

Eggertsville Fire District

1880 Eggert Road
Eggertsville, New York 14226-2233

COMMISSIONERS:

BRIAN K. MULTERER – Chairperson
JOHN M. KWIATKOWSKI – Vice Chairperson
PATRICK M. GALVIN
CHRISTINA M. MASTRELLA
TYRONE P. SMITH

APPOINTED OFFICERS:

RAYMOND F. BRAUN
Secretary/Treasurer

April 3, 2025

Called the meeting to order at 7:00 p.m. by Chairman Multerer.

Attendance: Galvin, Kwiatkowski, Multerer, Smith. Unavailable Mastrella. Also Attending: Fire Chief Whitehead Jr., First Assistant Fire Chief Fetes, Lieutenant Andrew Hazzan, David Mastrella, Ryan White, President Gilson, Attorney Steve Cohen and Braun

Chairman Multerer suspended the Regular Order of Business to speak with Mr. Steve Cohen, Esq. about Attorney services for the Board of Fire Commissioners.

Mr. Steve Cohen, Esq. of Tiveron Law PLLC, represented Diane R. Tiveron at this meeting. Chairman Multerer stated the Board would like to retain a local attorney. Mr. Cohen stated that their firm has represented approximately 158 fire service agencies on and off over the years and they are very familiar with the difference between a Fire District and a Fire Company in a Fire Protection District. Mr. Cohen outlined the various areas of State and Local Laws that deal with Fire District. Mr. Cohen explained the Fire District is IRC1215 where the Hose Company is 501C for tax purposes.

Mr. Cohen stated their Law Firm would provide an annual general retainer fee of \$5,000.00. Questions that would be outside the annual general retainer fee would be billed on an hourly basis depending on the type of issue to be addressed. Chairman Multerer stated the Board would not require representation at monthly meetings unless there are very unusual circumstances. Mr. Cohen will have Diane R. Tiveron provide a Retainer Agreement for the Boards consideration.

Continuing to suspend the Regular Order of Business, Chairman Multerer called for opening of Bids for the Medium Duty Rescue Truck.

One Bid was received from Firematic Supply Company, Inc. for the Medium Duty Rescue Truck in the amount of \$325,387.00. Stonewell Bodies and Machine require a down payment of 20% (\$50,000.00) at the time of order and balance due at time of delivery \$200,731.00. A Commercial Chassis payment is due upon completion in the amount of \$74,656.00.

Resuming the Regular Order of Business, Chairman Multerer called for approval of minutes from several previous meetings.

Motion by Smith, seconded by Kwiatkowski, to approve the minutes of the February 6, 2025 Regular Meeting as written, motion carried.

Motion by Galvin, seconded by Smith, to approve the minutes of the February 26, 2025 Special Meeting as written, motion carried.

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Motion by Smith, seconded by Kwiatkowski, to approve the minutes of the March 6, 2025 Regular Meeting as written, motion carried.

Motion by Multerer, seconded by Galvin, to approve the minutes of the Inspection of Buildings, Grounds and Apparatus completed on March 6, 2025, motion carried.

Correspondence Sent:

03/07/2025 Email Invoice sent to the County of Erie regarding the Public Benefit Services Contract in the amount of \$35,000.00.

03/07/2025 Email Letter sent to the County of Erie advising the Board of Fire Commissioners unanimously approved the application for the Public Benefit Services Contract in the amount of \$35,000.00.

03/07/2025 Email from The Northwoods Corporation to the County of Erie regarding insurance Certificates for the Public Benefit Services Contract.

03/11/2025 Legal Notice sent to the Amherst Bee for Videoconferencing at the April 3, 2025 Regular Meeting of the Board of Fire Commissioners.

03/12/2025 Email to Thomas O. Brady requesting an Insurance Certificate to United Auto Towing for Eggertsville Hose Company vehicle extrication training in April 2025.

03/18/2025 Letters sent to Paige Cosgrove, Andrew Hazzan, Leonard Pleasant and Alejandro Rodriguez with LOSAP Beneficiary Designation Forms requested again by Penflex, Inc.

03/24/2025 Email to ESI Group advising contact for billing etc. should be to the Secretary/Treasurer.

03/24/2025 Letter and Length of Service Award Program Data Request Package for Year 2024 sent to Penflex, Inc.

03/24/2025 Letter sent to John W. Whitehead Sr. with LOSAP Payment Commencement Form and Beneficiary Designation Form for Entitlement Date of 10/01/2025.

03/27/2025 Email sent to Command Apparatus Testing Service requesting Quotation for Year 2025 Aerial and Ground Ladder Testing.

04/02/2025 Tax Exemption Form sent to Amherst Paving Inc. for work in front parking lot.

04/02/2025 Tax Exemption Form sent to Breathing Air Resources for work on SCBA Compressor System.

Correspondence Received:

03/11/2025 Email received from Chief Whitehead Jr. requesting an Insurance Certificate for United Auto Towing for April 2025 vehicle extrication training at their facility.

03/18/2025 Notice received from Aqua-Systems of WNY that the underground lawn sprinkler system opening is scheduled for Wednesday, May 7, 2025. Original notice forwarded to the Caretaker.

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03/18/2025 Letter received from Johnson Controls advising the fire district contract for service will not be under Essential Service.

03/24/2025 Email received from ESI Group regarding contact information in place of Stephen K. Hodges Jr.

03/24/2025 Email received from BOCES Kenton Career and Technical Center regarding acceptance of donation of surplus SCBA equipment.

03/26/2025 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated 03/18/2025.

03/26/2025 Received a Certificate of Liability Insurance from Aon Risk Services Central, Inc. on behalf of Dival Safety Equipment Inc.

03/26/2025 Email forwarded from Stephen K. Hodges Jr. from EAP a division of ESI advising they will be updating their user registration and login process for their Self-Help Resource Center on Wednesday, April 2, 2025.

03/28/2025 Received Affidavit of Publication from the Amherst Bee for the Legal Notice for the April 3, 2025 Board Meeting.

03/30/2025 Notice received from the Erie County Fire District Officers Association for their Annual Meeting and Installation of Officers April 26, 2025 at South Line Fire District #10.

03/30/2025 Received Provident Privacy Policy update.

03/30/2025 Received a Quotation from Huron Plumbing to Install One New 1” RPZ Backflow valve labor and materials \$2,750.00.

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

Chief's Report:

Chief Whitehead Jr. reports there are 17 firefighters presently in training. Lieutenant Drexinger is out of service on Maternity Leave, Colin Demartin has resigned for the Eggertsville Hose Company, Galen Argyle is away at Military Training and Gary L. Schaut is going inactive.

The Chief stated all Year 2024 Reporting has been completed and submitted to NIFERS and Penflex.

Chief Whitehead Jr. reminded the Board that the Town of Amherst Fire Chiefs and Presidents will hold their Meeting at Eggertsville on Thursday, May 15, 2025 from 7:00 p.m. to 10:00 p.m.

The Chief advised the Board that he is now aware that Microsoft Windows 10 will no longer be supported after September 2025 and the computers need to be updated to Microsoft Windows 11. Chairman Multerer stated he would reach out to Great Lakes IT Services regarding the update.

Chief Whitehead Jr. presented the Catholic Health Systems Medical Director Invoice in the amount of \$250.00 for one year.

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The Chief requested the Boards approval for Robert Byers to take an off site First Aid Course at a cost of \$125.00 as he is nearing the end of his probationary period.

Chief Whitehead Jr. requested the Boards approval to take the two EMS Bikes to Northtown Bikes for maintenance evaluation for the coming season. The Board approved the request for the evaluation with the condition a quotation is provided before any maintenance or repairs are made.

Chief Whitehead Jr. advised the Board that he be out of town from Saturday, April 5, 2025 to Wednesday April 9, 2025. First Assistant Chief Fetes will be out of town from Sunday April 6, 2025 to April 12, 2025. Second Assistant Chief Sikirica will be Acting Chief from April 5-9, 2025, Captain Brandon Schmitt will be Acting First Assistant Chief from April 6-12, 2025 and Captain Paige Cosgrove will be Acting Second Assistant Chief from April 5-9, 2025.

The Chief requested the Boards approval to provide prospective firefighter physical examinations for Paul Eason, Jr. and Robert Peoples. Braun requested the Chief to email the Names, Addresses, telephone numbers and email addresses for Eason and Peoples. The Chief requested approval of two additional prospective members however, they have not completed the investigation process and at this point the Board would not approve the fire district physical examinations.

Chief Whitehead Jr. advised his staff that the Board had approved his request to begin compiling specifications for the replacement of Year 2008 Engine #2.

The Chief requested the Boards approval to begin research and development of specifications to replace Year 2016 Rescue #7. Also looking to the future to replace the Fire District Chiefs Vehicles.

Chief Whitehead Jr. submitted Material Requisitions for the following:
Stryker Lucas Device Quotation \$26,489.51. The Board is awaiting the Grant Funds from Erie County however, Braun will contact Lumsden & McCormick and see if there would be any issues to place the order and if necessary, make the payment from the Capital Reserve Equipment Funds and deposit the Grant Funds in the Capital Reserve Equipment Fund when received. EMS Officer Andrew Hazzan updated the Board members on the equipment and accessories of the Lucas Device.

- From Firematic Supply Company, Inc. 3 RAM Fans and Accessories for \$12,999.24. The request was accompanied with two additional quotations for the fans.
- From Duo-Safety Ladder Corp. replacement parts for various extension ladders for \$321.00.
- From Witmer Public Safety Group an Elkhart Storz Intake Elbow at a cost of \$2,485.00.
- From Witmer Public Safety Group Haix Brush Set and Accessories at a cost of \$153.00.
- From Witmer Public Safety Group Harrington Storz Adapters at a cost of \$2,157.00.
- From Firematic Supply Company, Inc. 4" Key Hose at a cost of \$8,842.88.
- From The Home Depot Cleaning Supplies at a cost of \$220.92.
- From The Home Depot various hand Tools at a cost of \$433.98.
- From Witmer Public Safety Group Turnout Equipment at a cost of on New York State Contract of \$33,496.00.

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- From Dival Safety & Supply CO Meters at a cost of \$895.00.
- From Motorola Inc. replacement parts for Minitor Receivers \$89.00 for software and \$331.98 for parts, total \$420.98.

Total Purchase Request \$89,164.51

Chief Whitehead Jr. spoke to the Board about updating the Active Memberships Long and Short Sleeve Shirts 3 or 4 hundred shirts at a cost of approximately \$2,550.00. This would be 3 or 4 shirts per Active Member. Several Board members expressed concern for purchasing shirts for probationary members who may or may not attain permanent membership. Other than, that the Board would consider the Chiefs proposal. The Chief will bring samples to the next Board meeting.

President's Report:

President Gilson spoke to the Board about 39 cases of Tyvek Suites left over from the COVID pandemic. Need to find some agency that could utilize these items. The Fire District purchased 3 cases of Tyvek Suites in Year 2022.

Report of Committees:

Alarm and Hydrant Committee:

Multerer reported the Chief acquired a Fire Hydrant Prop for Training Purposes. In the coming days it will be mounted on a platform or other device to move it around.

Apparatus Committee: No report.

Convention Committee:

Smith advised the Board that the Fire Fusion Conference will be held October 14-16, 2025 at the Charleston Gillard Center in Charleston, SC. (Former Firehouse Expo)

Smith advised the Board that the International Association of Fire Chiefs Convention will be held August 13-15, 2025 at the Orange County Convention Center, Orlando, FL.

Smith advised the Board that the Association of Fire Districts of the State of New York will have their Annual Meeting and Leadership Expo October 2-4, 2025 in Saratoga Springs, NY.

Finance Committee:

Chairman Multerer asked the Board members to consider how to provide some type of Fire District Credit Card to pay for hotel rooms and perhaps other expenses for firefighters who do not

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have a fire district credit card, attending FDIC or other Conferences or Training Schools. Braun reminded the Board that they have a Line of Credit with M & T Bank that supports the VISA Credit Cards. Presently, Braun is working with the hotel in Indianapolis Indiana trying to provide VISA payment for the room reservations.

Health Care Committee: No report.

House Committee:

Smith asked Braun to read the letter received today from Ronald Michael Trigilio, Architect offering his immediate resignation to the Board. The letter included his invoice for service and for the Landscape Architect's services. Smith recommended this information be forwarded to Attorney Mattrey for his review and recommendations.

Chairman Multerer asked the Board members for their input on a new Architect to handle the Major Site Plan update with the Town of Amherst.

Chairman Multerer spoke about the Quotation from Huron Plumbing for replacing the backflow device in the Boiler Room. Huron Plumbing was asked to provide an additional Quotation to relocate the position of the backflow device away from the Boilers/Heating Equipment.

Caretaker Christopher called Huron Plumbing to repair a leaking toilet in the Ladies Room.

Information Technology Committee:

Chairman Multerer will contact Great Lakes IT Services regarding upgrading all computer devices to Microsoft Windows 11.

Chairman Multerer advised the Board that Great Lakes IT Services completed the activation of his new Tablet and everything seems to be working properly.

Apparently, there are a number of surplus computers and related equipment around the building that should be recycled.

Inspection Committee:

Galvin reminded the Board of the Annual Inspection and Installation Dinner to be held Saturday, May 10, 2025 at the Park County Club. Inspection is scheduled for 5:30 p.m.

Galvin asked if anything was being done regarding a gift for the outgoing Chief. Chief Whitehead Jr. will look into this with Past Chief Peters.

Galvin advised the Board that his committee is looking at Wurlitzer Park Event Center for the Year 2026 Inspection and Installation Dinner.

Insurance Committee:

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Braun stated the March 1, 2025 Insurance Renewal Premiums are in the Paid Bills Listing.

Jacket and Uniform Committee: No report.

Service Awards Committee:

Braun advised the Board that the Year 2024 Length of Service Award Program documents have been forwarded to Penflex, Inc. for processing.

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

Unfinished Business:

The Bid received from Firematic Supply Company, Inc. for the Medium Duty Rescue Truck will be forwarded to Attorney Mattrey for his review and recommendations.

Chairman Multerer spoke about the Head Hunter process with Braun regarding new employees and this continues to be in work.

Chairman Multerer has been working with Caretaker Christopher regarding items identified in the Building Inspection that he can handle.

New Business:

Motion by Galvin, seconded by Kwiatkowski, to approve the purchase of 3 Ram Fans and Accessories from Firematic Supply Company, Inc. at a total cost of \$12,999.24, motion carried.

Motion by Galvin, seconded by Ty, to approve the purchase of replacement ladder parts from Duo-Safety Ladder Corp. in the amount of \$321.00, motion carried.

Motion by Multerer, seconded by Galvin, to approve the purchase of one Elkhart Storz Intake Elbow from Witmer Public Safety Group at a cost of \$2,485.00, motion carried.

Motion by Kwiatkowski, seconded by Multerer, to approve the purchase of Haix Brush Set and accessories for turnout boot maintenance from Witmer Public Safety Group at a cost of \$153.00

Motion by Smith, seconded by Kwiatkowski, to approve the purchase of Harrington Storz Adapters from Witmer Public Safety Group at a cost of \$2,157.00, motion carried.

Motion by Galvin, seconded by Kwiatkowski, to approve the purchase of 4" Key Hose from Firematic Supply Company, Inc. at a cost of \$8,842.88, motion carried.

Motion by Multerer, seconded by Smith, to approve the purchase of cleaning supplies from The Home Depot at a cost of \$220.92, motion carried.

Motion by Multerer, seconded by Galvin, to approve the purchase of various tools from The Home Depot at a cost of \$433.98, motion carried.

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Motion by Kwiatkowski, seconded by Smith, to approve the purchase of turnout equipment from Witmer Public Safety Group at a cost of \$33,496.00, motion carried.

Motion by Multerer, seconded by Smith, to approve the purchase of CO Meters from Dival Safety & Supply at a cost of \$895.00, motion carried.

Motion by Smith, seconded by Kwiatkowski to approve the purchase of Motorola Minitor Receiver replacement parts and software for \$89.00 software and parts \$331.98, total \$420.98, motion carried.

Motion by Multerer, seconded by Galvin, to approve prospective firefighter physical examinations for Paul Eason, Jr., 415 Saint Lawrence Avenue, Buffalo, New York 14216 and Roderick Peoples, 25 Janet Street, Buffalo, New York 14216, motion carried.

Motion by Galvin, seconded by Smith, to approve Robert Byers taking an offsite First Aid Course for \$125.00, at fire district expense, as he is nearing the end of his probationary period, motion carried.

Motion by Smith, seconded by Kwiatkowski, to approve payment of the Invoice from Catholic Health Systems for Medical Direction for one year in the amount of \$250.00, motion carried.

Motion by Kwiatkowski, seconded by Multerer, to approve the payment of \$225.00 for a one-year membership in the National Fire Protection Association for Firefighter David C. Mastrella, motion carried.

Chairman Multerer asked the Board about the email received from Stephen K. Hodges Jr. offering his services as an independent contractor regarding administrative assistance or contract work at a cost of \$25.00 per hours. Kwiatkowski remarked that one of the Board members has reservations in utilizing Hodges services and requested the topic be held for the May 1, 2025 Board meeting.

Chairman Multerer asked the Board members for their consideration to change the July 3, 2025 Regular Meeting to an alternate date. Motion by Galvin, seconded by Smith, to reschedule the July 3, 2025 Regular Board Meeting to Thursday, July 10, 2025 at 7:00 p.m., motion carried. A Legal Notice will be published in the Amherst Bee in this regard.

Motion by Kwiatkowski, seconded by Smith, to publish a Capital Reserve Truck Fund Permissive Referendum in the amount of \$400,000.00 for the purchase of a Medium Duty Rescue Truck, motion carried.

Treasurers Report:

Motion by Kwiatkowski, seconded by Smith, to pay the bills in the amount of \$102,456.24 as detailed on the attached breakdown, carried unanimously.

Motion by Multerer, seconded by Kwiatkowski, to authorize the Treasurer to reinvest a Key Bank Capital Reserve Land and Building Fund Certificate of Deposit in the amount of \$722,376.66 for 335 days at 4.20% interest coming due April 10, 2025 and to reinvest the principal and interest in a new Key Bank Certificate of Deposit at the best interest rate and time period available, motion carried.

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Motion by Galvin, seconded by Kwiatkowski, to authorize the Treasurer to reinvest a Key Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$773,975.00 for 335 days at 4.20% interest coming due April 10, 2025 and to reinvest the principal and interest in a new Key Bank Certificate of Deposit at the best interest rate and time period available, motion carried.

On Monday, March 31, 2025 purchased a Key Bank Capital Reserve Land and Building Fund Certificate of Deposit in the amount of \$200,000.00 for 3 months at 2.90% interest coming due June 30, 2025.

On Monday, March 31, 2025 purchase a Key Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$750,000.00 for 3 months at 2.90% interest coming due June 30, 2025.

On Thursday, April 3, 2025 purchased an M & T Bank Budget Fund Certificate of Deposit in the amount of \$650,000.00 for 60 days at 3.70% interest.

On Thursday, April 3, 2025 purchased an M & T Bank Capital Reserve Equipment Fund Certificate of Deposit in the amount of \$200,000.00 for 60 days at 3.70% interest.

Motion by Smith, seconded by Galvin, to approve payment of \$3,984.99 to Great Lakes IT Services for the April Support, Symantec Endpoint and Surface Computer for the Board Chairman, motion carried.

Smith advised Braun that he will not be attending the May 1, 2025 Regular Meeting in person and to arrange a WebEx connection for the meeting. Legal Notice to be published in the Amherst Bee.

Motion by Kwiatkowski, seconded by Galvin, to adjourn the meeting, carried unanimously. The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Raymond F. Braun,
Secretary/Treasurer