sent to the Erie County Board of Elections Annual Election Update with candidate David C. Mastrella for the five year term as Fire Commissioner and Christina M. Mastrella candidate for Fire Commissioner for the two year term.
- 11/22/2023 Email, Letter and ESIP Property/Casualty Renewal Survey returned to Thomas O. Brady for the March 1, 2024 renewal.
- 11/27/2023 Letter sent to Barbara A. Gould confirming her service on the Board of Elections December 12, 2023 for the Annual Fire District Election.
- 11/28/2023 Email/Letter sent to United Uniform LLC requesting they cancel three outstanding purchase orders for former member Kayla Hutchinson.

Correspondence Received:

- 11/07/2023 Letter and Check in the amount of \$150.00 received from Assistant Chief John W. Whitehead Jr. for the purchase of an iPhone 13 Pro Cellular Telephone.

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
Michael J. Boehm – Vice Chairman
Patrick M. Galvin
John M. Kwiatkowski
Christina M. Mastrella

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, December 7, 2023

Correspondence Received (continued):

- 11/16/2023 Letter and Election Petitions received from Christina M. Mastrella candidate for the two year term of office for Fire Commissioner at Annual Election.
- 11/16/2023 Letter and Election Petitions received from David C. Mastrella candidate for the five year term of office for Fire Commissioner at the Annual Election.
- 11/20/2023 Received a check in the amount of \$150.00 from Fire Commissioner Michael J. Boehm for the purchase of an iPhone Cellular Telephone.
- 11/22/2023 Information received from The Pinsky Law Group regarding the Legal Services they provide to Fire & EMS Entities in the State of New York.
- 11/27/2023 Information received from Association of Fire Districts of the State of New York for 2024 in Classroom Commissioner Training, information on 2024 Edward 'Ned' Carter Memorial Scholarship and request for updated Fire District Officers for 2024.
- 11/28/2023 Email Affidavit of Publication received from the Amherst Bee for the Annual Fire District Election December 12, 2023.
- 12/02/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction November 16, 2023.
- 12/02/2023 Check received from the Egbertsville Hose Company in the amount of \$987.00 for Insurance Coverage on their 1937 Mack Pumper.
- 12/02/2023 Check received from the Egbertsville Hose Company in the amount of \$225.00 for Insurance Coverage on their Trailer.
- 12/02/2023 Check received from the Egbertsville Hose Company in the amount of \$200.00 for Insurance Coverage, Crime Policy, on their Treasurer and Financial Secretary.
- 12/04/2023 Letter received from the Egbertsville Firemen's Benevolent Association Inc. requesting use of fire district facilities on January 15, 2024, April 15, 2024 and September 23, 2024 for their Dinner and Business meetings.
- 12/04/2023 Email from the New York State Comptroller regarding setting up a Fire District Account for the new AUD Report.
- 12/04/2023 Email from United Uniform acknowledging cancellation of Purchase Orders for Kayla Hutchinson and requesting update on several outstanding Purchase Orders from Year 2020 and 2022.
- 12/05/2023 Email received from the Erie County Board of Elections with Sample Ballot for the December 12, 2023 Annual Election. Reviewed and approved.
- 12/06/2023 Email received from TruGreen with proposal for Year 2024 Lawn, Tree and Shrub Care total cost \$1,637.02.

Motion by Kwiatkowski, seconded by Boehm to receive and file the correspondence, carried unanimously.

Chief's Report:

Chief Peters reviewed the following:

- Continues working on compiling a tool and equipment list to be sold with Engine #1.
- Reported that he is meeting with Self Contained Breathing Apparatus (SCBA) manufacturers to develop a replacement specification. At this time the department would prefer to continue the with Scott equipment and is targeting a early 2024 replacement date.

Egbertsville Fire District

1880 Eggert Road
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Commissioners:

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Michael J. Boehm – Vice Chairman
Patrick M. Galvin
John M. Kwiatkowski
Christina M. Mastrella

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
Stephen K. Hodges Jr.
Asst. Secretary/Dep. Treasurer

Thursday, December 7, 2023

Chief's Report (continued):

- Reviewed the Pre-Hospital Emergency Care Agreement with Twin City Ambulance (555 Commerce Dr, Buffalo, NY 14228).
- Notified the Board that Firefighter Ben Collins would like to transition to an Hours Program Firefighter.
- Requested approval for the Rescue Committee to travel to a manufacturer facility in Genoa New York on December 15, 2023 for continued research.
- Reported the continued work on assembling an officer qualification proposal.
- Expressed the desire to continue the transition of the Amkus extrication tools from hydraulic to battery and the intent to maintain tool continuity with the ability to utilize the existing equipment tips. The Board was receptive and asked for supporting documentation to support the local single source supplier for consideration at an end of year meeting.
- Requested approval for the following training participation:
 - Fremont Firefighter's Local 328 Presents Kyle Romagus February 16, 2023 - up to four attendees for a cost of \$841.00

Requested the following equipment:

- Amazon – Batteries and canvas hydrant bags for a total cost of \$92.28
- United Uniform - Uniform cap for Peter Miller and uniform shirts for J. Whitehead Sr. for a cost TBD
- Fire By Trade - Hose straps for a cost of \$589.00
- McKesson Medical - Various medical supplies for a cost of \$695.80
- Witmer Public Safety Group - Boots for a cost of \$3,130.00
- DiVal Safety - Bailout rescue harnesses for a cost of \$7,149.33
- Costal Fire Training - Halligans and axes for a cost of \$1,335.00
- Fire Station Furniture - Custom chairs for a cost of \$1,360.96
- Firematic - Extrication and fire gloves for a cost of \$4,201.00

President's Report: No Report

Report of Committees

Alarm and Hydrant Committee:

Multerer reported that the Sheridan Dr. hydrant project is nearing closure.

Apparatus Committee:

- The Board held a lengthy discussion regarding the replacement of the rescue and aerial. The Board was not ready to enter into a contract for the purchase of an aerial at this time pending the inclusion of fire district contract prerequisites and review. The Board is considering the necessity of engaging a third party apparatus specification compliance review.
- Boehm asked to have Unit #5-1 undercoated to provide maximum protection.

Convention Committee: No Report

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Report of Committees (continued)

Finance Committee:

The Board discussed fund transfers.

Health Care Committee:

The Board reiterated to Chief Peters that the period to obtain an annual firefighter physical has closed.

House Committee:

The Board was informed that a property surveyor has been contracted and the process is tentatively scheduled for February 2024 in support of updates to a site plan.

Information Technology Committee:

- Braun reported that Eagle Systems made repairs to the main copy machine and the printer in the Fire District Office.
- Multerer reported that Alpine Software triggered a RedAlert update that they were directed to hold off on. Additionally, this update experienced numerous operational flaws. The previous software version has been restored to all systems and Alpine was again directed to hold off on any updates until after the new year and the program errors are solved.

Inspection Committee: No Report

Insurance Committee:

Braun stated that Potter Harris & Scherrer representative, Thomas O. Brady, is scheduled to present updates on the 2024 Fire District Insurance coverage at the February 2024 meeting and confirmed the completion and submittal of the insurance renewal documents.

Jacket and Uniform Committee: No Report

Service Awards Committee:

Multerer asked that Braun notify Penflex of the successful mandatory referendum approval to increase the Length of Service Award Program (LOSAP) adjustment to the monthly amount of \$30.00 for 40 years that goes into effect January 1, 2024.

Motion by Kwiatkowski, seconded by Boehm to receive and file the committee reports, carried unanimously.

Unfinished Business:

- Motion by Kwiatkowski, second by Boehm to accept the high bid of \$13,000.00 from James Christopher (159 The Paddock Williamsville, NY 14221) for the 2015 Chevrolet Tahoe, carried unanimously.
- The Board discussed the successful mandatory referendum approval obtained to allow the fire district to sell the 2008 Pierce Velocity. Motion by Boehm, seconded by Kwiatkowski to sell the 2008 Pierce Velocity via sealed bid process, carried unanimously. Chairman Multerer directed Assistant Secretary Hodges to prepare a legal notice regarding the bid notice in accordance with New York State requirements.

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Unfinished Business (continued):

- The Board reviewed the status of the recently updated cellphone equipment. Chief Peters was asked to return his old equipment as soon as possible.

New Business:

- Motion by Boehm, seconded by Kwiatkowski to purchase the items requested by the chief as outlined in his report for a total of \$18,632.67, carried unanimously.
- Motion by Kwiatkowski, seconded by Boehm to approve attendance for up to four firefighters at the Fremont Firefighter's Local 328 Presents Kyle Romagus February 16, 2023 seminar for a cost of \$841.00, carried unanimously.
- After a lengthy discussion, motion by Boehm, seconded by Kwiatkowski to approve the status change of Firefighter Ben Collins to Hours Program Firefighter, carried unanimously.
- The Board reviewed the Pre-Hospital Emergency Care Agreement and the feedback from the fire district attorney. Motion by Boehm, seconded by Kwiatkowski to authorize Chairman Multerer to sign the Pre-Hospital Emergency Care Agreement with Twin City Ambulance to provide services within the fire district for a period of three years.
- Motion by Boehm, seconded by Kwiatkowski to approval the travel request to Genoa New York on December 15, 2023 for continued research by the Rescue Replacement Committee and allow use of Units #5-1 and #9 for travel, carried unanimously.
- Motion by Boehm, seconded by Kwiatkowski to obtain a quotation for services to review rescue and aerial apparatus specifications from Emergency Vehicle Response (121 Whitlock Road Otisville, NY 10963) for consideration, carried unanimously. Multerer directed Assistant Secretary Hodges to contact Emergency Vehicle Response.
- Motion by Boehm, seconded by Kwiatkowski to have Unit #5-1 undercoated at the direction of the master mechanic for a cost not to exceed \$1,000.00, carried unanimously.
- The Board discussed the disposal of the obsolete Apparatus Room mini PC's previously used in the network connected wall mounted monitors. Motion by Boehm, seconded by Kwiatkowski to physically destroy and dispose of the equipment, carried unanimously.
- The Board held a lengthy discussion regarding travel reimbursement expenditures related to rental vehicles from the recently completed IAFC Seminar. The Board determined that some attendees did not adhere to the existing policy governing the requirements for rental vehicles. Motion by Boehm, seconded by Kwiatkowski to cap the rental vehicle reimbursement allowance for these requests at \$300.00. Further individuals that had already received a reimbursement in excess of the capped amount will submit a reimbursement for the difference to the fire district, carried. Future full compliance with the existing policy is expected.
- Motion by Boehm, seconded by Kwiatkowski to approve the use of facilities request from the Egbertsville Firemen's Benevolent Association Inc. on January 15, 2024, April 15, 2024 and September 23, 2024 for their dinner and business meetings, carried unanimously.
- Motion by Boehm, seconded by Kwiatkowski to approve the Year 2024 Lawn, Tree and Shrub Care Agreement from TruGreen as follows: 4 lawn care applications \$204.95 ea. = \$819.80, 1 grub control lawn application \$301.66 and 4 tree and shrub applications \$128.89 each = \$515.56, for a total cost of \$1,637.02, carried unanimously.

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Thursday, December 7, 2023

New Business (continued):

- Multerer informed the Board on the intent to include a number of fire district policies on the lamResponding App. The Board was supportive of the initiative. Multerer will work with Braun to obtain electronic versions of the applicable policies.
- Chairman Multerer set Wednesday, December 27, 2023 at 8:30 a.m. for the End of Year Meeting to pay bills and conduct other essential year end business and reminded the Board of the upcoming election on December 12, 2023 from 4 to 9 p.m. and the Egbertsville Fire District Organizational Meeting on January 4, 2024 at 5 p.m. Chairman Multerer directed Secretary Braun to publish a legal notice regarding the End of Year Meeting.
- Chairman Multerer set Thursday, January 4, 2024 at 5:00 p.m. for the Year 2024 Organizational Meeting of the Board of Fire Commissioners. Chairman Multerer directed Secretary Braun to publish a legal notice regarding the 2024 Organizational Meeting.
- Boehm thanked the Board for a great working relationship over the years.

Treasurer's Report:

- Motion by Boehm, seconded by Kwiatkowski to pay the bills in the amount of \$115,914.89 as detailed on the attached breakdown, carried unanimously.
- Motion by Boehm, seconded by Kwiatkowski to authorize the Treasurer or Deputy Treasurer to transfer \$100,000.00 from the M&T Bank Budget Savings Account to the M&T Bank Budget Checking Account to replenish the checking account, carried unanimously.
- Motion by Boehm, seconded by Kwiatkowski to pay the revised invoice of \$9,695.00 from Stonhard for the now completed Apparatus Room Floor Project, carried unanimously.
- Motion by Kwiatkowski, seconded by Boehm to authorize the Treasurer or Deputy Treasurer to transfer \$9,695.00 from the Capital Reserve Land and Building Fund to the M&T Bank Budget Checking Account, carried unanimously.
- Motion by Boehm, seconded by Kwiatkowski to reimburse Galvin \$1,147.26 for travel related to the IAFC Symposium in the Sun November 9-12, 2023 in Clearwater Beach Florida, carried unanimously.
- Motion by Kwiatkowski, seconded by Boehm to reimburse President Gilson for cellphone use for 2023 in the amount of \$480.00, carried unanimously.

Motion by Boehm, seconded by Kwiatkowski to adjourn the meeting at 8:52 p.m., carried unanimously.

[\(video\)](#) - PW: uPMS7M9C

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

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Wednesday, December 27, 2023

Chairman Multerer called the meeting to order at 8:30 a.m. in the Fire District Board Room.

Fire Commissioners in attendance: Boehm, Kwiatkowski, Mastrella, and Multerer. Also in attendance: Braun and Hodges.
Unavailable: Galvin.

Correspondence Sent: None

Correspondence Received: None

Chief's Report: No Report

President's Report: No Report

Report of Committees

Alarm and Hydrant Committee:

Multerer reported that hydrant flag installation associated with the Sheridan Dr. project will occur weather permitting.

Apparatus Committee: No Report

Convention Committee: No Report

Finance Committee:

The Board reviewed the end of year finances and discussed the funds to be encumbered.

Health Care Committee: No Report

House Committee:

The Board briefly discussed the timing for a Buildings and Grounds inspection and will discuss it further at the Organizational Meeting.

Information Technology Committee:

Multerer reported that the network server replacement is underway.

Inspection Committee: No Report

Insurance Committee: No Report

Jacket and Uniform Committee: No Report

Service Awards Committee: No Report

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Motion by Boehm, seconded by Mastrella to receive and file the committee reports, carried unanimously.

Unfinished Business:

- The Board reviewed the supporting documentation to support the local single source Amkus equipment supplier and was satisfied requirements have been met. Motion by Boehm, seconded by Kwiatkowski to purchase the Amkus tools requested by the chief as outlined in his December 7, 2023 report for a total of \$48,123.13. Funds to cover the cost of the purchase to be drawn from the Capital Reserve Equipment Fund pending referendum passage, carried unanimously. Motion by Kwiatkowski, seconded by Boehm to issue a permissive referendum notice to authorize the Egbertsville Fire District to spend up to fifty thousand dollars (\$50,000.00) for the purchase of Amkus extrication tools. The cost of this equipment to be paid out of funds presently on deposit in the Capital Reserve Equipment Fund, carried unanimously. Chairman Multerer directed Hodges to issue the referendum.
- The Board reviewed the quotation for services to review rescue and aerial apparatus specifications from Emergency Vehicle Response (121 Whitlock Road Otisville, NY 10963). Motion by Mastrella, seconded by Kwiatkowski to contract Emergency Vehicle Response to review specifications and provide services during the process of purchasing a replacement aerial (only) for a cost of \$6,000.00, carried unanimously. No service will be sought for the light rescue purchase at this time.

New Business:

- Motion by Kwiatkowski, seconded by Mastrella to waive the Amherst Fire District Officers Association Dues for the Year 2024, carried unanimously.
- The Board reviewed the chief officer nominations submitted by the Egbertsville Hose Company for the Year 2024. Motion by Boehm, seconded by Kwiatkowski to elect the following Chief Officers for the Year 2024 as nominated by the Egbertsville Hose Company, Fire Chief Brandon Peters, First Assistant Chief John Whitehead Jr., and Second Assistant Fire Chief Donald Fetes., carried unanimously.
- Motion by Boehm, seconded by Mastrella to add Commissioner Elect Smith to the existing fire district Verizon wireless plan at the current contractual rate and purchase an iPhone 15 Pro 512GB Titanium device with accessories for his use, carried unanimously.

Treasurer's Report:

- Motion by Boehm, seconded by Kwiatkowski to pay the bills in the amount of \$45,444.74 as detailed on the attached breakdown, carried unanimously.
- Motion by Boehm, seconded by Kwiatkowski to maintain up to \$304,246.93 in Year 2023 budget funds in the M&T Bank Budget Savings Account. \$112,000.00 of the encumbered funds to be used for facility operating funds in Year 2024 pending the release of tax revenue from the town. \$192,246.93 of the encumbered funds to be used for payment on outstanding 2023 purchase orders.
- Motion by Boehm, seconded by Mastrella to make an additional year end payment in the amount of \$45,148.32 to RBC Wealth Management to be included with the assets of the Egbertsville Fire District Length of Service Award Program (LOSAP), carried unanimously.

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Motion by Boehm, seconded by Mastrella to adjourn the meeting at 8:49 a.m., carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer