

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
John M. Kwiatkowski – Vice Chairman
Patrick M. Galvin
Christina M. Mastrella
Tyrone P. Smith

Appointed Officers:

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

Thursday, January 4, 2024

Past Chairman Multerer called the Year 2024 Organizational Meeting to order at 5:00 p.m. in the Fire District Board Room.

Fire Commissioners in attendance: Galvin, Kwiatkowski, Mastrella, Multerer, and Smith. Also in attendance: Chief Peters, President Gilson, Braun and Hodges.

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

Temporary Chairman Kwiatkowski conducted the swearing-in procedure of newly elected Fire Commissioner Christina Mastrella and Tyrone P. Smith and confirmed that Smith has taken his oath of office at the Town of Amherst Clerk's Office and that Mastrella has scheduled her 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 Galvin, seconded by Mastrella to nominate Multerer as Chairman of the Board of Fire Commissioners. There being no further nominations, motion by Smith, seconded by Galvin to close the nominations. Motion by Galvin, seconded by Mastrella to elect Multerer as Chairman of the Board of Fire Commissioners for the Year 2024, vote: Galvin-aye; Kwiatkowski-aye; Mastrella-aye; and Smith-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 Mastrella, seconded by Galvin to nominate Kwiatkowski as Vice Chairman of the Board of Fire Commissioners. There being no further nominations, motion by Smith, seconded by Galvin to close the nominations. Motion by Mastrella, seconded by Galvin to elect Kwiatkowski as Vice Chairman of the Board of Fire Commissioners for the Year 2024, vote: Galvin-aye; Mastrella-aye; Multerer-aye; and Smith-aye; Kwiatkowski 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 Mastrella, seconded by Galvin to close the nominations. Motion by Galvin, seconded by Kwiatkowski to appoint Braun Secretary for the Year 2024, carried unanimously.

Chairman Multerer called for nominations for the Office of Fire District Assistant Secretary. Motion by Kwiatkowski, seconded by Galvin to appoint Hodges as Fire District Assistant Secretary. There being no further nominations, motion by Galvin, seconded by Mastrella to close the nominations. Motion by Kwiatkowski, seconded by Galvin to appoint Hodges Assistant Secretary for the Year 2024, 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 Mastrella 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 Mastrella to appoint William H. Mattrey as Attorney for the Fire District. There being no further nominations, motion by Mastrella, seconded by Galvin to close the nominations. Motion by Kwiatkowski, seconded by Mastrella to appoint William H. Mattrey as Attorney for the Fire District for the Year 2024, carried unanimously.

Chairman Multerer called for approval of the retainer arrangement with the Attorney, \$10,000.00 per year, payable semiannually, to cover all professional services except unusual circumstances to be handled on an individual basis. Motion by Smith, seconded by Mastrella 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 Mastrella to appoint Braun as Fire District Treasurer. There being no further nominations, motion by Galvin, seconded by Kwiatkowski to close the nominations. Motion by Kwiatkowski, seconded by Mastrella to appoint Braun Treasurer for the Year 2024, carried unanimously.

Chairman Multerer called for nominations for the Office of Fire District Deputy Treasurer. Motion by Smith, seconded by Mastrella to appoint Hodges as Fire District Deputy Treasurer. There being no further nominations, motion by Galvin, seconded by Kwiatkowski to close the nominations. Motion by Smith, seconded by Mastrella to appoint Hodges Deputy Treasurer for the Year 2024, 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 Mastrella, seconded by Galvin 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 Mastrella, seconded by Galvin to appoint Braun Purchasing Agent for the Year 2024, carried unanimously.

Chairman Multerer called for nominations for the Office of Fire District Assistant Purchasing Agent. Motion by Smith, seconded by Mastrella to appoint Hodges as Fire District Assistant Purchasing Agent. There being no further nominations, motion by Galvin, seconded by Mastrella to close the nominations. Motion by Smith, seconded by Mastrella to appoint Hodges Assistant Purchasing Agent for the Year 2024, 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 Kwiatkowski 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 Smith, seconded by Mastrella 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 Kwiatkowski, seconded by Smith 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: Galvin-aye; Kwiatkowski-aye; Mastrella-aye, and Smith-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 2024. Motion by Smith, seconded by Mastrella 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, National Fire Protection Association Meeting 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 Mastrella, seconded by Smith 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, National Fire Protection Association Meeting 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 2024 Salary and Wage Schedule, as detailed in the Year 2024 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 2024 Salary & Wage Schedule is attached. Motion by Smith, seconded by Kwiatkowski to approve the Year 2024 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 2023 and to prepare the Annual Update Report to the New York State Comptroller. Motion by Smith, seconded by Kwiatkowski to have Lumsden & McCormick, LLP Certified Public Accountants to audit the fire district records for the Year 2023 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, 2024 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 2024 mileage rate set by the IRS is \$.67. Motion by Kwiatkowski, seconded by Mastrella to authorize mileage reimbursement at the mileage rate as established by the IRS of \$.67, 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 Smith, seconded by Galvin 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 chiefs to attend the International Association of Fire Chiefs Convention, at fire district expense. Motion by Mastrella, seconded by Smith 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 Smith 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 Galvin, seconded by Kwiatkowski 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 Galvin, seconded by Mastrella 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 Mastrella, seconded by Smith 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 Egbertsville 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 Smith, seconded by Galvin to authorize Egbertsville 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 2024 Committee Appointments by the February 2024 Regular Meeting.

Chairman Multerer called for a motion to approve the Treasurers request to file his 2023 Year End Report to the Board of Fire Commissioners at the February Regular Meeting. Motion by Kwiatkowski, seconded by Mastrella to approve the Treasurers request to file his 2023 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 Mastrella 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 \$304,246.93 of Year 2023 funds into the Year 2024 Budget. Motion by Kwiatkowski, seconded by Galvin to approve the Treasurers request to encumber \$304,246,936 (\$112,000.00 in Carryover Operational Funds and \$192,246.93 in Encumbered Funds for outstanding purchases) into the Year 2024 Fire District Budget. Funds to be on deposit in the M&T Bank Budget Checking and Savings Account, carried unanimously.

Chairman Multerer called for a motion to adopt the Purchase Policy Guidelines same as the previous year. Motion by Mastrella, seconded by Kwiatkowski 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 Smith, 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 Smith, seconded by Mastrella to adopt the Treasurer and Deputy Treasurer Pre-Pay Claims Policy, carried unanimously.

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

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, Egbertsville Hose Company Reimbursement Policy, Employee Assistance Program Policy, Ethics Policy, Fixed Asset Policy, FOIL Policy, Group Life Insurance Policy, Investment Policy, Length of Service Award Policy, Medical Leave Policy, Member Loss Policy, No Smoking Policy, Physical Examination Policy, Pregnancy Policy, Pre Hospital Care Report

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Retention Policy, Procurement Policy, Public Comment at Meetings and Hearings Policy, 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, Videoconferencing Policy, Vehicle Use Policy, VFBL Benefits Guidelines/Policy, Whistleblower Policy. Motion by Mastrella, seconded by Galvin 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 Mastrella to approve the minutes of the Thursday, December 7, 2023 meeting as written, carried unanimously.

Motion by Mastrella, seconded by Kwiatkowski to approve the minutes of the Wednesday, December 27, 2023 meeting as written, carried unanimously.

Correspondence Sent:

- 12/11/2023 Letter sent to Penflex, Inc. with updated Length of Service Award Program Beneficiary Designation Form for former firefighter Erick S. Cox.
- 12/19/2023 Letter sent to the Egbertsville Firemen's Benevolent Association Inc, advising the Board of Fire Commissioners approved their request to use fire district facilities in January, April and September 2024.
- 12/19/2023 Letter sent to Penflex Actuarial Services LLC advising the monthly benefit in the Egbertsville Fire District LOSAP is increased to \$30.00 per month effective January 1, 2024.
- 12/28/2023 Emails sent to Brindlee Mountain Fire Apparatus, City of Buffalo, Command Fire Apparatus, Fenton Fire, and Fire Tech announcing the potential sale of the 2008 Pierce Velocity pumper.
- 12/29/2023 Email response regarding the sale of the 2008 Pierce Velocity pumper sent to Rob Weiskerger of the Sunset Bay Fire Company.
- 12/29/2023 Email response regarding the sale of the 2008 Pierce Velocity pumper sent to Roger Wnek from Command Fire Apparatus.
- 12/29/2023 Email response regarding the sale of the 2008 Pierce Velocity pumper sent to Josh Schreiber from Brindlee Mountain Fire Apparatus.
- 01/01/2024 Email response regarding the sale of the 2008 Pierce Velocity pumper sent to Brandyn Griewish of the Silver Creek Fire Department.
- 01/01/2024 Email response regarding the sale of the 2008 Pierce Velocity pumper sent to Tom Buel from the Catskills Mountain area.
- 01/02/2024 Email responses regarding the sale of the 2008 Pierce Velocity pumper sent to Mike Moore of the Rapids Volunteer Fire Company.
- 01/03/2024 Email response regarding the sale of the 2008 Pierce Velocity pumper sent to Mark Szczepanik.
- 01/03/2024 Email response regarding the request for additional information on the 2008 Pierce Velocity pumper for sale to Roger Wnek from Command Fire Apparatus.
- 01/03/2024 Email responses regarding the request for additional information on the 2008 Pierce Velocity pumper for sale to Mike Moore of the Rapids Volunteer Fire Company.
- 01/03/2024 Email response regarding the bid submission process for the sale of the 2008 Pierce Velocity pumper sent to Josh Schreiber from Brindlee Mountain Fire Apparatus.

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Correspondence Sent (continued):

- 01/03/2024 Email sent to Commissioner Smith regarding the process for transferring a cellular telephone number.
- 01/03/2024 Email sent to Verizon Wireless account representative Johnny E. Portillo regarding cellular equipment transfer for Commissioner Kwiatkowski.
- 01/04/2024 Email response sent to Captain Jon Trometer and Chief Brandon Peters explaining the status of a February training conference registration.
- 01/04/2024 Email sent to Chief Peters requesting specification details for the proposed new rescue and aerial apparatus.
- 01/04/2024 Email sent to Chief Peters and President Gilson requesting 2024 incoming/outgoing officer door access requirements.

Correspondence Received:

- 12/11/2023 Length of Service Award Beneficiary Designation Updated Form received from former firefighter Erick S. Cox.
- 12/11/2023 Membership Renewal Invoice for Fire Commissioner Michael J. Boehm received from the International Association of Fire Chiefs.
- 12/14/2023 Information received from Fire & Rescue products regarding Amkus Exclusivity and Service Authorization in New York State.
- 12/15/2023 Quotation Only received from FDM Preferred Insurance Company Inc. for Volunteer Firefighters' Benefit Law Policy Renewal Premium \$62,081.00.
- 12/15/2023 Quotation Only received from FDM Preferred Insurance Company Inc. for Workers' Compensation Policy Renewal Premium \$2,075.00.
- 12/15/2023 Letter received from The Dietrich Law Firm P.C. requesting employment/volunteer file including performance review and volunteer application for David Stephan.
- 12/15/2023 Information received from The Pinsky Law Group regarding the 16th Annual Fire & EMS Law & Management Conference April 4-7, 2024 at the Turning Stone Resort & Casino. Registrations are due by March 1, 2024.
- 12/15/2023 Notice of Policy Conditional Renewal received by Arch Insurance Company from Northwoods Corporation regarding the fire district Package Including Auto Policy. Removal of Data-Related Liability and Cyber coverage.
- 12/15/2023 Received the Annual Service Award Program Data Request Package from Penflex Actuarial Services, LLC.
- 12/26/2023 Received request from the Erie County Fire District Officers Association for Fire District Roster 2024.
- 12/26/2023 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP Transaction dated December 15, 2023.
- 12/28/2023 Email received from Rob Weiskerger of the Sunset Bay Fire Company inquiring about the sale of the 2008 Pierce Velocity pumper.
- 12/28/2023 Email received from Roger Wnek from Command Fire Apparatus inquiring about the sale of the 2008 Pierce Velocity pumper.
- 12/28/2023 Email received from Josh Schreiber from Brindlee Mountain Fire Apparatus inquiring about the sale of the 2008 Pierce Velocity pumper.

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Correspondence Received (continued):

- 12/28/2023 Emails sent to Verizon Wireless account representatives Zachary Stephen, Michelle Diaz, and Robert Kinston regarding the issued purchase order for cellular equipment for Tyrone Smith.
- 12/30/2023 Email received from Brandyn Griewish of the Silver Creek Fire Department inquiring about the sale of the 2008 Pierce Velocity pumper.
- 01/01/2024 Email received from Tom Buel from the Catskills Mountain area inquiring about the sale of the 2008 Pierce Velocity pumper.
- 01/01/2024 Emails received from Mike Moore of the Rapids Volunteer Fire Company inquiring about the sale of the 2008 Pierce Velocity pumper.
- 01/01/2024 Email received from Roger Wnek from Command Fire Apparatus requesting additional information regarding the sale of the 2008 Pierce Velocity pumper.
- 01/02/2024 Email solicitation received from Jason Hagg of Bay Area Fire Equipment regarding marketing of the 2008 Pierce Velocity pumper.
- 01/02/2024 Email received from Chief Peters notifying the district that Sydney Michelin's Hose Company Membership has transitioned from Junior Firefighter to Probationary member. Building access was amended.
- 01/02/2024 Received Payment for the Purchase of Year 2015 Chevrolet Tahoe in the amount of \$13,000.00 from James J. Christopher.
- 01/02/2024 Email received from new Verizon Wireless account representative Johnny E. Portillo regarding cellular equipment and number transfers for Past Commissioners Boehm and Commissioner Smith.
- 01/03/2024 Email received from Mark Szczepanik inquiring about the sale of the 2008 Pierce Velocity pumper.
- 01/03/2024 Email received from Captain Jon Trometer inquiring about the status of a February training conference registration.
- 01/03/2024 Email received from Josh Schreiber from Brindlee Mountain Fire Apparatus inquiring about the bid submission process for the sale of the 2008 Pierce Velocity pumper.
- 01/03/2024 Email received from Roger Wnek from Command Fire Apparatus requesting additional information regarding the sale of the 2008 Pierce Velocity pumper.
- 01/03/2024 Email received from Chief Peters regarding acting chief assignments while First Assistant Chief Whitehead Jr. is unavailable.
- 01/03/2024 Email received from President Gilson requesting use of personnel, facilities, and apparatus for fund drive and Hose Company events during the Year 2024.
- 01/03/2024 Email received from Verizon Wireless account representative Johnny E. Portillo regarding the cellular equipment transfer process for Commissioners Kwiatkowski.

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

Chief's Report:

Chief Peters reviewed the following:

- Assistant Chief Fetes will have a medical procedure January 20, 2023 and will be on leave for about two months. The captains will fill in as acting assistant chief. Assistant Chief Whitehead Jr. will be on leave after a medical procedure for a few days beginning today. Captain Flynn will be filling in as an acting assistant chief.
- Presented the Board with a list of hose and equipment to be sold with Engine #1.
- Submitted the completed and revised Training Request Form for a previously approved February lecture in Ohio.

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Chief's Report (continued):

- Requested approval to obtain a firefighter physical for the following candidates upon Hose Company approval:
 - Timothy Yap 175 Crosby Blvd. Amherst, NY 14226 (716-836-6074) timyap716@gmail.com - Junior Firefighter
 - Robert Zeitz 371 Alberta Dr. Amherst, NY 14226 (716-717-4534) zeitze60@gmail.com
 - Christopher Maher 74 Castle Ct. Amherst, NY 14226 (716-243-6723) cmaher1759@gmail.com
 - Jamar Clark 425 Callodine Ave. Amherst, NY 14226 (716-401-7121) jclark29@buffalo.edu
 - Galen Argyle 186 Minnesota Ave. Buffalo, NY 14214 (229-588-0361) galenargyle@gmail.com
 - Collin DeMartin 1319 Ransom Rd. Apt 2A Grand Island, NY 14072 (716-909-4784) cdemartin2@gmail.com

President's Report:

President Gilson reviewed the following:

- Notified the Board that the 2024 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.

Report of Committees

Alarm and Hydrant Committee:

Multerer reported that the Sheridan Dr. hydrant project is complete and that the old locator flags will be moved to the new hydrants if possible.

Apparatus Committee:

- Chief Peters updated the Board on the status of the rescue and aerial replacement intent. A visit to a potential rescue box manufacturer has not yet been conducted. The window to purchase 2024 chassis has closed.
- The Board discussed the bid status and interest for Engine #1.

Convention Committee:

The Board held a brief discussion of upcoming conference schedules.

Finance Committee:

The Board discussed fund transfers.

Health Care Committee: No Report

House Committee:

Multerer reported that the new grill has been installed and reminded the Board of the February target date for the property site survey to support the revised site plan.

Information Technology Committee:

Multerer notified the Board that the replacement network server was installed by Great Lakes IT Services.

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Report of Committees (continued)

Inspection Committee:

Galvin reiterated that the 2024 Inspection and Installation Dinner will be held on June 1, 2024 at the fire station.

Insurance Committee: No Report

Jacket and Uniform Committee:

- Chief Peters asked about ill fitting uniforms after vendor measurements and the process for correction. Braun will followup with Equipment Officer Flynn and United Uniform.
- Mastrella inquired about expanding the approved provided uniform to include shoes. She was concerned with the lack of uniformity and general appearance of the department during a recent event. Mastrella will research options.

Service Awards Committee:

Braun reported that Penflex was notified 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 went into effect January 1, 2024.

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

Unfinished Business:

- The Board discussed the the potential monetary requirements for fully funding a new aerial. Motion by Kwiatkowski, seconded by Mastrella to issue a permissive referendum notice to authorize the Egbertsville Fire District to spend up to an additional seven hundred fifty thousand dollars (\$750,000.00) to purchase, equip and replace a 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, carried unanimously. Chairman Multerer directed Hodges to issue the referendum.

New Business:

- Motion by Mastrella, seconded by Smith to include the hose and equipment items as outlined by Chief Peters in his report, for inclusion in the sale of the 2008 Pierce Velocity pumper, carried unanimously.
- Motion by Mastrella, seconded by Galvin to approve the following applicants for a physical examination pending Hose Company approval: Timothy Yap 175 Crosby Blvd. Amherst, NY 14226 (716-836-6074) timyap716@gmail.com - Junior Firefighter, Robert Zeitz 371 Alberta Dr. Amherst, NY 14226 (716-717-4534) zeitze60@gmail.com, Christopher Maher 74 Castle Ct. Amherst, NY 14226 (716-243-6723) cmaher1759@gmail.com, Jamar Clark 425 Callodine Ave. Amherst, NY 14226 (716-401-7121) jclark29@buffalo.edu, Galen Argyle 186 Minnesota Ave. Buffalo, NY 14214 (229-588-0361) galenargyle@gmail.com - out of district Hours Program, and Collin DeMartin 1319 Ransom Rd. Apt 2A Grand Island, NY 14072 (716-909-4784) cdemartin2@gmail.com - out of district Hours Program, carried unanimously.
- Braun indicated that there was an issue with the title transfer for the recently sold 2015 Chevrolet Tahoe. He expects a correction shortly.

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
John M. Kwiatkowski – Vice Chairman
Patrick M. Galvin
Christina M. Mastrella
Tyrone P. Smith

Appointed Officers:

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

Thursday, January 4, 2024

New Business (continued):

- The Board reviewed the correspondence from the Dietrich Law Firm P.C. requesting documentation pertaining to the service of David Stephan. The attorney is drafting a restrictive response.
- Smith inquired as to the current cost to properly equip a firefighter. Chief Peters estimated the cost to be around \$6,000.00.
- Mastrella briefed the board on the training stipend initiative of the Office of Fire Prevention and Control to enhance recruitment and retention. Additional program details will be available in the coming months.

Treasurer's Report:

- Motion by Mastrella, seconded by Galvin to pay the December 31, 2023 bills in the amount of \$53,481.57 as detailed on the attached breakdown, carried unanimously.
- Motion by Kwiatkowski, seconded by Smith to pay the January 4, 2024 bills in the amount of \$71,741.48 as detailed on the attached breakdown, carried unanimously.
- Motion by Mastrella, seconded by Smith to authorize the Treasurer or Deputy Treasurer to transfer up to \$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 Kwiatkowski, seconded by Mastrella to adjourn the meeting for dinner at 5:56 p.m., carried unanimously.

Dinner:

The Board continued discussion during dinner at Russell's Steaks, Chops, and More at 6675 Transit Road Amherst, NY 14221. During this period, the Board discussed conducting a walkthrough of the building to assess the status of ongoing projects and potential new projects before the February Regular Meeting. President Gilson clarified his request regarding 2024 event and fund drive activity; motion by Galvin, seconded by Kwiatkowski to allow reasonable use of manpower, apparatus, and facilities to support fund drive activity conducted by the Hose Company, carried unanimously. Gilson also thanked the Board for their willingness to allow him to provide feedback during their meetings and looks forward to another good year.

Motion by Mastrella, seconded by Smith to adjourn the meeting at 9:09 p.m., carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

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Thursday, January 4, 2024

EGBERTSVILLE FIRE DISTRICT
1880 Eggert Road
Egbertsville, New York 14226-2233

YEAR 2024 SALARY & WAGE SCHEDULE

Caretaker James J. Christopher - Salary Payable Bi-Monthly	\$56,291.00
Part Time Master Mechanic Mark Chapin – Salary Payable Bi-Monthly	\$21,760.00
Secretary/Treasurer – Annual Salary Payable Monthly	\$28,898.00
Assistant Secretary/Deputy Treasurer – Annual Salary Payable Monthly	\$16,500.00

As contained in the Year 2024 Fire District Budget.

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Thursday, February 1, 2024

Chairman Multerer called the meeting to order at 7:00 p.m. in the Fire District Board Room after the the Board conducted a facility walkthrough to identify items in need of repair or update. The following were in attendance for the walkthrough: Galvin, Kwiatkowski, Multerer and Smith. Also in attendance: Chief Peters, Braun and Hodges.

Fire Commissioners in attendance for the meeting: Galvin, Kwiatkowski, Mastrella (remote), Multerer, and Smith. Also in attendance: Chief Peters, President Gilson, Assistant Chief Whitehead Jr., David Mastrella, David Rogge, Braun and Hodges.

Chairman Multerer suspended the regular order of business to open received bids for the sale of the 2008 Pierce Velocity pumper:

- Brindlee Mountain Fire Apparatus (15410 U.S. Hwy 231 Union Grove, AL 35175) - \$151,000.00
- Command Fire Apparatus (20 Wildflower Lane Lancaster, PA 17603) - \$161,757.95
- Sunset Bay Volunteer Fire Company (12798 Allegheny Rd. Irving, NY 14081) - \$105,000.00

Chairman Multerer continued the suspension of the regular order of business to allow Potter Harris & Scherrer representative, Thomas O. Brady, to present updates on the March 1, 2024 Fire District Insurance coverage. Mr. Brady discussed and explained the coverage (with options) contracted by the Fire District for a proposed renewal cost of \$71,344.00 and took questions from the Board.

Resuming the regular order of business at 7:22 p.m. Chairman Multerer called for approval of the minutes of the previous meeting. Motion by Galvin, seconded by Smith to approve the minutes of the Thursday, January 4, 2024 meeting as written, carried unanimously.

Correspondence Sent:

- 01/08/2024 Email responses regarding the sale of the 2008 Pierce Velocity pumper sent to Mike Moore of the Rapids Volunteer Fire Company.
- 01/08/2024 Email sent to Chief Peters confirming 2024 officer building door access changes.
- 01/11/2024 Email letter sent to Collin DeMartin regarding Prospective Firefighter Physical Examination at Occustar Workplace Compliance. Copy to Chief Peters.
- 01/11/2024 Email letter sent to Galen Argyle regarding Prospective Firefighter Physical Examination at Occustar Workplace Compliance. Copy to Chief Peters.
- 01/11/2024 Email letter sent to Jamar Clark regarding Prospective Firefighter Physical Examination at Occustar Workplace Compliance. Copy to Chief Peters.
- 01/11/2024 Email letter sent to Christopher Maher regarding Prospective Firefighter Physical Examination at Occustar Workplace Compliance. Copy to Chief Peters
- 01/11/2024 Email letter sent to Robert Zeitz regarding Prospective Firefighter Physical Examination at Occustar Workplace Compliance. Copy to Chief Peters.
- 01/11/2024 Email letter sent to Timothy Yap regarding Prospective Firefighter Physical Examination at Occustar Workplace Compliance. Copy to Chief Peters.

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Asst. Secretary/Dep. Treasurer

Thursday, February 1, 2024

Correspondence Sent (continued):

- 01/11/2024 Email sent to Timothy Knight Occustar Workplace Compliance LLC, approving physical examinations for Timothy Yap 175 Crosby Blvd. Amherst, NY 14226 (716-836-6074) timyap716@gmail.com - Junior Firefighter, Robert Zeitz 371 Alberta Dr. Amherst NY 14226 (716-717-4534) zeitzr60@gmail.com, Christopher Maher 74 Castle Ct. Amherst NY 14226 (716-243-6723), cmaher1759@gmail.com, Jamar Clark 425 Callodine Ave. Amherst NY 14226 (716-401-7121) jclark29@buffalo.edu, Galen Argyle 186 Minnesota Ave. Buffalo NY 14214 (229-588-0361) galenargyle@gmail.com, and Collin DeMartin 1319 Ransom Rd. Apt 2A Grand Island NY 14072 (716-909-4784) cdemartin2@gmail.com.
- 01/11/2024 Email response regarding the sale of the 2008 Pierce Velocity pumper sent to Josh Schreiber from Brindlee Mountain Fire Apparatus.
- 01/19/2024 Letter sent to Town of Amherst Clerk with Appointed Officers Oaths of Office for Secretary, Assistant Secretary, Treasurer and Deputy Treasurer.
- 01/20/2024 Email to Michael J. Boehm with International Association of Fire Chief Membership Invoice.
- 01/22/2024 Email to Michael Boehm with copy of January 8, 2024 Verizon Wireless invoice for his iPhone in the amount of \$59.93.
- 01/23/2024 Email to Ty Smith with information from the Association of Fire Districts of the State of New York on Year 2024 Fire Commissioner Training.
- 01/23/2024 Board of Fire Commissioners Contact Information sent to the Association of Fire Districts of the State of New York.
- 01/23/2024 Email and Letter sent to Attorney William H. Mattrey advising of his re-appointment as Attorney for the Egbertsville Fire District Year 2024.
- 01/25/2024 Letter sent to the Egbertsville Hose Company and Egbertsville Firemen's Benevolent Association regarding the October 1, 2024 deadline for organizations operating within the facility to comply with the annual New York State mandated Sexual Harassment Training requirements.
- 01/25/2024 Email sent to Alpine Software Tech Support inquiring about a pending unrequested program update.
- 01/29/2024 Email response regarding the sale of the 2008 Pierce Velocity pumper sent to Shad Garner of the Lackawanna Fire Department.
- 01/29/2024 Email sent to President Gilson confirming the completion of his verbal request to activate building door access for Executive Board members Schreck and Stephan and maintain access for Brand, Cumpston, and P. Christopher.
- 01/29/2024 Email sent to Thomas O. Brady advising Year 2015 Chevrolet Tahoe Fire District Chiefs Vehicle has been sold and should be removed from insurance coverage.
- 01/29/2024 Letter sent to Paul McDonald with LOSAP Entitlement information including Payment Commencement and Beneficiary Designation Forms.
- 01/29/2024 Letter sent to Brian K. Multerer with LOSAP Entitlement information including Payment Commencement and Beneficiary Designation Forms.
- 01/29/2024 Letter sent to Donald F. Fetes with LOSAP Entitlement information including Payment Commencement and Beneficiary Designation Forms.
- 01/29/2024 Third and FINAL Letter sent Certified Mail with Return Receipt to Stephen Blochwitz with LOSAP Entitlement information including Payment Commencement and Beneficiary Designation Forms.
- 01/29/2024 Letter sent to Penflex Actuarial Services LLC, requesting assistance in providing contact information for Michael P. Rotola regarding his LOSAP Entitlement.

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Thursday, February 1, 2024

Correspondence Received:

- 01/04/2024 Email received from Chief Peters providing a portion of the specification details for the proposed new rescue and aerial apparatus previously requested.
- 01/05/2024 Email received from Mike Moore of the Rapids Volunteer Fire Company regarding the sale of the 2008 Pierce Velocity pumper.
- 01/05/2024 Email received from Chief Peters requesting 2024 incoming officer door access for B.Schmitt and A. Rodriguez and to remove officer access for A. Neubert.
- 01/05/2024 Certificate of Liability Insurance and Workers' Compensation Insurance received from Lawley, LLC for Twin City Ambulance Corp.
- 01/05/2024 Letter received from DMA Fire Apparatus LLC regarding used Fire & EMS apparatus broker services.
- 01/05/2024 Enhanced Cancer Disability Benefits Renewal Policy and Invoice received from Potter, Harris & Scherrer Agency.
- 01/08/2024 Certificate of Liability Insurance and Workers' Compensation Insurance received from Willis Towers Watson Midwest, Inc. for Davis-Ulmer Sprinkler Company, Inc. dba All Sate Fire & Security.
- 01/08/2024 Information received from Fire Law Publishing, Inc. regarding The Public Officer's Guide to The Freedom of Information and Open Meeting Laws, \$275.00 per manual plus \$15.00 Shipping.
- 01/10/2024 Received a copy of correspondence from Attorney William H. Mattrey to Detrich Law Firm P.C. regarding their request for records of Firefighter David Stephan.
- 01/11/2024 Received copies of Bank Statements from the Amherst Fire District Officers Association for the Years 2022 and 2023.
- 01/11/2024 Email received from Josh Schreiber from Brindlee Mountain Fire Apparatus making notification that a bid for the sale of the 2008 Pierce Velocity pumper has been sent.
- 01/12/2024 Received International Association of Fire Chiefs Membership Invoice for Past Fire Commissioner Michael J. Boehm.
- 01/15/2024 Email received from Chief Peters advising Second Assistant Chief Donald Fetes will be out of service for approximately 4 weeks and detailing dates where Captains Trometer, Sikirica and Flynn will be Acting Second Assistant Chief.
- 01/22/2024 Received RBC Wealth Management Portfolio Review for December 2023 along with a cover letter and a copy of Global Insight. All information forwarded to Board members.
- 01/22/2024 Email received from the Erie County Board of Elections advising use of fire district facilities on Tuesday, June 25, 2024 for Primary Election Day and Tuesday, November 5, 2024 for General Election Day.
- 01/25/2024 Received Non-Trade Confirmation Notice from RBC Wealth Management for a LOSAP Transaction on January 16, 2024.
- 01/25/2024 Received IRS Forms 1099-INT from M & T Bank for Budget Savings and Repair Reserve Savings Accounts.
- 01/26/2024 Email received from Alpine Software Tech support reporting they do not know what a pending RedAlert program update contains.
- 01/27/2024 Email received from Shad Garner of the Lackawanna Fire Department inquiring about the sale of the 2008 Pierce Velocity pumper.
- 01/30/2024 Letter received from James McCullough asking for support for his election as Director of the Association of Fire Districts of the State of New York replacing Director James Havernick who passed away

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Thursday, February 1, 2024

Correspondence Received (continued):

- 01/30/2024 Correspondence received from the Association of Fire Districts of the State of New York with Ballot and Voting information for Directors of Region VI. The candidates are Robert Monkelbaan, William Graczyk, James McCullough and Thomas A. Merrill, vote for two.
- 01/30/2024 Received Non-Trade Confirmation Notice from RBC Wealth Management for a LOSAP Transaction on January 18, 2024.
- 01/30/2024 Received a Check in the amount of \$325.00 from the County of Erie Office of the Comptroller for the Board of Elections use of fire district facilities for the Year 2023 General Election.
- 01/30/2024 Received IRS Forms 1099-INT from M&T Bank for Capital Reserve Truck Fund CD, Capital Reserve Truck Fund Savings Account, Capital Reserve Equipment Fund CD and Capital Reserve Equipment Fund Savings Account.
- 01/31/2024 Email received from Eagle Systems Inc. with Annual Service Agreement renewal for the Kyocera Copy Machine in the amount of \$924.00.

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

Chief's Report:

Chief Peters reviewed the following:

- His staff is investigating options for Hours Program firefighter tracking and inventory management software. A proposal should be ready for next month.
- Reports that the the 2023 Year End Report is almost complete and will be emailed to the Board in the coming days.
- Requested the sale of four surplus Motorola portable radios to the Town of Amherst.
- Notified the Board that Firefighter Tori Benson would like to transition to an Hours Program Firefighter and has moved outside of the territory.
- Informed the Board that applicants Timothy Yap 175 Crosby Blvd. Amherst, NY 14226 (716-836-6074) timyap716@gmail.com, Christopher Maher 74 Castle Ct. Amherst NY 14226 (716-243-6723), cmaher1759@gmail.com, and Galen Argyle 186 Minnesota Ave. Buffalo NY 14214 (229-588-0361) galenargyle@gmail.com have completed the physical examination requirements and are pending membership approval at the next meeting of the Egbertsville Hose Company.
- Stated that a proposal for officer qualifications is continuing.
- Requested approval to obtain a firefighter physical for the following candidates:
 - Robert Byers (2315 Hopkins Rd, Getzville, NY, 14068 716-578-9686) - Hours Program
 - Nicole Woodford (19 Harcroft Ct. Amherst, NY, 14226 716-531-1371 nicolewoodford@livenation.com) - Hours Program
 - Robert Woodford (19 Harcroft Ct. Amherst, NY, 14226 716-894-5087 rwoodford@mercyflight.org) - Hours Program
 - Logan Morton (171 Callodine Ave. Amherst, NY, 14226 716-398-3066 ssm2816@gmail.com)
 - Damian Blain (197 Minnesota Ave. Buffalo, NY, 14214 631-388-3170 damianbl@buffalo.edu) - Membership class undetermined

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Thursday, February 1, 2024

Chief's Report (continued):

- Reported that he and the following individuals will be attending the previously approved FDIC conference:
 - Lieutenant Paige Cosgrove
 - Lieutenant Andrew Hazzan
 - Lieutenant Brandon Schmitt
- Requested the following equipment:
 - Initiation of the 2024 turnout gear fitting process
 - McKesson - Airways for a total cost of \$467.19
 - Witmer - Bailout equipment for a total cost of \$201.00

Chief Peters indicated that there was a sensitive personnel issue that he would like to discuss with the Board. Motion by Kwiatkowski, seconded by Galvin, carried unanimously, to suspend the regular order of business and enter executive session to discuss a personnel issue at 7:39 p.m. The Board exited executive session at 7:46 p.m. and returned to the regular order of business after determining there was no issue on a motion by Galvin, seconded by Mastrella, carried unanimously.

President's Report:

President Gilson provided a Hose Company telephone list to the Board and was advised that a specific list of the non-resident firefighters is required for continued program compliance.

Report of Committees

Alarm and Hydrant Committee: No Report

Apparatus Committee:

- The Board reviewed the replacement aerial boilerplate document that is waiting tool and equipment weight information from Chief Peters.
- Chief Peters updated the Board on an issue with the aerial bucket leveling system. Firematic will run a software update to attempt to correct the self leveling malfunction.

Convention Committee: No Report

Finance Committee: No Report

Health Care Committee: No Report

House Committee:

- The Board briefly discussed the 2024 Spring Cleanup solicitation requirements. Smith will look into options for consideration at the next meeting.
- The Board was updated on the tentative schedule for the Apparatus Room Exhaust Extraction Project; apparatus exhaust pipe third party installers identified and scheduled; equipment installation targeted for March.

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Thursday, February 1, 2024

Report of Committees (continued)

House Committee(continued):

- The Board held a lengthy discussion regarding the revision of the site plan and storage building options.

Information Technology Committee:

- Multerer relayed a request from John Buttino to activate the scan to email option for the main copier.
- The Board discussed the WebEx service renewal with expanded storage from Hungerford Technologies for a cost of \$780.00.

Inspection Committee: No Report

Insurance Committee:

The Board held a lengthy discussion regarding the annual insurance coverage requirements.

Jacket and Uniform Committee:

The Board discussed the need to hold a jacket inspection and fitting before the March 4, 2024 Hose Company Regular Meeting. Smith will be the fire district contact and Chief Peters will notify Equipment Officer Flynn to make the arrangements for the session.

Service Awards Committee:

Braun reported that the contact address for Stephen Blockowitz and Michael Rotola remain elusive.

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

Unfinished Business:

- The Board held a lengthy discussion regarding the sale of the 2008 Pierce Velocity pumper. Motion by Kwiatkowski, seconded by Galvin to sell the 2008 Pierce Velocity pumper to the high bidder from Command Fire Apparatus (20 Wildflower Lane Lancaster, PA 17603) for a cost of \$161,757.95, carried unanimously.
- Motion by Kwiatkowski, seconded by Smith to approve applicants Timothy Yap 175 Crosby Blvd. Amherst, NY 14226 (716-836-6074) timyap716@gmail.com, Christopher Maher 74 Castle Ct. Amherst NY 14226 (716-243-6723), cmaher1759@gmail.com, and Galen Argyle 186 Minnesota Ave. Buffalo NY 14214 (229-588-0361) galenargyle@gmail.com for active service pending physical examination results and Hose Company membership approval, carried unanimously.

New Business:

- Motion by Smith, seconded by Mastrella to purchase the items requested by the chief as outlined in his report for a total of \$668.19, pending 2024 funds availability and allow the process for turnout gear fittings to begin for order in the coming months, carried unanimously.
- The Board discussed the potential sale of four surplus Motorola radios to the Town of Amherst as requested by Chief Peters. The Board is receptive to the request at a cost of \$250.00 for each radio and directed Peters to provide the radio inventory specifics for consideration at the March meeting.

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Thursday, February 1, 2024

New Business (continued):

- Motion by Smith, seconded by Galvin to approve the status change of Firefighter Tori Benson to Hours Program Firefighter, carried unanimously.
- Motion by Galvin, seconded by Smith to approve the following applicants for a physical examination pending Hose Company approval: Robert Byers (2315 Hopkins Rd, Getzville, NY, 14068 716-578-9686) - Hours Program, Nicole Woodford (19 Harcroft Ct. Amherst, NY, 14226 716-531-1371 nicolewoodford@livenation.com) - Hours Program, Robert Woodford (19 Harcroft Ct. Amherst, NY, 14226 716-894-5087 rwoodford@mercyflight.org) - Hours Program, Logan Morton (171 Callodine Ave. Amherst, NY, 14226 716-398-3066 ssm2816@gmail.com), and Damian Blain (197 Minnesota Ave. Buffalo, NY, 14214 631-388-3170 damianbl@buffalo.edu) - Membership class undetermined, carried unanimously.
- Motion by Smith, seconded by Mastrella to approve the activation of the scan to email option on the main copier, carried unanimously.
- Motion by Galvin, seconded by Mastrella to approve the WebEx annual subscription quote with expanded storage from Hungerford Technologies for continuation of the annual videoconferencing service agreement for a cost of \$780.00, carried unanimously.
- Motion by Smith, seconded by Kwiatkowski to drop the spousal and terrorism options from the 2024 insurance coverage reducing the annual cost by \$1,800.00 for a total policy amount of \$69,544.00, carried unanimously.
- Motion by Kwiatkowski, seconded by Smith to approve the request from the Amherst Fire District Officers Association Treasurer to destroy banking and associated records and to retain the last seven years, carried unanimously.
- The Board discussed the site plan revision process and the contracting a civil engineer to continue the movement of the concrete repair project. To date the architect has obtained one service quotation but has had difficulty obtaining additional quotations. Motion by Galvin, seconded by Kwiatkowski to waive the Procurement Policy requirements and approve an expenditure of up to \$7,000.00 to contract a civil engineer for project services if no other quotations can be obtained, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to contract VSP Graphics to remove the graphics from the sold 2008 Pierce Velocity pumper for a cost not to exceed \$1,000.00, carried unanimously.
- Motion by Galvin, seconded by Smith to renew the annual service agreement with Eagle Systems Inc. for the Copystar CS3051ci copier printer for a cost of \$924.00, carried unanimously.
- The Board reviewed the Association of Fire Districts of the State of New York ballot for the two open Region Six Director positions. Motion by Smith, seconded by Kwiatkowski to cast one ballot each for Thomas A. Merrill and James McCullough, carried unanimously.
- Motion by Galvin, seconded by Smith to approve the use of facilities request from John Whitehead Jr. from 2:00 to 6:00 p.m. on February 18, 2024 for a family event, carried unanimously.
- Chief Peters apologized for the lack of specifics and a submitted request form but asked the Board to approve the use of facilities for an upcoming Erie County training event that will begin in March and go through May of 2024. Chief Peters will have Assistant Chief Fetes submit the required information for building and door access. Motion by Kwiatkowski, seconded by Galvin to approve the use of facilities request pending the submittal of the request form, carried unanimously.
- Chief Peters requested the addition of Mechanical Room access for the firematic offers to access building services. The Board felt there was no need at this time and denied the request.

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Thursday, February 1, 2024

Treasurer's Report:

- Motion by Smith, seconded by Kwiatkowski to pay the bills in the amount of \$75,455.43 as detailed on the attached breakdown, carried unanimously.
- Motion by Kwiatkowski, seconded by Smith to pay the drill reimbursement request from the Egbertsville Hose Company in the amount of \$1,909.00 for the period of July through December 2023 pending documentation review and verification by Treasurer Braun, carried unanimously.
- Motion by Smith, seconded by Galvin to pay the invoice from Fire By Trade in the amount of \$586.00 for equipment pending its receipt, carried unanimously.
- Motion by Smith, seconded by Galvin to pay the invoice from architect Ronald Trigilio in the amount of \$365.72 for the scanning of building prints and documents, carried unanimously.

Motion by Smith, seconded by Galvin to adjourn the meeting at 9:03 p.m., carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

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Thursday, March 7, 2024

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

Fire Commissioners in attendance: Galvin, Kwiatkowski, Mastrella, Multerer, and Smith (remote non-quorum due to technical issues). Also in attendance: Chief Peters, Assistant Chief Whitehead Jr., Andrew Hazzan, David Rogge, David Mastrella, Braun and Hodges.

Chairman Multerer immediately suspended the regular order of business to meet with RBC Wealth Management representative David Rogers for a financial position overview of the Length of Service Award Program accounts.

Chairman Multerer continued the suspension of the regular order of business to discuss property cleanup and landscaping options with Caretaker Christopher. Three quotations for services were acquired by Christopher and Smith as follows:

- Brothers Environmental Solutions (285 Rambling Rd. East Amherst, NY 14051 716-207-2754) - Cleanup and Landscape Bed Work and Plantings \$13,600.00 (plus undetermined hourly rate for the requested service)
- Restorff's Landscape Service (740 Kenmore Ave. Buffalo, NY 14216 716-835-7434) - Cleanup and Landscape Bed Work and Plantings \$15,720.00 (with options to subtract services)
- Grabber & Sons Inc. (3224 Harlem Rd. Buffalo, NY 14225 716-633-1920) - Cleanup and Landscape Bed Work and Plantings \$37,778.00

Resuming the regular order of business at 7:38 p.m. Chairman Multerer called for approval of the minutes of the previous meeting. Motion by Kwiatkowski, seconded by Galvin to approve the minutes of the Thursday, February 1, 2024 meeting as written, carried unanimously.

Correspondence Sent:

- 02/02/2024 Drill Expense Reimbursement Vouchers for Year 2024 sent to Egbertsville Hose Company President Jeffrey L. Gilson.
- 02/02/2024 Email sent to Sunset Bay Volunteer Fire Company advising their bid for the 2008 Pierce Pumper was not successful.
- 02/02/2024 Email sent to Brindlee Mountain Fire Apparatus advising their bid for the 2008 Pierce Pumper was not successful.
- 02/02/2024 Email sent to Command Fire Apparatus advising their bid for the 2008 Pierce Pumper was the successful bid.
- 02/06/2024 Letter sent to Michael P. Rotola with LOSAP Entitlement information including Payment Commencement and Beneficiary Designation Forms. Copy to Penflex.
- 02/06/2024 Letter and LOSAP Entitlement Forms sent to Penflex, Inc. for Donald F. Fetes. Copy to Mr. Fetes.
- 02/06/2024 Email to Eagle Systems with Annual Service Agreement Renewal for Kyocera Copy Machine.
- 02/09/2024 Letter to The Dietrich Law Firm, P.C., with Administrative and Medical Records for David Stephan.
- 02/09/2024 Email to William H. Mattrey, Esq. with copy to Board members cover letter and delivery receipt for documents delivered to The Dietrich Law Firm, P. C. regarding David Stephan.
- 02/09/2024 Letter sent to the New York State Comptroller requesting a sixty-day extension to submit the Year 2023 Annual Update Document. Copy sent to Lumsden & McCormick.

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

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John M. Kwiatkowski – Vice Chairman
Patrick M. Galvin
Christina M. Mastrella
Tyrone P. Smith

Appointed Officers:

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

Thursday, March 7, 2024

Correspondence Sent (continued):

- 02/11/2024 Letter sent to Firematic Supply Company, Inc. Tonawanda Service Facility advising correspondence should be addressed to the Egbertsville Fire District and not Hose Company and that Engine #1 has been sold and will not require Annual Service.
- 02/13/2024 Length of Service Award Program Year 2023 Data Request Package sent to Penflex, Inc.
- 02/13/2024 Letters sent to John M. Boser, Paige Cosgrove, Andrew Hazzan and Alehandro E. Rodriguez with LOSAP Beneficiary Designation Forms as requested by Penflex, Inc.
- 02/17/2024 Email sent to Occustar Workplace Compliance LLC with authorization for Prospective Firefighter Physical Examination for Robert Byers, 2315 Hopkins Road, Getzville, NY 10468.
- 02/18/2024 Letter sent to Thomas O. Brady, Potter, Harris & Scherrer Agency with March 1, 2024 Insurance coverage renewal documents.
- 02/19/2024 Letter and LOSAP Entitlement Forms sent to Penflex, Inc. for Paul J. McDonald. Copy to Mr. McDonald.
- 02/23/2024 Email sent to Jim Tabor, Firematic Supply Co. Inc. requesting assistance to obtain a duplicate original "Certificate of Origin for a Vehicle" 2008 Pierce Engine #1.
- 02/26/2024 Email sent to Thomas O. Brady, Potter, Harris & Scherrer Agency with revised ESIP Policy Request Form and Terrorism Coverage Form.
- 02/26/2024 Email sent to Jim Tabor, Firematic Supply Co. Inc. with five signed affidavit forms requesting Original Certificates of Origin for a Vehicle for Engine #1, #2, #3, Rescue #5 and Truck #6.
- 02/26/2024 Letter and LOSAP Entitlement Forms sent to Penflex, Inc. for Brian K. Multerer. Copy to Mr. Multerer.
- 02/26/2024 Email letter sent to Damian Blain 197 Minnesota Ave. Buffalo, NY 14214 authorizing a Prospective Firefighter Physical Examination at Occustar Workplace Compliance.
- 02/26/2024 Email letter sent to Logan Morton 171 Callodine Ave. Amherst, NY 14226 authorizing a Prospective Firefighter Physical Examination at Occustar Workplace Compliance.
- 02/26/2024 Email letter sent to Robert Woodford 19 Harcroft Ct. Amherst, NY 14226 authorizing a Prospective Firefighter Physical Examination at Occustar Workplace Compliance.
- 02/26/2024 Email letter sent to Nicole Woodford 19 Harcroft Ct. Amherst, NY 14226 authorizing a Prospective Firefighter Physical Examination at Occustar Workplace Compliance.
- 02/26/2024 Email letter sent to Occustar Workplace Compliance with copies of letters to Damian Blain, Logan Morton, Robert Woodford and Nicole Woodford requesting prospective firefighter physical examinations.
- 03/03/2024 Letter sent to the Town of Amherst Highway Superintendent with an updated list of Egbertsville Fire District apparatus purchasing Gasoline and Diesel Fuel at that facility.

Correspondence Received:

- 02/02/2024 Received LOSAP Payment Application Form and related records from Donald F. Fetes.
- 02/06/2024 Received a request from Bill Graczyk, candidate for Director Region #6 AFDSNY, requesting the Boards consideration to vote for him.
- 02/06/2024 Received a request from Robert Monkelbaan, candidate for Director Region #6 ASDSNY, requesting the Boards consideration to vote for him.
- 02/06/2024 Letter received from Pitney Bowes Bank Credit Team, Purchase Power, advising the Egbertsville Fire District Credit limit has been reduced to \$700.00 better reflecting actual usage.
- 02/07/2024 Received the Year 2023 LOSAP Account Statement from RBC Wealth Management, copy sent to Board Members.

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Thursday, March 7, 2024

Correspondence Received (continued):

- 02/07/2024 Received the January 2024 LOSAP Account Statement from RBC Wealth Management, copy sent to Board Members.
- 02/10/2024 Received Non-Trade Confirmation Notice from RBC Wealth Management for a LOSAP transaction on January 31, 2024.
- 02/10/2024 Received Letters from Firematic Supply Company, Inc. advising Annual Service is due on Engine #1, #2 and #3.
- 02/15/2024 Letter received from Snyder Fire Commissioner Thomas A. Merrill requesting the Boards consideration to vote for him as a Region 6 Director of the Association of Fire Districts of the State of New York.
- 02/16/2024 Email received from Occustar Workplace Compliance with current invoice for three prospective firefighter physicals; also advising that a no-call/no-show fee will be added soon in response to a greater number of individuals not showing up for scheduled exams.
- 02/19/2024 Received LOSAP Payment Application Form and related records from Paul J. McDonald.
- 02/22/2023 Email received from the Erie County Board of Elections requesting use of fire district facilities on Tuesday, April 2, 2024 for Presidential Primary Election.
- 02/22/2023 Email received from the Association of Fire Districts of the State of New York regarding proposed changes to the OSHA 1910.156 regulations.
- 02/23/2024 Email received from the Erie County Board of Elections requesting use of fire district facilities on Tuesday, April 30, 2024 for a Special Election.
- 02/23/2024 Email received from The Northwoods Corporation with Insurance Endorsements deleting the Year 2015 Chevrolet Tahoe Rapid Response Vehicle.
- 02/23/2024 Received LOSAP Beneficiary Designation Form mailed to Alejandro E. Rodriguez at 1319 Ransom Road, Grand Island, New York as "Return to Sender-Unable to Forward".
- 02/23/2024 Received LOSAP Payment Commencement Form, etc. mailed Certified with Return Receipt to Stephen Blochwitz, 13059 Dorsch Road, Akron, New York 14001 as "Return to Sender-Unable to Forward".
- 02/23/2024 Letter received from McNeil & Co. advising the legal action brought by Clara Motley-Stanton has been closed however, Gallagher Bassett-Carrier Practice on behalf of Arch Insurance Company paid Clara Motley-Stanton an expense payment of \$7,019.22.
- 02/23/2024 Request to use Fire District Facilities received from Assistant Fire Chief Donald Fetes for Firefighter 1 Training Tuesday's, Thursday's and Sunday's beginning March 12, 2024 and ending May 16, 2024; April 14 & 21 Class to be held at the Tonawanda Fire Tower.
- 02/26/2024 Email received from Thomas O. Brady with revised March 1, 2024 Renewal Proposal along with an ESIP Policy Request Form and Terrorism Coverage Disclosure Notice form with the sale of Engine #1 and Rapid Response Vehicle #5-1 removed from the insurance program.
- 02/26/2024 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated February 15, 2024.
- 02/26/2024 Received LOSAP Payment Application Form and related records from Brian K. Multerer.
- 02/28/2024 Received the Year 2024 Budget Funds from the Town of Amherst Comptroller's Office.
- 02/28/2024 Received Affidavit of Publication from the Amherst Bee for the Legal Notice Year 2024 Regular Board of Fire Commissioner Meeting Dates.
- 02/29/2024 Request received from Donald Fetes to use fire district facilities on May 11, 2024 for an Anniversary Party.

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Thursday, March 7, 2024

Correspondence Received (continued):

- 02/29/2024 Email received from the Office of the New York State Comptroller confirming the creation of Deputy CFO for Stephen K. Hodges Jr. to be used in conjunction with filing the fire district Annual Update Document.
- 03/04/2024 Email received from Command Fire Apparatus advising they received the New York State Registration Document for the 2008 Pierce Velocity Pumper.
- 03/05/2024 Return to duty letter received from Excelsior Orthopaedics, LLP advising Firefighter Nicholas S. Schmitt may return to duty as of March 11, 2024. Copy forwarded to Occustar Workplace Compliance for their response.
- 03/05/2024 New York State Department of Motor Vehicles confirmation of destruction of Official License Plates for 2008 Pierce Engine #1 and 2015 Chevrolet RR#5-1.
- 03/05/2024 Payment receipt received from the Town of Amherst Clerk for Year 2024 Town and County Taxes.
- 03/05/2024 Received 2024 Assessment Notification from the Town of Amherst increasing the Level of Assessment from 62.00% to 100.00% Equalization Rate.
- 03/05/2024 Email received from the Office of the New York State Comptroller confirming the creation of Preparer User Accounts for Sara Dayton and Mary Young from Lumsden & McCormick to be used in conjunction with filing the fire district Annual Update Document.
- 03/06/2024 Letter received from Firematic Supply Company, Inc. advising Truck #6 is due for New York State Inspection and Annual Service.

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

Chief's Report:

Chief Peters reviewed the following:

- Reported that Firefighter Schaut has requested medical leave.
- Presented the Board with initial options and estimates for the purchase of new self contained breathing apparatus (SCBA) and the associated air fill station modifications or replacement that would be required.
- Requested that the three chief vehicles have the interiors detailed by Loupe Detailing Service for a cost of \$1,125.00.
- Reported that his group as well as the Town of Amherst Emergency Services Department are preplanning for the upcoming eclipse event in April.
- Informed the Board that due to housing needs he may be relocating outside of the residency requirements.
- Notified the Board that Hose Company has one potential new applicant (no name or information available) and asked for approval to obtain a firefighter physical.
- Requested various medical supplies from McKesson Medical for a total cost of \$828.82.

President's Report: None

Report of Committees

Alarm and Hydrant Committee:

Multerer stated that hydrant marking will continue as the weather improves. Completion is near.

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Report of Committees (continued)

Apparatus Committee:

- Braun reported that the sale of Engine #1 is complete.
- The Board discussed the replacement of the aerial and heavy rescue.
- Chief Peters reported that Truck #6 is out for service to install the exhaust extraction tailpipe adapter and a software update to improve the bucket leveling function.

Convention Committee: No Report

Finance Committee:

The Board discussed fund transfers.

Health Care Committee:

Kwiatkowski and Braun relayed a new stipulation from the fire district medical provider regarding individuals that fail to attend their scheduled appointment time; these individuals will be charged a service fee.

House Committee:

- Smith outlined concrete apparatus apron repair options and the Board discussed the overall direction regarding the concrete replacement and repair project; focus the apron work to joint and seam repair.
- The Board reviewed information submitted by the architect regarding building projects and confirmed direction; open to no bollards or boulders, building and garage expansion concepts are acceptable;

Information Technology Committee:

- The Board received a presentation from Assistant Chief Whitehead Jr. regarding the need and potential options for the purchase of software to manage inventory and personnel. The Board was receptive and requested additional cost information at a future meeting.
- The Board discussed the disposal of damaged and malfunctioning computer equipment and explored the purchase of a new system for the AV Cart, and videoconferencing equipment for the Board Room.

Inspection Committee: No Report

Insurance Committee:

Braun updated the Board regarding the annual cost of the insurance premium after adjustments; \$64,000.00.

Jacket and Uniform Committee:

Mastrella presented uniform footwear options and the associated costs. The Board expressed budget concerns but remained open to the possibility of revisiting the topic towards the end of the year.

Service Awards Committee: No Report

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

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Unfinished Business:

- The Board discussed the received landscaping quotations. Pending confirmation of adjustments and options related to the quotes from Brothers Environmental Solutions and Restorff's Landscape Service, motion by Kwiatkowski, seconded by Mastrella to accept a quotation from Restorff's Landscape Service (740 Kenmore Ave. Buffalo, NY 14216 716835-7434) for cleanup and landscape bed work and plantings for a cost of \$12,495.00, carried unanimously.
- The non-resident firefighter list was received from the Hose Company and meets current policy requirement.
- The Board was updated on the tentative schedule for the installation of the exhaust extraction equipment.
- Assistant Chief Whitehead Jr. revisited the possibility of creating an additional Hose Company logo to be used on apparatus and apparel. The Board continues to be receptive however, before approval of any logo is granted the Board requires confirmation of Hose Company acceptance and a final design.
- Mastrella reported that the New York State Training Stipend Program is active. She will speak with Chief Peters regarding the application process.

New Business:

- Motion by Kwiatkowski, seconded by Mastrella to purchase the items requested by the chief as outlined in his report for a total of \$828.82, carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to tentatively approve a new candidate firefighter physical pending the submittal of the applicant name and information to the secretaries, carried unanimously.
- The Board discussed and is receptive to the SCBA and the associated air fill station modifications or replacement proposed by the chief. Motion by Galvin, seconded by Mastrella to issue a permissive referendum notice to authorize the Egbertsville Fire District to spend up to five hundred thirty thousand dollars (\$530,000.00) for the purchase of self contained breathing apparatus (SCBA) and the potential purchase and installation of an air filling system or the adaption of existing equipment. The cost of this equipment to be paid out of funds presently on deposit in the Capital Reserve Equipment Fund. Chairman Multerer directed Hodges to issue the referendum.
- Motion by Mastrella, seconded by Galvin to approve the use of facilities request from Don Fetes to host the Firefighter I Training Course Tuesday's, Thursday's and Sunday's beginning March 12, 2024 and concluding May 16, 2024 with the condition that on Tuesday, April 2, 2024 for Presidential Primary Election Tuesday, April 30, 2024 for a Special Election, the facility will not be available, carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to approve the use of facilities request from Don Fetes on May 11, 2024 from 6 to 10 pm for a family event, carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to approve the use of facilities request from Patrick Galvin (via the Striejewske family) on April 20, 2024 from 12 to 4 pm for a surprise celebration for Ira Striejewske, carried unanimously.
- Motion by Galvin, seconded by Mastrella to dispose of the three malfunctioning computers (Lenovo laptop S/N PF-1PSK6S, Microsoft Surface S/N 051715283053, and iPad S/N WKFG65R7H6), carried unanimously.
- The Board reviewed and approved the Needs Attention documentation and assignments.
- The Board was informed that an attendance (for two firefighters) refund was requested and approved for the 2024 Fire Department Instructors Conference (FDIC).
- Chairman Multerer adjourned the Regular Meeting scheduled for Thursday, April 4, 2024 and rescheduled it for 7 p.m. on Tuesday, April 2, 2024 with agreement of the Board. Chairman Multerer directed Hodges to issue a legal notice regarding the change.

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Thursday, March 7, 2024

Treasurer's Report:

- Motion by Kwiatkowski, seconded by Galvin to pay the bills in the amount of \$691,272.78 as detailed on the attached breakdown, carried unanimously.
- Motion by Galvin, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to transfer \$6,301.00 from the Key Bank Capital Reserve Land & Building Fund Savings Account to the M&T Bank Budget Checking Account to reimburse the Checking Account for land surveying services by Frandina Engineering and Land Surveying, PC, carried unanimously.
- Motion by Galvin, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to transfer \$365.72 from the Key Bank Capital Reserve Land & Building Fund Savings Account to the M&T Bank Budget Checking Account to reimburse the checking account for the scanning of existing building drawings by Ronald Michael Trigilio, architect, carried unanimously.
- Motion by Galvin, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to transfer \$250,000.00 from the M&T Bank Budget Fund Checking Account to the M&T Bank Budget Fund Savings Account and to invest up to \$500,000.00 in one or more M&T Bank Certificates of Deposit at the best interest rate and time periods available, carried unanimously.

Motion by Kwiatkowski, seconded by Galvin to adjourn the meeting at 9:22 p.m., carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

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Tuesday, April 2, 2024

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

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

Chairman Multerer immediately suspended the regular order of business to review the received Sourcewell contract proposal and specification for a new 100 foot aerial apparatus from Firematic Supply Co. Inc. (340 Sanford Road South Churchville, NY 14428) and Pierce Manufacturing Inc. (P.O. Box 2017 Appleton, WI 54912-2017) for a cost of \$2,549,000.00. Copies to be sent to the fire district attorney and Emergency Vehicle Response (121 Whitlock Road Otisville, NY 10963) for compliance review and feedback.

Resuming the regular order of business at 7:07 p.m. Chairman Multerer called for approval of the minutes of the previous meeting. Motion by Kwiatkowski, seconded by Mastrella to approve the minutes of the Thursday, March 7, 2024 meeting as written, carried unanimously.

Correspondence Sent:

- 03/07/2024 Email sent to the New York State Division of Homeland Security and Emergency Services Office of Fire Prevention and Control requesting New York Identification Numbers for Firefighters Argyle, Byers, Demartin, and T. Yap.
- 03/08/2024 Email sent to Air Cleaning Systems Inc. representative Mark Neiswender regarding the upcoming delivery and installation of an exhaust extraction system in the Apparatus Room.
- 03/08/2024 Email sent to Fire District Architect Ronald Trigilio regarding Board feedback related to the ongoing building project site plan.
- 03/11/2024 Email sent to Brothers Environmental Solutions representative Bill Dobson seeking clarification regarding a received quote.
- 03/11/2024 Email sent to Chief Peters regarding the upcoming delivery and installation of an exhaust extraction system in the Apparatus Room that requires his direction and assistance.
- 03/11/2024 Email sent to Firematic Sales Representative Jim Tabor containing the Sourcewell Consortium Procurement document.
- 03/13/2024 Email sent to President Gilson confirming the completion of his verbal request to activate building door access for Executive Board members John Boser and Jeffrey Yap
- 03/15/2024 Email sent to Board members, Chief, President and Custodian that the Board of Elections will not be utilizing fire district for elections in 2024.
- 03/15/2024 Email sent to Board members regarding February and March 2024 LOSAP Payments to deceased member Roger P. Mazikowski.
- 03/15/2024 Letter sent to RBC Wealth Management with updated Certificate of Investment Powers document along with LOSAP Contact List of all Board members.
- 03/15/2024 Letter and LOSAP Beneficiary Designation Form sent to Penflex, Inc. with a copy to John M. Boser.
- 03/21/2024 Email and Letter to Penflex Actuarial Services LLC advising the Board of Fire Commissioners directs the February and March 2024 LOSAP Benefits paid to deceased member Roger P. Mazikowski shall stay with the Estate (Family).
- 03/26/2024 Email sent to the Federal Emergency Management Agency requesting direction and the required documents to complete the program closure process for the EMW-2020-FG-05026 Covid award.

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Tuesday, April 2, 2024

Correspondence Sent (continued):

- 03/26/2024 Email sent to Firematic Supply Co. Inc. representative Jim Tabor regarding performance bond requirements associated with a potential aerial purchase. Corresponding information emailed to the Board of Fire Commissioners for review.
- 03/27/2024 Email sent to William Mattrey Esq. containing an architectural services proposal from Ronald M. Trigilio for legal language review.
- 03/28/2024 Email sent to the New York State Division of Homeland Security and Emergency Services Office of Fire Prevention and Control Standards Unit with the Annual Cancer Disability Benefits Program Attestation and insurance information.
- 03/28/2024 Email sent to William Mattrey Esq. containing proposed performance bond language associated with a potential aerial purchase for review and feedback.
- 03/30/2024 Ninety-three Letters and Annual Participant Statements as of December 31, 2023 sent to LOSAP members.
- 03/30/2024 Letters sent to Kayla M. Hutchinson and Matthew J. Neuman advising their LOSAP membership has been terminated and service credit completely and permanently forfeited.

Correspondence Received:

- 03/07/2024 Email received from the New York State Division of Homeland Security and Emergency Services Office of Fire Prevention and Control with the requested New York Identification Numbers for Firefighters Argyle, Byers, Demartin, and T. Yap.
- 03/07/2024 Email received from The Advertising Center indicating the fire district website storage amount was close to the maximum allotment and that it was increased an additional 100MB.
- 03/08/2024 Received an email from Penflex regarding February and March 2024 LOSAP Program payments made to deceased member Roger P. Mazikowski.
- 03/11/2024 Received information from LaBella Associates regarding New Funding Opportunity Announcement New York State Capital Grants for Fire Companies/Districts, etc. Application deadline is April 30, 2024.
- 03/11/2024 Received information from The Company Hat regarding Made in America Hats for the fire service.
- 03/11/2024 Email received from Brothers Environmental Solutions representative Bill Dobson with clarification regarding a received quote that yes, new mulch and the application of a pre-emergent herbicide is included.
- 03/11/2024 Email received from Firematic Sales Representative Jim Tabor confirming receipt of the Sourcewell Consortium Procurement document.
- 03/12/2024 Received an email from the Erie County Board of Elections advising they will not be utilizing fire district facilities for any elections in 2024 or the foreseeable future.
- 03/12/2024 Received Duplicate Certificate of Origin for a Vehicle from Pierce Manufacturing for 2000 Rescue #5, 2001 Truck #6, 2008 Engine #1 & #2 and 2016 Engine #3. The Original Certificates were turned to the State of New York with the application for Official License Plates.
- 03/12/2024 Received Length of Service Award Program Beneficiary Form from Firefighter John M. Boser.
- 03/14/2024 Received two Policy Change Endorsements from McNeil & Company, Inc. through Arch Insurance Company deleting Commercial Inland Marine Coverage and Commercial Automobile Coverage for the Year 2008 Pierce Pumper.
- 03/17/2024 Received a Check in the amount of \$192.33 from The Northwoods Corporation refund of Insurance Premiums on the Commercial Package Policy and Equipment Floater Policy for removal of Year 2015 Chevrolet Tahoe from fire district insurance coverage.

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Tuesday, April 2, 2024

Correspondence Received (continued):

- 03/17/2024 Received a letter from Penflex, Inc. with the names of eight firefighters to receive retroactive adjustments to their Service Award Payments earned in 2023 and payable for January, February and March 2024.
- 03/21/2024 Received notice of The 70th Annual Meeting and Installation of Officers of the Erie County Fire District Officers Association April 25, 2024 at South Line Fire District #10.
- 03/21/2024 Received notification from Aqua-Systems of WNY that the fire hall lawn sprinkler system is scheduled to be opened on Friday, April 19, 2024.
- 03/21/2024 Received notification from Fire Expo 2024 that their 52nd Annual Expo will be held on May 17 & 18, 2024 at the Pennsylvania Farm Show Complex & Expo Center in Harrisburg, PA.
- 03/21/2024 Received a check in the amount of \$1,750.00 from the Clarion Events, Inc. refund minus cancellation fee for FDIC 2024.
- 03/26/2024 Emails received from the Federal Emergency Management Agency requesting program closure documentation for the EMW-2020-FG-05026 Covid award.
- 03/26/2024 Email received from Firematic Supply Co. Inc. representative Jim Tabor regarding performance bond requirements associated with a potential aerial purchase.
- 03/27/2024 Email received from Emergency Medical Products making notification that as of April 1, 2024 the company will be know as Bound Tree Medical, have a new mailing address and contact information. Customer account information remains unchanged.
- 03/28/2024 Received Non-Trade Confirmation Notice from RBC Wealth Management for a LOSAP transaction dated March 18, 2024.
- 03/28/2024 Received Certificate of Liability Insurance and Workers' Compensation from Aon Risk Services Central, Inc. for Dival Safety Equipment, Inc.
- 03/28/2024 Received the Annual Length of Service Award Program Report from Penflex along with Annual Participant Statements as of December 31, 2023.

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

Chief's Report:

Assistant Chief Whitehead Jr. reviewed the following:

- Updated the Board on the exhaust extraction installation progress in the Apparatus Room; awaiting the installation of the small equipment arm.
- Reported that the New York State Bureau of Emergency Medical Services has certified Rescue #7 for 2024.
- Reviewed several acting chief officer assignments for the month of April 2024.
- Presented the Board with modification options to the air fill station associated with the upcoming purchase of new self contained breathing apparatus (SCBA) in 2024.
- Stated that the annual turnout gear fitting is being scheduled.
- Reported that there is a connectivity issue with the north monitor in the Apparatus Room.
- Circulated a tentative additional Hose Company logo potentially to be used on apparatus and apparel in the future. Additional information and a final design will be presented in the coming months.

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Tuesday, April 2, 2024

Chief's Report (continued):

- Applicants Nicole Woodford (19 Harcroft Ct. Amherst, NY, 14226 716-531-1371 nicolewoodford@livenation.com), Robert Woodford (19 Harcroft Ct. Amherst, NY, 14226 716-894-5087 rwoodford@mercyflight.org), Logan Morton (171 Callodine Ave. Amherst, NY, 14226 716-398-3066 ssm2816@gmail.com), and Damian Blain (197 Minnesota Ave. Buffalo, NY, 14214 631-388-3170 damianbl@buffalo.edu) have completed the physical examination requirements and were approved for membership at the April 1, 2024 meeting of the Egbertsville Hose Company.
- Requested approval to obtain a firefighter physical for candidate Luke Rodriguez (41 Fairfield Ave. Tonawanda, NY, 14223 716-331-7341 rodriguezluke04@gmail.com - Hours Program.
- Requested approval for the following training participation:
 - NYS AFC 2024 Seminar Series September 18, 2024 at the Orchard Park Fire Company (30 School St. Orchard Park, NY 14127) up to 10 firefighters to attend
 - NYS AFC 2024 118th Annual Conference June 12-15, 2024 at the Syracuse Fire Department Training Center (312 State Fair Blvd. Syracuse, NY 13204) for Lieutenant Rogge
- Requested the following equipment:
 - VSP - Vinyl wall wrap for the Training Room for a cost of \$2,995.95
 - The Fire Store - One helmet shield for Firefighter Pleasant for a cost of \$42.99
 - Witmer Public Safety Group - Six sets of turnout gear for Firefighters Boser, Andrew Hazzan, Christina Mastrella, Pleasant, Reji, and Brandon Schmitt at state contract pricing for \$28,226.00
 - Amazon – Four Essential of Firefighting text books (7th edition) for a total cost of \$407.50
- Requested reimbursement in the amount of \$137.99 for Firefighter Reji for damaged eyewear that occurred at a department response on March 30, 2024 on Empress Dr.

President's Report: None

Report of Committees

Alarm and Hydrant Committee: No Report

Apparatus Committee:

- The Board briefly discussed the Sourcewell contract proposal and specification for a new 100 foot aerial apparatus from Firematic Supply Co. Inc. and was informed that the fire district attorney was receptive to proposed performance bond language associated with the purchase. The received documents will be forwarded to the fire district attorney and Emergency Vehicle Response for specification compliance review.
- Braun updated the Board on the 2024 annual ladder testing intent and asked Assistant Chief Whitehead Jr. to provide a desired date.

Convention Committee:

Smith asked the Board to let him know if anyone needed assistance scheduling attendance for upcoming 2024 conventions.

Finance Committee: No Report

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
John M. Kwiatkowski – Vice Chairman
Patrick M. Galvin
Christina M. Mastrella
Tyrone P. Smith

Appointed Officers:

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

Tuesday, April 2, 2024

Report of Committees (continued)

Health Care Committee: No Report

House Committee:

- Smith spoke about parking lot blacktop condition concerns regarding salting and options for mitigation and repair.
- Smith provided an update on the direction of the Apparatus Apron repair and recommendations from the architect; one quotation has been obtained and he is awaiting and arranging additional quotes provided the Board is receptive to separating the apron project from the other concrete projects. The Board reconfirmed they were.
- Smith stated that the contracted landscaper will start the grounds cleanup and bed work in the next week or two depending on weather.
- Mastrella met with the caretaker to work on and discuss a number of items; the new grill will require a flame guard and she will obtain a purchase quote; the Club Room table stability concerns were addressed; she is working with the Hose Company regarding a replacement stove that was previously discussed; the fireplace in Front Parlor is no longer functional and she will obtain a quote for replacement or research other options.
- The Board reviewed a quotation from the electrician to convert six Apparatus Room outlets to GFI and add an outlet in the ceiling in the Main Concourse.

Information Technology Committee:

Multerer will have the IT service group look into the monitor connectivity issue in the Apparatus Room.

Inspection Committee:

Galvin briefed the Board on the upcoming Installation and Inspection Dinner.

Insurance Committee:

Braun reported that the necessary information to receive Aon Risk Services Central Inc. insurance certificates via email for DiVal Safety Equipment have been completed.

Jacket and Uniform Committee:

A jacket inspection to create an order has not yet been scheduled. Assistant Chief Whitehead Jr. was asked to follow-up.

Service Awards Committee:

The Board reviewed the Penflex recommended Year 2024 LOSAP contribution of \$56,070.00 for a 95% vested projection. At this time the Board is comfortable making an \$80,000.00 contribution now and an additional amount at years end.

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

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Asst. Secretary/Dep. Treasurer

Tuesday, April 2, 2024

Unfinished Business:

- Motion by Mastrella, seconded by Galvin to approve Applicants Nicole Woodford (19 Harcroft Ct. Amherst, NY, 14226 716-531-1371 nicolewoodford@livenation.com), Robert Woodford (19 Harcroft Ct. Amherst, NY, 14226 716-894-5087 rwoodford@mercyflight.org), Logan Morton (171 Callodine Ave. Amherst, NY, 14226 716-398-3066 ssm2816@gmail.com), and Damian Blain (197 Minnesota Ave. Buffalo, NY, 14214 631-388-3170 damianbl@buffalo.edu), for active service, carried unanimously.
- The Board reviewed the quotations to purchase a replacement laptop for the A/V Cart and a webcam with microphone for the Fire District Board Room. Motion by Galvin, seconded by Mastrella to purchase one Lenovo Laptop with Windows 11 Pro and Microsoft Office Home and Business Suite 2021 (license already owned) installed and one Logitech C920e HD 1080p Mic-Enabled Webcam for a cost of \$1,315.99 from Great Lakes IT Services, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to sell four spare Motorola portable radios (serial #'s R5A 756CVP1019 R5D 756CVP1005 R5I 756CVP1018 E1C 756CVP1010) to the Town of Amherst for a total cost of \$1,000.00 (\$250.00 each), carried unanimously.
- The Board revisited the previous discussion regarding the need for the purchase of software to manage inventory and personnel. Assistant Chief Whitehead Jr. provided a quotation from Alpine Software for a Duty Crew and Maintenance Suite module for an annual cost of \$2,794.00. Motion by Mastrella, seconded by Kwiatkowski to purchase the Duty Crew and Maintenance Suite module for an annual cost of \$2,794.00, carried unanimously.
- The Board discussed and clarified the internal process and possibility of financing a district sponsored training stipend associated with the now active New York State Training Stipend Program; the Board is comfortable allowing the chief to authorize approvals related to the New York State Training Stipend Program; the Board has no interest at this time in funding a district sponsored stipend but will revisit the topic for the 2025 budget.
- The Board discussed the pending Alpine Software RedAlert system update from late last year that contained errors. The Board was comfortable working through those issues and attempting to install the update.

New Business:

- The Board discussed the requested purchase requisition items. The Board had no interest in purchasing the Training Room wall wrapping as presented. Motion by Mastrella, seconded by Galvin to purchase the helmet shield, turnout gear, and firefighting books requested by Assistant Chief Whitehead Jr. as outlined in his report for a total of \$28,674.49, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to approve reimbursement in the amount of \$137.99 for Firefighter Reji for damaged eyewear that occurred at a department response pending the submittal of the Reimbursement Request Form and a copy of the incident documentation where the eyewear was damaged, carried unanimously.
- Motion by Mastrella, seconded by Galvin to approve attendance for Lieutenant Rogge at the NYSAFC 2024 118th Annual Conference June 12-15, 2024 at the Syracuse Fire Department Training Center (312 State Fair Blvd. Syracuse, NY 13204), carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to allow the chief to seek interest for attendance of up to ten firefighters for the NYSAFC 2024 Seminar Series September 18, 2024 at the Orchard Park Fire Company (30 School St. Orchard Park, NY 14127), carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to approve a firefighter physical examination for candidate Luke Rodriguez (41 Fairfield Ave. Tonawanda, NY, 14223 716-331-7341 rodriguezluke04@gmail.com) pending the approval of the Hose Company Investigation Committee, carried unanimously.

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Tyrone P. Smith

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

Tuesday, April 2, 2024

New Business (continued):

- Motion by Mastrella, seconded by Kwiatkowski to contract Zacher Electric to convert six Apparatus Room outlets to GFI and add an outlet in the ceiling in the Main Concourse for a cost of \$600.00, carried unanimously.
- Multerer made the Board aware of an issue with an applicant that the Hose Company did not advance through the membership process. A lengthy discussion was held regarding prudent steps to take if necessary.
- The Board held a lengthy discussion regarding the received architectural agreement and language received from the architect. A revised agreement containing suggested language changes from the fire district attorney will be returned for consideration.

Treasurer's Report:

- Motion by Kwiatkowski, seconded by Mastrella to pay the bills in the amount of \$95,102.59 as detailed on the attached breakdown, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to issue a check from the M&T Bank Budget Checking Account in the amount of \$80,000.00 to RBC Wealth management to be added to the assets of the Length of Service Award Program, carried unanimously.
- Motion by Mastrella, seconded by Kwiatkowski to pay the invoice from Ronald Trigilio for architectural services for \$1,700.00, carried unanimously.
- Reported that the fire district credit card for Past Commissioner Boehm was cancelled and a new credit card for Smith has arrived.
- Reviewed the certificate of deposit rates and intended funding amounts.

Motion by Kwiatkowski, seconded by Mastrella to adjourn the meeting at 8:59 p.m., carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

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Thursday, May 2, 2024

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

Fire Commissioners in attendance: Galvin, Kwiatkowski, Mastrella, Multerer, and Smith. Also in attendance: Chief Peters, Mark Chapin, Jim Tabor (Firematic Supply Company Inc.), Braun and Hodges.

Chairman Multerer immediately suspended the regular order of business to meet with Firematic Supply Company representative, Jim Tabor, to review the previously received Sourcewell Consortium contract and specification for the potential purchase of a 100-foot mid mount platform aluminum body aerial with 300 gallon water tank and 2,000 gallon per minute pump. Tabor was asked to discuss several concerns raised by the fire district's attorney and apparatus consultant. The Board will schedule a meeting with Emergency Vehicle Response to review the Firematic Supply Company response and further discuss their recommendations.

Resuming the regular order of business at 8:18 p.m. Chairman Multerer called for approval of the minutes of the previous meeting. Motion by Mastrella, seconded by Galvin to approve the minutes of the Tuesday, April 2, 2024 meeting as written, carried unanimously.

Correspondence Sent:

- 03/03/2024 Letter sent to the Egbertsville Hose Company Treasurer returning an Invoice for IamResponding.com charges that are not the responsibility of the fire district.
- 03/03/2024 Annual Invoice for Crime Policy Coverage sent to the Egbertsville Firemen's Benevolent Association.
- 03/03/2024 Annual Invoices for Crime Policy Coverage, 1937 Mack Pumper and Vehicle Trailer sent to the Egbertsville Hose Company.
- 04/02/2024 Email sent to Firematic Supply Co. Inc. representative, Jim Tabor, confirming receipt of a contract and specification for the potential purchase of an aerial.
- 04/03/2024 Email sent to architect Ronald Trigillio containing suggested changes to his Professional Services Agreement after feedback from the fire district attorney.
- 04/05/2024 Email sent to fire district attorney William Mattery and Emergency Vehicle Response representative, Win Slauch, making notification that a contract and specification for the potential purchase of an aerial has been forwarded to them via USPS for their review and comment.
- 04/06/2024 Email response sent to Air Cleaning Systems Inc. representative, Tony Milanese, regarding scheduling installation of the remainder exhaust extraction equipment on 04/15/2023 and instructions regarding invoicing.
- 04/10/2024 Email sent to Commissioner Smith with the Hotel Tax Exemption document for his upcoming attendance at the Association of Fire Districts of the State of New York conference.
- 04/11/2024 Email letter sent to Lumsden & McCormick, LLP to be forwarded to the Town of Amherst Comptroller requesting Property Tax Revenue Confirmation for Year 2023.
- 04/12/2024 Email sent to FDIC attendees Cosgrove, Andrew Hazan, Peters, and B. Schmitt, regarding lodging arrangements.
- 04/15/2024 Email sent to Emergency Vehicle Response representative, Win Slauch, regarding aerial apparatus contract specification recommendations. Information forwarded to the Board and Chief Peters for review.
- 04/15/2024 Email sent to Restorff Landscape service verifying additional landscaping service is pending warmer weather.

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Thursday, May 2, 2024

Correspondence Sent (continued):

- 04/15/2024 Email sent to Alpine Software authorizing a Red Alert system update and requesting multiple program function corrections.
- 04/15/2024 Email sent to the Board from the Association of Fire Districts of the State of New York with an urgent call to action regarding proposed OSHA requirements.
- 04/16/2024 Email sent to Occustar owner, Timmothy Knight, regarding an ongoing billing issue from Windsong Radiology associated with Firefighter Timmothy Yap's initial exam.
- 04/23/2024 Email sent to Chief Peters requesting the application status of candidates Clark and Zeitz.
- 04/23/2024 Email sent to Chief Peters requesting confirmation installation and acceptance of the recently installed exhaust extraction equipment in the Apparatus Room.
- 04/23/2024 Email sent to Ronald Trigilio requesting a response regarding the suggested language changes to the Professional Services Agreement for architectural services previously submitted.
- 04/23/2024 Email sent to Chief Peters informing him of the Board decision regarding the New York State Training Stipend process.
- 04/22/2024 Email sent to insurance representative Tom Brady requesting the 2024 Certificate of Liability Insurance for the Hose Company Softball Team.
- 04/23/2024 Email sent to Hose Company Softball Team representative, Andrew Hazzan, with a copy of the 2024 Certificate of Liability Insurance.
- 04/24/2024 Email sent to QuickBooks representative Rhonda Reese Digital Outbound Sales Consultant acknowledging receipt of the assistance offer regarding data migration and indicating potential future contact.
- 04/25/2024 Email sent to the Board with comments from the attorney regarding the aerial apparatus contract specification.
- 04/25/2024 Email sent to William Mattrey with the response from Ronald Trigilio regarding the suggested language changes to the Professional Services Agreement for architectural services.
- 04/28/2024 Invoice sent to the Town of Amherst Department of Emergency Services & Safety for four surplus Motorola APX6000 Portable Radios.
- 04/29/2024 Email sent to the Board with the architectural rendering and information for the potential construction of a permanent awning.

Correspondence Received:

- 04/02/2024 Email received from Firematic Supply Co. Inc. representative, Jim Tabor, making notification of delivery and requesting receipt confirmation of a contract and specification for the potential purchase of an aerial.
- 04/05/2024 Email received from Air Cleaning Systems Inc. representative, Tony Milanese, regarding scheduling installation of the remainder exhaust extraction equipment and invoicing requirements.
- 04/11/2024 Email received from Sheraton Indianapolis City Centre Hotel representative, Jenna Conner-Bates, with credit card authorizations for lodging arrangements.
- 04/12/2024 Email received from Emergency Vehicle Response representative, Win Slauch, with aerial apparatus contract specification recommendations.
- 04/12/2024 Email received from the Association of Fire Districts of the State of New York with an urgent call to action regarding proposed OSHA requirements.
- 04/15/2024 Email received from Restorff Landscape service with an invoice for completed service.

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Thursday, May 2, 2024

Correspondence Received (continued):

- 04/15/2024 Email received from Chief Peters regarding acting chief assignments while he is out of town attending a conference.
- 04/16/2024 Email received from Occustar owner, Timmothy Knight, regarding an ongoing billing issue from Windsong Radiology associated with Firefighter Timmothy Yap's exam and its correction, and a request to consider discontinuing chest X-rays for physical examinations.
- 04/17/2024 Email received from Assistant Chief Whitehead Jr. with the Reimbursement Request Form from Firefighter Reji seeking reimbursement for damaged eyewear.
- 04/23/2024 Email received from Acorn Insurance with the 2024 Certificate of Liability Insurance for the Hose Company Softball Team.
- 04/24/2024 Email received from QuickBooks representative Rhonda Reese Digital Outbound Sales Consultant offering assistance regarding data migration.
- 04/23/2024 Email received from Ronald Trigilio with a response regarding the suggested language changes to the Professional Services Agreement for architectural services he previously submitted.
- 04/25/2024 Certificate of Completion of Commissioner Training Course from the Association of Fire Districts of the State of New York for Fire Commissioner Tyrone Smith.
- 04/26/2024 Received Tax Cancellations and Refunds authorized by the Erie County Legislature for the calendar year 2023 from the County of Eire Department of Real Property Tax Services in the amount of \$221.14 payable by April 30, 2025.
- 04/26/2024 Received Non-Trade Confirmation Notice from RBC Wealth Management for a LOSAP transaction dated 04/17/2024.
- 04/26/2024 Purchase Order received from the Town of Amherst Department of Emergency Services for four Motorola APX6000 surplus Portable Radios \$250.00 each.
- 04/26/2024 Email received from Ronald Trigilio with architectural rendering and information for the potential construction of a permanent awning.

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

Chief's Report:

Chief Peters reviewed the following:

- Reported that the Apparatus Room exhaust extraction system installation is complete, operational and acceptable.
- Requested approval to dispose of the surplus desk in the Air Fill Room.
- Informed the Board that he will be removing the FOB reader in the Training Room during non drill and meeting events to prevent suspected incident response avoidance concerns. Requested Board options for RedAlert program changes.
- Requested door access to the Mechanics Room for Lieutenant David Rogge.
- Discussed the replacement schedule of Truck #6, Rescue #5, Engine #2 and Rescue #7
- Requested preventive maintenance service for the Amkus system and tools.
- Notified the Board that the 2024 Fire Prevention Open House will be held on August 17, 2024.

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Thursday, May 2, 2024

Chief's Report (continued):

- Requested approval to obtain a firefighter physical for the following candidates pending Hose Company Investigation Committee approval:
 - Tessa DeMartin (114 Jenell Dr. Grand Island, NY 14072 716-909-4982 tdemartin4@gmail.com) - Hours Program
 - Richard Planavsky (162 Meadow Lea Dr. Amherst, NY 14226 jayplanavsky@gmail.com 716-534-5686) Hours Program
 - Spencer Rhyans (209 Goulding Ave. Buffalo, NY 14208 rhyansems58@gmail.com 716-390-7476) - Hours Program
- Requested the following equipment:
 - McKesson Medical - Various medical supplies for a cost of \$690.99
 - DiVal Fire & EMS Supplies - 33 Scott self contained breathing apparatus (SCBA) with 66 cylinders and associated accessories at New York State contract pricing for a cost of \$397,962.50
 - Wall Shields Co. - Five custom desk nameplates for the Hose Company leadership for a cost of \$500.00

President's Report: None

Report of Committees

Alarm and Hydrant Committee: No Report

Apparatus Committee:

- The Board briefly discussed apparatus replacement and the time frame for selling Rescue #5 when a new rescue is ordered.
- Braun reported that a purchase order was previously issued to the Mistras Group for ladder testing. The master mechanic has expressed some concerns with an incident resulting in damage to an aerial involving Mistras Group that continues to be under investigation. At this time the mechanic would like to explore a quote from another source. The Board was supportive of the initiative.

Convention Committee:

Smith reminded the Board that the Firefighters Association of the State of New York convention is scheduled August 8-10, 2024 in Niagara Falls New York. Smith further reported on attendance at the Association of Fire Districts of the State of New York Summit in White Plains New York and urged members to attend the association meetings, of which the next was scheduled for October 2024.

Finance Committee:

The Board discussed fund transfers.

Health Care Committee:

Kwiatkowski reported that the fire district health care provider has requested that the Board consider dropping the option for chest X-rays associated with new candidate physicals. A new doctor with the provider will be reviewing potential new guidelines and provide recommendations.

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Thursday, May 2, 2024

Report of Committees (continued)

House Committee:

- Mastrella obtained quotes for fireplace replacement that are estimated to be near \$7,000.00. The Board will discuss replacement further if funds are available at the end of the year; the Kitchen stove protective separation and distance is acceptable. No further action is required; believes there is a concern with the annual suppression system inspection and nozzle placement. Braun will contact the vendor for service and review.
- Smith presented a second estimate to repair the Apparatus Aprons and a quotation for sealing the parking lot crevices.
- The Board reviewed an architectural concept for the potential addition of a permanent awning for inclusion on the pending updated site plan.
- The Board was notified that Aqua Systems has scheduled repair services to the underground lawn sprinkler system on June 18, 2024.

Information Technology Committee: No Report

Inspection Committee:

Galvin reported that the event details are coming together.

Insurance Committee:

Braun stated he needed confirmation of the Hose Company participants for the Group Life Insurance renewal. Chief Peters was unable to assist and referred the questions to the president. Braun will contact President Gilson.

Jacket and Uniform Committee:

Multerer inquired about the status of the jacket inspection. Chief Peters will speak with the equipment officer again.

Service Awards Committee: No Report

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

Unfinished Business:

- The Board discussed the self contained breathing apparatus and air fill station upgrade potential purchase. After review, the Board was comfortable with the purchases and wanted to add five additional cylinders to the SCBA order for an additional \$4,500. Motion by Kwiatkowski, seconded by Smith to purchase 33 Scott self contained breathing apparatus with 71 cylinders and associated accessories at New York State contract pricing for a cost of \$402,462.50, carried unanimously. Motion by Mastrella, seconded by Smith to purchase a Baurer CFS-3S 7K system modification and installation to the existing Air Fill Station from the single source regional supplier, Breathing Air Resources, for a cost of \$33,995.00, carried unanimously. All funds for these purchases to be made with funds presently on deposit in the Capital Reserve Equipment Fund per the previously approved permissive referendum.

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Thursday, May 2, 2024

Unfinished Business (continued):

- The Board questioned Chief Peters on the application status of candidates Clark, Rodriguez, and Zeitz and were informed that there was no new information. Motion by Galvin, seconded by Kwiatkowski to terminate the candidacy process for Jamar Clark (425 Callodine Ave. Amherst, NY 14226 716-401-7121 jclark29@buffalo.edu), Luke Rodriguez (41 Fairfield Ave. Tonawanda, NY, 14223 716-331-7341 rodriguezluke04@gmail.com) and Robert Zeitz (371 Alberta Dr. Amherst, NY 14226 716-717-4534 zeitze60@gmail.com), carried unanimously.
- The Board discussed the quotation for the concrete Apparatus Apron repairs. Galvin, Kwiatkowski and Mastrella suggested additional time would be desirable to review the quotes. As there were not enough votes at this time to move forward, the subject will be discussed at the next meeting. With information regarding the estimated cost of repair available, motion by Mastrella, seconded by Galvin to issue a permissive referendum to authorized expenditure of up to Fifteen Thousand Dollars (\$15,000.00) for the design, engineering, and repair of concrete to the Apparatus Aprons 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.
- The Board reviewed the Rights of Employees to Express Breast Milk in the Workplace Policy to comply with New York State requirements. Motion by Kwiatkowski, seconded by Mastrella to adopt the Rights of Employees to Express Breast Milk in the Workplace Policy, carried unanimously.
- Motion by Galvin, seconded by Mastrella to purchase a replacement stove from Main Ford General Supply for a total cost of \$3,219.99 at the New York State Contract pricing, carried unanimously.
- Motion by Smith, seconded by Kwiatkowski to contract Amherst Sealer to repair the parking lot cracks for a cost of \$3,600, carried unanimously.
- The Board discussed the revised Professional Services Agreement received from the architect; awaiting additional language alterations.

New Business:

- Motion by Smith, seconded by Kwiatkowski to purchase the medical supplies and desk nameplates requested by the chief for a total of \$1,190.99, carried unanimously.
- Motion by Mastrella, seconded by Galvin to contract Fire Rescue Products to provide preventive maintenance and service for the Amkus extrication system and equipment for a total of \$1,913.10, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to dispose of the surplus desk in the Air Fill Room, carried unanimously.
- Motion by Galvin, seconded by Mastrella to provide door access to the Mechanics Room for Lieutenant David Rogge, carried unanimously. Smith requested that the master mechanic be made aware of the access.
- Motion by Mastrella, seconded by Galvin to approve candidate physical examination to applicants Tessa DeMartin (114 Jenell Dr. Grand Island, NY 14072 716-909-4982 tdemartin4@gmail.com), Richard Planavsky (162 Meadow Lea Dr. Amherst, NY 14226 jayplanavsky@gmail.com 716-534-5686), and Spencer Rhyans (209 Goulding Ave. Buffalo, NY 14208 rhyans58@gmail.com 716-390-7476) pending the approval of the Hose Company Investigation Committee, carried unanimously.
- Master Mechanic Chapin had previously requested additional hydrant markers for installation on applicable hydrants. Motion by Mastrella, seconded by Kwiatkowski to purchase 50 hydrant markers from Traffic Safety Products for a cost of \$1,968.92, carried unanimously.
- The Board discussed the upcoming meeting of the Erie County Fire District Officers Association on September 18, 2024 to be hosted by the fire district. Braun will obtain more information.

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Thursday, May 2, 2024

New Business (continued):

- Assistant Chief Fetes notified the Board that Captain Trometer is having RedAlert access issues and requested a trash receptacle be delivered by May 8, 2024 to support drill cleanup.

Treasurer's Report:

- Motion by Smith, seconded by Mastrella to pay the bills in the amount of \$141,832.84 as detailed on the attached breakdown, carried unanimously.
- Motion by Kwiatkowski, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to transfer \$12,261.91 from the Key Bank Capital Reserve Land and Building Fund Money Market Savings Account to the M&T Bank Budget Fund Checking Account to reimburse the Checking Account for the Plymovent Exhaust System by Air Cleaning Systems, Inc., carried unanimously.
- Motion by Smith, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to sell an M&T Bank Budget Fund Certificate of Deposit in the amount of \$500,000.00 for 30 days at 4.50% Interest coming due May 3, 2024 and to transfer \$150,000.00 to the M&T Bank Budget Fund Checking Account and to reinvest the remaining principal and interest in the new M&T Bank Certificate of Deposit for 30+ days at the best interest rate available, carried unanimously.
- Motion by Smith, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to sell a Key Bank Capital Reserve Land and Building Fund Certificate in the amount of \$700,000.00 for 9 Months at 4.20% Interest coming due May 9, 2024 and to reinvest the principal and interest in a new Key Bank Certificate of Deposit and the best interest rate and time period available, carried unanimously.
- Motion by Galvin, seconded by Kwiatkowski to authorize the Treasurer or Deputy Treasurer to sell a Key Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$750,000.00 for 9 Months at 4.20% Interest coming due May 9, 2024 and to reinvest the principal and interest in a new Key Bank Certificate of Deposit at the best interest rate and time period available, carried unanimously.
- Motion by Smith, seconded by Galvin to authorize the Treasurer or Deputy Treasurer to transfer \$2,512.06 from the Capital Reserve Land and Building Fund to the M&T Bank Budget Checking Account and to pay the invoice from Ronald Trigilio for architectural services in the amount of \$2,512.06, carried unanimously.
- Motion by Smith, seconded by Galvin to pay the invoices from Firematic Supply Co. for the annual preventive maintenance (\$3,757.40) and repair (\$4,507.18) for Engine #2 for a total cost of \$8,264.58, carried unanimously.
- Alpine Software has a pending invoice of \$10,990.00 that will be included in next months bills.
- The annual internal audit is underway with results to be available in the coming weeks.

Motion by Mastrella, seconded by Smith to adjourn the meeting at 9:22 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
John M. Kwiatkowski – Vice Chairman
Patrick M. Galvin
Christina M. Mastrella
Tyrone P. Smith

Appointed Officers:

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

Tuesday, May 21, 2024

Chairman Multerer called the meeting to order at 7 p.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: Galvin, Kwiatkowski, Mastrella, and Multerer. Also in attendance: Chief Peters, Assistant Chief Whitehead Jr., Assistant Chief Fetes, Srdjan Sikirica, David Mastrella, Win Slauch (Emergency Vehicle Response) and Hodges. Unavailable: Smith and Braun.

Chairman Multerer thanked everyone for attending, introduced attendees and asked Emergency Vehicle Response representative Slauch to review his observations and recommendations regarding the Sourcewell Consortium contract and specification from Firematic Supply Company for the procurement of a 100-foot mid mount platform aluminum body aerial with 300 gallon water tank and 2,000 GPM pump. The Board and committee members obtained clarification and expanded explanation on several specification and safety related items.

Chairman Multerer resumed the regular order of business at 7:34 p.m.

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 Board held a lengthy discussion regarding the aerial design alterations to be finalized and sent to Firematic Supply Company representative Jim Tabor. The Board was not interested in further exploring a lease option.

Convention Committee: No Report

Finance Committee: No Report

Health Care Committee: No Report

House Committee: No Report

Information Technology Committee: No Report

Eggersville Fire District

1880 Eggert Road
Eggersville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
John M. Kwiatkowski – Vice Chairman
Patrick M. Galvin
Christina M. Mastrella
Tyrone P. Smith

Appointed Officers:

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

Tuesday, May 21, 2024

Inspection Committee: No Report

Insurance Committee: No Report

Jacket and Uniform Committee: No Report

Service Awards Committee: No Report

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

Unfinished Business:

Motion by Mastrella, seconded by Kwiatkowski to accept the aerial design alterations and require boilerplate compliance as follows: Removal of a raised cab, paint air and fuel tanks job color red, designate the requirement for fittings to be compression, preinstall a Plymovent exhaust extraction adaptor, connect the windshield wiper operation to the parking brake with an override option, replace the Kusmaul battery charger with a Chief 60 amp unit, add air horn control for the officer position, reposition one cord reel to the left side of the apparatus, provide the clarified weight calculations, specify and identify on the print the angle of approach and departure and the detailed specifications for the space between each seating position, and full adherence to the road test compliance testing requirements, carried unanimously.

New Business: None

Treasurer's Report: No Report

Motion by Kwiatkowski, seconded by Galvin to adjourn the meeting at 7:59 p.m., carried unanimously.

([video](#)) - PW: gZTyq57c

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
John M. Kwiatkowski – Vice Chairman
Patrick M. Galvin
Christina M. Mastrella
Tyrone P. Smith

Appointed Officers:

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

Thursday, June 6, 2024

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

Fire Commissioners in attendance: Galvin, Kwiatkowski (remote), Multerer, and Smith. Also in attendance: Chief Peters, President Gilson, Braun and Hodges. Unavailable: Mastrella.

Motion by Smith, seconded by Kwiatkowski to approve the minutes of the Thursday, May 2, 2024 meeting as written, carried unanimously.

Motion by Kwiatkowski, seconded by Smith to approve the minutes of the Thursday, May 21, 2024 meeting as written, carried unanimously.

Correspondence Sent:

- 04/10/2024 Email letter made out to the Town of Amherst Department of Real Property Tax Service to obtain the Property Tax Revenue paid to the Egbertsville Fire District in Year 2023, sent to Lumsden & McCormick, LLP.
- 04/17/2024 Email sent to Lumsden & McCormick, LLP, with a detailed Account Breakdown Spreadsheet for questions raised regarding the Year 2023 Annual Audit.
- 04/18/2024 Email sent to Lumsden & McCormick LLP, with an updated Planning and Fraud Assessment breakdown.
- 04/18/2024 In response to an email request nine (9) vouchers paid in Year 2024 were picked up the Lumsden & McCormick, LLP as part of the Year 2023 Fire District Audit.
- 04/30/2024 Letter of representation sent to Lumsden & McCormick, LLP as part of the Year 2023 Fire District Audit.
- 05/04/2024 Email sent to Emergency Vehicle Response representative, Win Slauch, regarding initial feedback from his aerial review service and requesting a meeting to discuss the recommendations further.
- 05/04/2024 Email sent to Chief Peters requesting a grounds maintenance detail be completed.
- 05/04/2024 Email sent to Amherst Sealer requesting they correct the addressee name on a quotation for parking lot services.
- 05/04/2024 Email sent to Firematic Supply Co. representative, Jim Tabor, seeking the previously requested aerial leasing options as discussed on May 2, 2024.
- 05/04/2024 Email sent to the Board with potential dates to meet with Emergency Vehicle Response representative, Win Slauch, regarding the aerial review; date scheduled for 7 p.m. on Tuesday, May 21, 2024 on 05/09/2024.
- 05/06/2024 Email sent to Assistant Chief Fetes notifying him that the the requested trash receptacle will be delivered on May 8, 2024.
- 05/06/2024 Email sent to the Board from the Association of Fire Districts of the State of New York regarding recently proposed OSHA regulations.
- 05/07/2024 Email sent to Captain Jon Trometer seeking explanation and examples of any RedAlert program issues he may be experiencing.
- 05/08/2024 Email sent to Commissioner Smith containing the Expense Reimbursement Form.
- 05/08/2024 Email sent to Attorney William Mattrey requesting the final suggested language changes for the architect Professional Services Agreement.
- 05/08/2024 Email sent to Air Cleaning Systems Inc. representative, Tony Milanese, regarding invoicing status related to FEMA for the recently installed exhaust extraction equipment.

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

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

Thursday, June 6, 2024

Correspondence Sent (continued):

- 05/08/2024 Email sent to Jeffrey Yap regarding fire district activity related to the attempted resolution of the Windsong billing issue regarding Junior Firefighter Timothy Yap; release approved by the Board.
- 05/09/2024 Email sent to Firefighter William Bulleigh with the pension contact information per his verbal request.
- 05/09/2024 Email sent to Lieutenant Rogge with his registration and lodging information for the upcoming New York State Association of Fire Chiefs Fire 2024 Conference Attendance.
- 05/13/2024 Letter, Payment Commencement Form and Beneficiary Designation Form sent to Penflex, Inc. for the benefit of Michael P. Rotola. Copy of documents to Mr. Rotola.
- 05/14/2024 Email sent to Hose Company Membership Committee member, Alex Hazzan, notifying him that previous applicant Robert Zeitz will need to be approved at the June meeting of the fire district before a physical examination approval can be issued and to have the chief or president make the request at that time.
- 05/15/2024 Email sent to Chief Peters notifying him that physical examination approvals for applicants DeMartin, and Planavsky will be sent but that previous applicant Rodriquez and Zeitz will need to be approved at the June meeting of the fire district.
- 05/16/2024 Email sent to Air Cleaning Systems Inc. representative, Tony Milanese, making notice of the need for warrantee adjustment to the Plymovent system nozzles due to ground contact upon disconnect.
- 05/16/2024 Email sent to Master Mechanic Chapin notifying him of the addition of Lieutenant Rogge for access to his to his room along with a current list of individuals with access.
- 05/16/2024 Email sent to Commissioner Mastrella requesting an updated quotation for a Kitchen appliance replacement.
- 05/17/2024 Email sent to Mistras Group Inc. cancelling Purchase Order No. B5610 for Aerial and Ground Ladder Testing as directed by the Board of Fire Commissioners.
- 05/17/2024 Email sent to Mistras Group Inc. advising the concerns of the Board of Fire Commissioners regarding the incident with neighboring Brighton Fire District.
- 05/20/2024 Email sent to the Board regarding the Erie County Fire District Officers Association upcoming OSHA 1910 seminar at the Elba fire station on May 30, 2024.
- 05/22/2024 Email sent to Firematic Supply Company representative, Jim Tabor, providing direction and requested specification changes for a potential replacement aerial. Copy to Chief Peters.
- 05/23/2024 Email sent to Occustar representative, Timothy Knight, authorizing physical examinations for firefighter candidates Planavsky and T. DeMartin. Copy to Chief Peters.
- 05/23/2024 Email sent to firefighter candidates Planavsky and T. DeMartin authorizing them to obtain a physical examination. Copies to Chief Peters.
- 05/24/2024 Email sent to Chief Peters and Occustar representative, Timothy Knight, regarding Firefighter Gary Schaut's potential return to duty.
- 05/28/2024 Email sent to the Board regarding the Association of Fire Districts of the state of New York 2024 Annual Meeting and Leadership Expo October 20-23, 2024.
- 05/29/2024 Email sent to Firefighter Gary Schaut providing an update on a potential return to duty.
- 05/30/2024 Email sent to Chief Peters requesting rescue specification clarifications.

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Tyrone P. Smith

Appointed Officers:

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

Thursday, June 6, 2024

Correspondence Received:

- 03/05/2024 Numerous emails received and sent regarding the new Annual Financial Report Software Program with the New York State Comptroller's Office creating positions for the Fire District Treasurer, Fire District Deputy Treasurer and two representatives of Lumsden & McCormick, LLP.
- 03/15/2024 Received engagement letter from Lumsden & McCormick, LLP as part of the Year 2023 Annual Fire District Audit and Annual Financial Report to the New York State Comptroller.
- 04/10/2024 Received a LOSAP Benefit Commencement Letter from Penflex Inc. for Firefighter Paul J. McDonald.
- 04/15/2024 Received an acknowledgement email from RBC Wealth Management for the recent contribution to the Egbertsville Fire District LOSAP Account.
- 04/30/2024 Email received from the New York State Comptroller's Office acknowledging the certification of the Fire District Treasurer for the 12/31/2023 Annual Financial Report.
- 05/02/2024 Email received from Chief Peters outlining certain aerial specification changes recommended by Emergency Vehicle Response.
- 05/03/2024 Communication received from Stonhard representative Justin Hicks seeking to schedule the remaining Apparatus Apron striping from a project in 2023. He was advised of the pending concrete repair project and that the striping would need to be scheduled at a later date.
- 05/06/2024 Email received from the Association of Fire Districts of the State of New York regarding recently proposed OSHA regulations.
- 05/08/2024 Received Certificate of Liability Insurance and Workers' Compensation Insurance from Willis Towers Watson Midwest, Inc. for Davis-Ulmer Sprinkler Company, Inc.
- 05/08/2024 Received Certificate of Liability Insurance and Workers' Compensation Insurance from Arthur J. Gallagher Risk Management Services, LLC for Grove Roofing Services, Inc.
- 05/08/2024 Received Annual Financial Report for December 31, 2023 from Lumsden & McCormick, LLP along with a letter titled Communication with those charged with Governance and Management Letter. Copies provided for each Board Member.
- 05/09/2024 Email received from Firefighter John Buttino with recommendations for uniform parts sourcing.
- 05/10/2024 Email received from Attorney William Mattrey with the final suggested language changes for the architect Professional Services Agreement.
- 05/10/2024 Emails received from Firematic Supply Co. representative, Jim Tabor, with aerial lease options.
- 05/10/2024 Email received from Jennifer Yap confirming that the Windsong billing issue regarding Junior Firefighter Timothy Yap has been resolved.
- 05/10/2024 Email received from WEX Bank advising the fire district Exxon Mobil Business Pro Account has been changed to remove the paper billing requirement.
- 05/13/2024 Email received from Ronald Trigilio with the revised Professional Services Agreement.
- 05/13/2024 Email received from Chief Peters requesting an order of Speedy Dry to replenish stock.
- 05/13/2024 Email received from Hose Company Membership Committee member, Alex Hazzan, requesting a physical examination approval for Robert Zeitz.
- 05/14/2024 Email received from Loupe Detailing, LLC with W-9 Taxpayer Identification Number and Certification.
- 05/15/2024 Email received from Chief Peters requesting physical examination approvals for applicants DeMartin, Planavsky and Roquiquez after receiving approval from the Hose Company Investigation Committee.
- 05/17/2024 Email received from Mistras Group Inc. asking why the Year 2024 Purchase Order for Aerial and Ground Ladder Testing was cancelled.

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Tyrone P. Smith

Appointed Officers:

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Asst. Secretary/Dep. Treasurer

Thursday, June 6, 2024

Correspondence Received (continued):

- 05/22/2024 Check in the amount of \$93.87 received from The Northwoods Corporation refund on Insurance Premiums on Commercial Package and Floater Policies.
- 05/20/2024 Email received from Chief Peters advising Scott Safety will not apply the 50% discount to the additional SCBA cylinders that were ordered with the new SCBA Equipment.
- 05/20/2024 Email received from Erie County Fire District Officers Association representative, Bob Monkelbaan, regarding the upcoming OSHA 1910 seminar at the Elba fire station on May 30, 2024.
- 05/22/2024 Email received from Firematic Supply Company representative, Jim Tabor, providing a progress update on the requested specification changes for a potential replacement aerial.
- 05/23/2024 Email received from the Association of Fire Districts of the state of New York regarding the 2024 Annual Meeting and Leadership Expo October 20-23, 2024.
- 05/23/2024 Email received from WEX Bank regarding Exxon Mobil Business Account Credit Card Terms and Conditions.
- 05/28/2024 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated May 17, 2024.
- 05/28/2024 Email received from Command Fire Apparatus Testing with Sales Quotation for Aerial Platform and Ground Ladder Testing. Aerial Testing \$750.00 each, Ground Ladder Testing 345 ft. @ \$2.20 per foot = \$759.00, Heat Sensor Labels \$2.25 each, Delays, Standby Time or Partial Testing \$90.00 per hour. Mistras Group Last Service \$850.00 Aerial Testing and \$2.40 per foot for Ground Ladder Testing.
- 05/31/2024 Received a check in the amount of \$1,000.00 from the Town of Amherst for the purchase of four surplus portable radios.
- 05/31/2024 Certificate of Liability Insurance from Moses Insurance Group for Kepco Alarm Inc.
- 05/31/2024 Postcard notice received from Quill LLC regarding OMNIA Partners purchasing cooperative.
- 06/01/2024 Email received from Chief Peters with a partial a response to the rescue specification clarifications request indicating an additional response is pending.

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

Chief's Report:

Chief Peters reviewed the following:

- Reported an error on the DiVal self contained breathing apparatus quotation that was previously approved; state contract pricing is only applicable to the SCBA equipment and not the accessories. Separate quotations will be obtained for the mask shields.
- The bailout equipment in service is complete. An additional ten sets of gear alterations will be required for an estimated cost of \$8,000.00.
- Reported that the completed Pre-Hospital Emergency Medical Services Agreement has been received. A copy was provided to Secretary Braun.
- Requested approval to obtain a firefighter physical for the following candidates:
 - Luke Rodriguez (41 Fairfield Ave. Tonawanda, NY, 14223 716-331-7341 rodriguezluke04@gmail.com) - Hours Program
 - Robert Zeitz (371 Alberta Dr. Amherst, NY 14226 716-717-4534 zeitze60@gmail.com) - Percentage Program

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Thursday, June 6, 2024

Chief's Report (continued):

- Requested approval to obtain a firefighter physical for the following candidates pending Hose Company Investigation Committee approval:
 - Veronica Anderson (1219 Eggert Rd. Amherst NY, 14226 917-444-0397 veronica@vpaconsulting.net) - Undecided membership status
 - Zachary Edwards (102 Clearvale Dr. Buffalo NY, 14225 716-465-5693 zack.edwards87@outlook.com) - Hours Program
- Requested the following equipment:
 - Amazon - 192 Silicone wristbands and 40 drawstring backpacks for Fire Prevention Open House for a cost of \$281.86.
 - Lowe's/The Home Depot - Building supplies for Fire Prevention Open House for a cost up to \$1,200.00
 - DiVal - 66 nameplates for Scott AV3000HT masks for a total cost of \$1,287.00

President's Report:

President Gilson requested the Board consider replacing the Television Room monitor and the furnishings in the Front Parlor and Television Room. The Board was receptive and requested additional information.

Report of Committees

Alarm and Hydrant Committee: No Report

Apparatus Committee:

The Board briefly discussed the replacement of the Heavy Rescue and reviewed the the preventive maintenance services required for Engines #2 and #3, Rescue #5, and Truck #6. Smith expressed a desire to see aerial examples in person and was provided information on local departments with similar apparatus.

Convention Committee: No Report

Finance Committee:

The Board discussed fund transfers.

Health Care Committee:

The Board discussed the fire district health care providers process change that drops the option for chest X-rays associated with new candidate and existing firefighter physicals. Kwiatkowski stated that he is awaiting official notice from the medical provider.

House Committee:

Smith presented a quotation for landscaping services to add additional plantings around the property, indicated that the parking lot surface repair is pending, and discussed including an enclosure to the front of the building to display the Hose Cart and 1937 Mack Pumper. This would allow the utilization of the garage space for needed storage. The Board was receptive.

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Thursday, June 6, 2024

Report of Committees (continued)

Information Technology Committee:

Multerer reported that Alpine Software is almost ready to deploy a number of RedAlert program updates.

Inspection Committee:

The Board discussed their observations of the apparatus and personnel during the Annual Inspection on June 1, 2024.

Insurance Committee: No Report

Jacket and Uniform Committee:

Multerer stated that the jacket inspection was completed and the results are pending from the equipment officer.

Service Awards Committee: No Report

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

Unfinished Business:

- Chief Peters residency is changing to outside of the fire district in August of this year. Peters requested that the Board allow him to complete his Year 2024 term and consider revising the residency requirement to allow him to seek an additional term. Motion by Smith, seconded by Kwiatkowski to table this discussion until the July meeting, carried unanimously.
- Motion by Kwiatkowski, seconded by Smith to contract Webb Concrete Repair to mend the concrete joints on the Apparatus Aprons for a cost of \$10,000.00, carried unanimously.
- The Board discussed the annual ladder inspection. Motion by Smith, seconded by Kwiatkowski to have Command Fire Apparatus Testing LLC perform the annual testing for a cost of \$1,509.00 and \$2.25 per heat sensor label as required, carried unanimously.
- The Board reviewed the revised Professional Services Agreement received from the architect. Motion by Smith, seconded by Galvin to authorize Chairman Multerer to sign the agreement as written, carried unanimously.
- The Board discussed the upcoming meeting of the Erie County Fire District Officers Association on September 18, 2024 to be hosted by the fire district.
- The Board discussed the revised Sourcewell Consortium contract and specification for the potential purchase of a 100-foot mid mount platform aluminum body aerial with 300 gallon water tank and 2,000 gallon per minute pump. Several items appear to remain in need of correction. The document is being reviewed by the fire district attorney and apparatus consultant.
- The Board again revisited the topic of officer qualifications. Chief Peters indicated that no new information is available but he is still working on the subject and will continue to do so in the coming months. At this time the Board will leave this item off the discussion agenda until a Board member or the Hose Company Leadership has actionable recommendations to review.

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

Thursday, June 6, 2024

New Business:

- Motion by Galvin, seconded by Smith to purchase the items requested by the chief as outlined in his report for a total of \$2,768.86, carried unanimously.
- The Board reviewed a quotation from Fire & Rescue Products for the required replacement of the hydraulic lines on Rescue #5. Motion by Galvin, seconded by Smith to have Fire & Rescue Products replace the hydraulic lines on Rescue #5 for a total cost of \$4,139.44, carried unanimously.
- Motion by Galvin, seconded by Smith to approve an additional ten sets of turnout pants to be retrofitted for bailout by DiVal Fire & EMS Supplies for a cost not to exceed \$8,000.00, carried unanimously.
- Motion by Galvin, seconded by Smith to approve a return to duty physical examination for Firefighter Schaut, carried unanimously.
- Motion by Kwiatkowski, seconded by Smith to authorize a physical examination for candidates Luke Rodriguez (41 Fairfield Ave. Tonawanda, NY 14223 716-331-7341 rodriguezluke04@gmail.com) - Hours Program, and Robert Zeitz (371 Alberta Dr. Amherst, NY 14226 716-717-4534 zeitze60@gmail.com) - Percentage Program. Individuals to be approved for active status pending physical examination results and Hose Company approval, carried unanimously.
- Motion by Smith, seconded by Kwiatkowski to to authorize a physical examination pending Hose Company Investigation Committee approval for applicants Veronica Anderson (1219 Eggert Rd. Amherst NY, 14226 917-444-0397 veronica@vpaconsulting.net) - Undecided membership status, and Zachary Edwards (102 Clearvale Dr. Buffalo NY, 14225 716-465-5693 zack.edwards87@outlook.com) - Hours Program. Individuals to be approved for active status pending physical examination results and Hose Company approval, carried unanimously.
- The Board questioned Chief Peters on the application status of candidate Spencer Rhyans and was informed that there was no need to proceed further with the membership process. Motion by Galvin, seconded by Kwiatkowski to terminate the candidacy process for Spencer Rhyans (209 Goulding Ave. Buffalo, NY 14208 rhyansems58@gmail.com 716-390-7476), carried unanimously.
- Motion by Kwiatkowski, seconded by Smith to contract Restorff's Landscaping Service to add additional plantings around the property for a cost of \$2,475.00, carried unanimously.
- Chairman Multerer adjourned the Regular Meeting scheduled for July 4, 2023 and rescheduled it for 7 p.m. on Thursday, July 11, 2024. Chairman Multerer directed Hodges to place a legal notice regarding the rescheduled meeting.

Treasurer's Report:

- Motion by Smith, seconded by Kwiatkowski to pay the bills in the amount of \$234,220.22 as detailed on the attached breakdown, carried unanimously.
- Motion by Smith, seconded by Galvin to authorize the Treasurer or Deputy Treasurer to transfer \$49,560.26 from the M&T Bank Capital Reserve Equipment Fund Savings Account to the M&T Bank Budget Fund Checking Account to reimburse the Checking Account for the payment to Fire & Rescue Products for the Amkus & DeWalt Rescue Equipment, carried unanimously.
- Motion by Kwiatkowski, seconded by Smith to sell an M&T Bank Capital Reserve Equipment Fund Certificate of Deposit in the amount of \$200,000.00 for 90 days at 4.25% Interest coming due July 2, 2024 and to transfer the principal and interest to the M&T Bank Capital Reserve Equipment Fund Savings Account, carried unanimously.

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Tyrone P. Smith

Appointed Officers:

Raymond F. Braun
Secretary/Treasurer
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Asst. Secretary/Dep. Treasurer

Thursday, June 6, 2024

Treasurer's Report (continued):

- Motion by Galvin, seconded by Smith to sell an M&T Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$750,000.00 for 90 days at 4.25% Interest coming due July 2, 2024 and to reinvest the Principal and Interest in a new M&T Bank Capital Reserve Truck Fund Certificate of Deposit for the best time period and interest rate available, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to approve the reimbursement of \$1,078.16 to Tyrone Smith for expenses while attending the Association of Fire Districts of the State of New York Summit in White Plains New York, carried unanimously.
- Braun reported that Lumsden & McCormick LLP finished the Year 2023 Annual Update Document and Audit Report. Each Board members has been issued a copy of the report. Motion by Kwiatkowski, seconded by Galvin to receive and file the Year 2023 Annual Update and Audit Report with a copy forwarded to the Town of Amherst, carried unanimously.
- Reported an issue with an M&T Bank transfer due to the slow response form the bank regarding certificate of deposit transfer requests. This concern is being addressed.

Motion by Galvin, seconded by Kwiatkowski to adjourn the meeting at 8:13 p.m., carried unanimously.

[\(video\)](#) - PW: tX379vWe

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

Egbertsville Fire District

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Appointed Officers:

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

Thursday, July 11, 2024

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

Fire Commissioners in attendance: Galvin, Kwiatkowski, Mastrella, Multerer, and Smith. Also in attendance: Assistant Chief Whitehead Jr., Assistant Chief Donald Fetes, Michale Flynn, Barndon Schmitt, David Mastrella, Chief Peters, Braun and Hodges.

Motion by Kwiatkowski, seconded by Smith to approve the minutes of the Thursday, June 6, 2024 meeting as written, carried unanimously.

Correspondence Sent:

- 06/03/2024 Email sent to Alpine Software checking on the status of fire district software corrections.
- 06/04/2024 Email sent to Outsource Receivables Management Inc. regarding a harassing collection notice received by Firefighter Andrew Hazzan informing them that the line of duty medical expenses were previously paid and all questions should be directed to the Fire Districts of New York Mutual Insurance Co. Inc.
- 06/05/2024 Email sent to insurance representative Thomas Brady requesting a certificate of liability insurance to provide to United Auto Towing 3740 Sheridan Drive Amherst, NY 14226 to support an upcoming training event.
- 06/05/2024 Email sent to the Board containing the final revision of the architectural Professional Services Agreement.
- 06/05/2024 Email sent to Firematic Supply Company representative Jim Tabor acknowledging the receipt of the revised aerial specification.
- 06/05/2024 Email sent to fire district attorney William Mattrey and Emergency Vehicle Response consultant Win Slauch, containing the revised aerial specification contract documents. Copy to the Board.
- 06/05/2024 Email sent to the Office of Fire Prevention and Control requesting New York State Identification Numbers for Probationary Firefighters Blain, Morton, N. Woodford, R. Woodford, and DeMartin.
- 06/05/2024 Email sent to Assistant Chief Fetes with the New York State Identification Numbers for Probationary Firefighters Blain, Morton, N. Woodford, R. Woodford, and DeMartin.
- 06/05/2024 Email sent to Alpine Software Support regarding pending RedAlert system corrections and updates.
- 06/05/2024 Email sent to Captain Sikirica with a copy of the certificate of liability insurance to provide to United Auto Towing 3740 Sheridan Drive Amherst, NY 14226 to support an upcoming training event.
- 06/09/2024 Letter sent to Ms. Laura Mazikowski regarding Group Life Insurance Payment on the life of Roger P. Mazikowski.
- 06/09/2024 Letter sent to Mr. Paul J. McDonald regarding Group Life Insurance Payment on the life of James McDonald.
- 06/09/2024 Email sent to Command Fire Apparatus Testing with Purchase Order for Aerial and Ground Ladder Testing with Tax Exempt Certificates and a W-9 Form.
- 06/10/2024 Email authorization sent to Occustar representative Timothy Knight and Firefighter Gary Schaut authorizing a return to duty physical for Firefighter Schaut. Copy to Chief Peters.
- 06/11/2024 Email sent to architect Ronald Trigilio containing the signed Professional Services Agreement.
- 06/13/2024 Email authorization sent to Occustar representative Timothy Knight and firefighter candidates Anderson, Edwards, Planavsky, and Zeitz authorizing a physical examination. Copies to Chief Peters.
- 06/13/2024 Email sent to the Board regarding the revised aerial specification contract documents.
- 06/15/2024 Email sent to Firematic Supply Co. representative Jim Tabor outlining required revised aerial specification contract items. Copy to Chief Peters.

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

Brian K. Multerer – Chairman
John M. Kwiatkowski – Vice Chairman
Patrick M. Galvin
Christina M. Mastrella
Tyrone P. Smith

Appointed Officers:

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

Thursday, July 11, 2024

Correspondence Sent (continued):

- 06/18/2024 Email sent to Ms. Karen Blochwitz with LOSAP Payment Commencement Form, Beneficiary Designation Form and copies of previous correspondence returned to the district.
- 06/19/2024 Letter and Year 2023 Annual Financial Report sent to the Town of Amherst Clerk as required by Laws of the State of New York.
- 06/20/2024 Email sent to Fire-Rescue International Conference management inquiring on the registration status for Commissioner Smith to attend the the 2024 Fire-Rescue International Conference August 14-16, 2024 in Dallas Texas.
- 07/05/2024 Email to Erie County Fire District Officers Association Secretary McCullough regarding requirements for September 18, 2024 Association at Egbertsville.
- 07/09/2024 Email sent to James McDonald, son of James P. McDonald with contact information of former and current LOSAP Vendors.

Correspondence Received:

- 06/05/2024 Email received from insurance representative Andrea Bauer with a certificate of liability insurance to provide to United Auto Towing 3740 Sheridan Drive Amherst, NY 14226 to support an upcoming training event.
- 06/05/2024 Email received from the Office of Fire Prevention and Control requesting New York State Identification Numbers for Probationary Firefighters Blain, Morton, N. Woodford, R. Woodford, and DeMartin.
- 06/07/2024 Email response received from attorney William Mattrey regarding the revised aerial specification contract documents.
- 06/09/2024 Email response received from Emergency Vehicle Response consultant Win Slauch regarding the revised aerial specification contract documents.
- 06/14/2024 Information received from Pinsky Law Group, PLLC regarding Monthly Policy Service for Fire Departments and Ambulance Services for a \$1,500.00 annual fee.
- 06/17/2024 Email received from Commissioner Smith regarding required registration attendance arrangements for the 2024 Fire-Rescue International Conference August 14-16, 2024 in Dallas Texas.
- 06/18/2024 Email received from Ms. Karen Blochwitz regarding Stephen Blochwitz LOSAP Benefits.
- 06/19/2024 Data Sheet received from Eagle Systems showing Epson AM-C4000 low power copy machine.
- 06/19/2024 Email received from Firefighter Schaut reporting his return to duty physical examination was completed.
- 06/20/2024 Email response received from Fire-Rescue International Conference representative Tammy Wightman with information regarding required registration attendance arrangements for Commissioner Smith.
- 06/24/2024 Email received from ESO Solutions with new remittance address for fire district payments by check.
- 06/25/2024 Certificate of Liability Insurance and Workers' Compensation Insurance received from US Select Insurance for John's Towing and Storage.
- 06/25/2024 Request to use fire district facilities received from David Rogge for his son's Birthday Party on August 25, 2024.
- 06/25/2024 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated June 17, 2024.
- 06/25/2024 N. Y. S. Dept. of Environmental Conservation Div. of Solid & Hazardous Materials Regulated Medical Waste Tracking Form received from Stericycle, Inc. for a pickup dated 05/31/2024.

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Correspondence Received (continued):

- 07/05/2024 Email received from Erie County Fire District Officers Association Secretary advising requirements for September 18, 2024 Association meeting at Egbertsville.
- 07/05/2024 Email received from Chief Peters regarding acting chief officer assignments through July 8, 2024 during the absence of Assistant Chief Whitehead Jr.; Captain Flynn to fill. Copy to the Board.
- 07/05/2024 Email received from the Office of Fire Prevention and Control requesting New York State Identification Numbers for Probationary Firefighters Anderson, Edwards, Planavsky, and Zeitz. Copy to Assistant Chief Fetes.
- 07/07/2024 Notice received from KBS Innovations advising their Responder Pro Right Angle and Lighthawk Lanterns are made in the United States.
- 07/08/2024 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated July 1, 2024.
- 07/08/2024 Email received from James McDonald, son of James P. McDonald with questions regarding LOSAP Benefits.
- 07/11/2024 Letter received from Alexander Hazzan in support of Chief Peters serving out the balance of his term in 2024.
- 07/11/2024 Letter received from Andrew Hazzan in support of Chief Peters serving out the balance of his term in 2024.

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

Chief's Report:

Chief Peters reviewed the following:

- Updated the Board on the repair status of Truck #6 and its expected return to service in the coming days.
- Inquired on the procurement progress for the requested self contained breathing apparatus (SCBA) mask labels and shields. Braun confirmed he received the required quotations.
- Informed the Board that he will be meeting with Hose Company Apparatus Committee at 6 p.m. on July 22, 2024 to review the replacement aerial and rescue specifications.
- Requested approval to obtain a firefighter physical for the following candidate pending the results of the Hose Company Investigation Committee:
 - Alana Dixie (630 Lisbon Ave, Buffalo, NY 14215 alanadixie23@gmail.com 716-359-1500)
- Requested the following equipment:
 - MES - Tools for a total cost of \$1,345.00
 - The Home Depot - Supplies for bailout equipment maintenance and hand tool reconditioning for a total cost of \$373.76
 - DiVal Safety - Gemtor bailout harnesses for a total cost of \$3,068.05
 - Witmer Public Safety - Boots and carabiners for a total cost of \$470.00
 - Hook N Ladder Leather - Box light straps for a total cost of \$265.00
 - McKesson - Various medical supplies for a total cost of \$1,320.15

President's Report: None

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Thursday, July 11, 2024

Report of Committees

Alarm and Hydrant Committee: No Report

Apparatus Committee:

The Board briefly reviewed a revised aerial replacement contract proposal from Firematic Supply Company through the Sourcewell Consortium. Copies will be sent to the Board, apparatus consultant and attorney for review and comment.

Convention Committee: No Report

Finance Committee:

Braun report on the following financial activity: On May 10, 2024 sold a Key Bank Capital Reserve Land and Building Fund Certificate of Deposit in the amount of \$700,000.00 for 9 months at 4.20% interest, total return on the investment \$722,376.66; May 10, 2024 purchased 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; May 10, 2024 sold a Key Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$750,000.00 for 9 months at 4.20% interest, total return on the investment \$773,975.00; May 10, 2024 purchased 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; May 13, 2024 sold an M&T Bank Budget Fund Certificate of Deposit in the amount of \$500,000.00 for 30 days at 4.50% interest, total return on the investment \$503,194.53; May 13, 2024 purchased an M & T Bank Budget Fund Certificate of Deposit in the amount of \$353,194.53 for 30 days at 4.50% interest, coming due July 12, 2024; May 13, 2024 transferred \$150,000.00 from the M&T Bank Budget Fund Certificate of Deposit to the M&T Bank Budget Fund Checking Account; July 1, 2024 sold an M&T Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$750,000.00 for 90 days at 4.25% interest, total return on the investment \$757,968.75; July 1, 2024 purchased an M&T Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$757,968.75 for 6 Months at 4.20% interest coming due January 1, 2025; July 1, 2024 sold an M & T Bank Capital Reserve Equipment Fund Certificate of Deposit in the amount of \$200,000.00 for 90 Days at 4.25% interest, total return on the investment \$202,125.00.; July 1, 2024 closed an M&T Bank Capital Reserve Equipment Fund Certificate of Deposit and had the principal and interest transferred to the M&T Bank Capital Reserve Equipment Fund Savings Account.

Health Care Committee: No Report

House Committee:

- Smith presented options for a summer landscape cleanup and the possibility of the caretaker absorbing the winter salting responsibilities. The Board was receptive to additional landscape service but after a brief review of the salting requirements, indicated it was preferable to address salting issues and cost within the contract to vendors.
- Smith provided additional details and a drawing to build a memorial area and display structure allowing the relocation of existing garage space for needed storage. The Board was receptive and instructed Smith to obtain construction pricing and have the project identified on a site plan.
- The Board reviewed and revised the Needs Attention Project List.

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Report of Committees (continued)

Information Technology Committee:

The Board was presented a proposal from Eagle Systems Technologies with two options to replace the no longer supported malfunctioning copier.

Inspection Committee: No Report

Insurance Committee:

Braun reported that he has been working with members of the Roger Mazikowski and James McDonald families regarding Group Life Insurance death benefit payments.

Jacket and Uniform Committee:

The Board briefly discussed the recently completed inspection of jackets. The Board was not ready to initiate a purchase at this time as there is some interest in changing the jacket style. The Jacket and Uniform Committee members will research options.

Service Awards Committee: No Report

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

Unfinished Business:

The Board revisited the topic of Chief Peters pending residency change to outside of the fire district in August of this year. Peters previously requested that the Board allow him to complete his Year 2024 term and consider revising the residency requirement to allow him to seek an additional term. Motion by Kwiatkowski, seconded by Galvin to enter Executive Session at 7:52 p.m. to discuss a personnel matter related to the performance and potential dismissal of Chief Peters. All members of the public were excused. The Board exited Executive Session at 8:18 p.m. on a motion by Mastrella, seconded by Galvin, carried unanimously. The public was invited to return to the meeting. Chairman Multerer called for a motion to retain Chief Peters, regardless of residency, until the end of his term on December 31, 2024; motion by Galvin, seconded by Mastrella to allow Chief Peters to complete his Year 2024 term while's living outside of the fire district territory, carried unanimously. Multerer informed Chief Peters that the Board will not be altering the existing residency requirements and the Hose Company should submit their chief officer nominations for Year 2025 accordingly.

New Business:

- Motion by Smith, seconded by Mastrella to purchase the items requested by the chief as outlined in his report for a total of \$5,123.20, carried unanimously.
- Motion by Mastrella, seconded by Galvin to contract Restorff's Landscape Service to perform shrub trimming, weeding, and plant maintenance for a cost not to exceed \$1,750.00, carried unanimously.

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New Business (continued):

- Motion by Galvin, seconded by Kwiatkowski to purchase an Epson AM C4000 color multifunctional copier with staple and facsimile options from Eagle Systems Office Technologies to replace obsolete equipment for a total cost of \$6,042.00 at the New York State purchase price, carried unanimously. The new machine will be monitored and serviced under the existing Annual Service Agreement and the obsolete machine will be removed and disposed of by Eagle Systems Office Systems Office Technologies.
- Motion by Mastrella, seconded by Galvin to approve a physical examination for Alana Dixie (630 Lisbon Ave, Buffalo, NY 14215 alanadixie23@gmail.com 716-359-1500) pending the results of the Hose Company Investigation Committee, carried unanimously.
- Mastrella asked Chief Peters if he had any recommendation for the implementation of officer qualification. He did not. Mastrella briefed the Board on New York State attorney general opinion (No 97-49) which identifies, "the establishment of qualifications to hold line offices in a fire department of a fire district are established solely by the board of fire commissioners of the fire district" and provided an example of prerequisite line officer training requirements. The Board held a lengthy discussion regarding timing, content, and pending changes to federal regulations. Chairman Multerer asked Chief Peters and all commissioners to submit their recommendation to Mastrella in the coming weeks.

Treasurer's Report:

- Motion by Smith, seconded by Mastrella to pay the bills in the amount of \$76,229.82 as detailed on the attached breakdown, carried unanimously.
- Motion by Galvin, seconded by Smith to approve the travel expense reimbursement, New York State Association of Fire Chiefs in Syracuse, NY for David Rogge II, in the amount of \$415.26, carried unanimously.
- Motion by Kwiatkowski, seconded by Galvin to approve the payment of \$16,068.00 to Witmer Public Safety Group for received Turnout Equipment, carried unanimously.
- Motion by Smith, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to sell an M&T Bank Budget Fund Certificate of Deposit in the amount of \$353,194.53 for 30 days at 4.50% interest and to reinvest \$200,000.00 in a new M&T Bank Budget Fund Certificate of Deposit for 30 days at the best available interest rate and to transfer \$153,194.53 plus interest to the M&T Bank Budget Fund Checking Account, carried unanimously.
- Motion by Smith, seconded by Kwiatkowski to approve the payment of \$3,500.00 to Amherst Sealing for completed parking lot service repairs.

Motion by Kwiatkowski, seconded by Galvin to adjourn the meeting at 8:39 p.m., carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

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Thursday, July 11, 2024

The Egbertsville Fire District Board of Commissioners entered Executive Session at 7:52 p.m. to discuss a personnel matter related to the performance and possible dismissal of Chief Peters on a motion by Kwiatkowski, seconded by Galvin, carried unanimously.

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

The Board held a lengthy discussion regarding Chief Peters performance and fire district policy adherence.

The Board exited Executive Session at 8:18 p.m. on a motion by Mastrella, seconded by Galvin, carried unanimously.

Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer

Egbertsville Fire District

1880 Eggert Road
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Commissioners:

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Thursday, August 1, 2024

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

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

Vice Chairman Kwiatkowski suspended the regular order of business at 7:26 p.m. to hear from fire district architect Ronald Trigilio regarding various building projects and the status of the site plan.

Vice Chairman Kwiatkowski resumed the regular order of business and called for a motion to approved the minutes of the previous meeting. Motion by Mastrella, seconded by Smith to approve the minutes of the Thursday, July 11, 2024 Regular and Executive Session Meeting as written, carried unanimously.

Correspondence Sent:

- 07/11/2024 Email sent to NFPA Customer Service regarding their continued failure to remove the tax that was charged to the fire district for the renewed annual online access.
- 07/15/2024 Email sent to Firematic Supply Company representative Jim Tabor acknowledging the receipt of the revised aerial specification.
- 07/15/2024 Email sent to fire district attorney William Mattrey and Emergency Vehicle Response consultant Win Slauch, containing the revised aerial specification contract documents. Copy to the Board.
- 07/18/2024 Confirmed with the New York State Comptroller's Office that Brian K. Multerer is COB and Raymond F. Braun in CFO.
- 07/18/2024 Completed signing of Modern Disposal Services Service Agreement for Weekly Toter Trash Service.
- 07/18/2024 Letter and required documents sent to Thomas O. Brady regarding the Egbertsville Fire District Group Life Insurance Benefit for deceased member James P. McDonald. Copy sent to James M. McDonald.
- 07/18/2024 Email sent to Ronald Trigilio requesting that future invoices for architectural services be submitted before the end of a month to allow timely processing.
- 07/22/2024 Email sent to Catholic Health Systems Buffalo representative Emily James requesting a copy of the current medical director license per the existing agreement. Obtained.
- 07/24/2024 Email sent to the Board containing the revised Needs Attention Project List.
- 07/25/2024 Email sent to ESI Employee Assistance Group representative Jamie Randorf confirming receipt of his request for a revised coverage census. Copy to Chief Peters.
- 07/29/2024 Email sent to the Board and Hose Company leadership containing the tentative ESI Employee Assistance Group 2024 Fire District Census list.
- 07/31/2024 Email sent to Firematic Supply Company representative Jim Tabor requesting a revised contract proposal for the potential purchase of a replacement aerial containing the Sourcewell Consortium contract number. Copy to the Board and Chief Peters.
- 07/31/2024 Email sent to Ronald Trigilio requesting the return of building blueprints.

Correspondence Received:

- 07/10/2024 Email received from the New York State Comptroller's Office requesting confirmation on contacts for the Board Chairman and Secretary/Treasurer.
- 07/12/2024 Email received from Commissioner Mastrella containing the New York State Attorney General opinion regarding qualification required to hold line officer positions.

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Thursday, August 1, 2024

Correspondence Received (continued):

- 07/13/2024 Email received from Chief Peters requesting a new access FOB be issued to Firefighter Nicole Woodford after she misplaced the one issued to her.
- 07/15/2024 Letter received from Penflex, Inc. advising LOSAP Payments to Brian K. Multerer will commence August 1, 2024.
- 07/15/2024 Notice received from Stokes, Visca, Hucko & Barone, LLC regarding their services as Certified Public Accountants.
- 07/15/2024 Documents received from James M. McDonald, son of deceased member James P. McDonald regarding the claim for Group Life Insurance Benefits.
- 07/15/2024 Notice from Occustar Workplace Compliance that they are moving from 4267 Transit Road, Williamsville, New York 14221 to 539 Cleveland Drive, Cheektowaga, New York 14225.
- 07/16/2024 Email received from Modern Disposal with a new Service Agreement for Toter Trash Service.
- 07/17/2024 Email received from NFPA Customer Service indicating that they are looking into the taxation request.
- 07/18/2024 Email received from Alpine Software Corp. regarding proposed OSHA regulations and how it may impact the RedNMX Software program. Copied to Board members and Chief Peters.
- 07/19/2024 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated July 19, 2024.
- 07/22/2024 Email received from McKesson Medical sales representative Eugene Cox requesting a copy of a current medical director license. Provided.
- 07/24/2024 Email response received from Emergency Vehicle Response representative Win Slauch outlining his recommendations regarding the revised aerial specification documentation. Copy forwarded to the Board and receipt confirmation sent to Win Slauch.
- 07/25/2024 Email received from Sourcewell Government Accounts representative Autumn Bungum with purchase process instructions in response to a fire district telephone inquiry.
- 07/25/2024 Email received from Chief Peters regarding ESI EAP management contact seeking a revised coverage census.
- 07/26/2024 Email received from McKesson Medical sales representative Eugene Cox requesting a completed Letter of Affiliation from the medical direction physician. Request forwarded to Catholic Health Systems Buffalo representative Emily James. Provided.
- 07/30/2024 Email received from ESI Employee Assistance Group representative Jamie Randorf outlining a new benefit. Copy forwarded to the Board and President Gilson.
- 07/31/2024 Email received from Chief Peters requesting temporary House Committee Room access for Captain Sikirica.
- 07/31/2024 Email received from Chief Peters requesting additional information regarding open specification requirements related to the potential purchase of a replacement aerial containing via the Sourcewell Consortium. Response provided and copied to the Board.

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

Chief's Report:

Chief Peters reviewed the following:

- Reviewed the status of the replacement rescue.

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Thursday, August 1, 2024

Chief's Report (continued):

- Requested the use of Unit #7-1 to attend the Clarence Center Labor Day weekend celebration on September 7, 2024.
- Requested approval to obtain a firefighter physical for the following candidates pending Hose Company Investigation Committee approval:
 - Angelina Illas (177 William Street City of Tonawanda, NY 14150 716-344-7787 angelinallas04@gmail.com) - Hours Program
 - Clarence Quarles (200 Sunshine Dr. Amherst, NY 14226 716-465-8121 cjquarles12@gmail.com) - Hours Program
- Requested the following equipment:
 - Saia Communications - Minitor VI pagers for a total cost of \$9,749.00
 - Amazon - Absorbent pads for a total cost of \$91.99
 - The Fire Store - Hose washing equipment and leather helmet fronts for Firefighter Benson and Firefighter Michelin for a total cost of \$895.00
 - FM Communications - Locker nameplates for up to 16 firefighters for a cost to be determined

President's Report:

President Gilson reviewed the following:

- Discussed reimbursement for the 2024 Installation and Inspection Dinner
- Requested approval for the following training participation to enhance department operations:
 - Pinsky Law Group Board of Director Training for Fire Companies and EMS Agencies at the Turning Stone Resort October 25-26th, 2024. Attendees: Storfer, J. Christopher, Cumpston, and Stephan.

Report of Committees

Alarm and Hydrant Committee: No Report

Apparatus Committee:

- The Board discussed the the revised Sourcewell Consortium Aerial Contract from Firematic Supply Company / Pierce Manufacturing.
- Chief Peters briefed the Board on the direction of a replacement rescue and provided specification details to the Board; Galvin relayed his positive observation from attending a meeting of the Hose Company Apparatus Committee; the Board was receptive to the design and will continue to move forward and seek a proposal through the Sourcewell Consortium; the proposal draft will be circulated to the Board in the coming weeks.

Convention Committee:

Smith briefly reviewed the upcoming available conferences.

Finance Committee:

The Board discussed fund transfers.

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Thursday, August 1, 2024

Report of Committees (continued)

Health Care Committee:

Chief Peters reported that the Annual Firefighter Physical session at the fire station will be held at 5 p.m. on Wednesday, October 2, 2024 and that the list of applicable firefighters will be sent to the secretaries.

House Committee:

- Smith reviewed the need to repair a parking lot receiver and presented a quotation for lighting replacement in the west rooms of the Apparatus Room.
- The Board discussed the 2024/2025 snow plowing and salting services solicitation process for the upcoming season that will run November 1, 2024 to March 31, 2025. Pleased with the performance of Concept Concrete Construction (8846 Goodrich Rd. Clarence Center, NY 14032) the last two seasons, the contractor will be asked if they are interested in continuing the service and if so, to submit a proposal. Galvin will make contact and request a proposal. Smith will research fair market rates.

Information Technology Committee:

Multerer reported that the current Sonicwall TZ300w router is no longer supported and needs to be replaced.

Inspection Committee: No Report

Insurance Committee:

Braun reported that he has continued to work with members of the Roger Mazikowski and James McDonald families regarding Group Life Insurance death benefit payments.

Jacket and Uniform Committee: No Report

Service Awards Committee: No Report

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

Unfinished Business:

- The Board held a lengthy discussion regarding the proposed building projects and site plan. Motion by Smith, seconded by Galvin to have the architect revise the site plan to expand the pole barn to 60x20 feet, add the 3,000 square foot storage building, west fencing, and a permanent awning. Once complete, the plan can be submitted to the Town of Amherst for review, carried unanimously.
- Motion by Mastrella, seconded by Galvin to authorize Chairman Multerer to sign the contract from Firematic Supply Company for a Pierce manufactured 100-Foot Mid Mount Platform Aluminum Body Aerial with 300 Gallon Water Tank and 2,000 GPM Pump per the accepted specification through the Sourcewell Consortium Contract #113021-OKC for the amount of \$2,563,000.00, carried unanimously.
- The Board continued the discussion regarding the possibility of changing the jacket style. The Board is waiting for additional Hose Company feedback before a final review next month.

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Patrick M. Galvin
Christina M. Mastrella
Tyrone P. Smith

Appointed Officers:

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

Thursday, August 1, 2024

Unfinished Business (continued):

- The Board held a lengthy discussion regarding the implementation of officer qualifications and pending federal regulations. Chief Peters stated that he is seeking in use examples from area departments and that his group is discussion options. Vice Chairman Kwiatkowski asked the Board to conduct further research for additional discussion next month.

New Business:

- Motion by Smith, seconded by Mastrella to purchase the items requested by the chief as outlined in his report for a total of \$986.99, carried unanimously.
- Motion by Smith, seconded by Mastrella to purchase Minitor pagers for a total cost of \$9,749.00 at New York State Purchase Contract pricing. Equipment funding to be drawn from the Capital Reserve Equipment Fund pending permissive referendum approval and/or budget funding, carried unanimously. Vice Chairman Kwiatkowski directed Hodges to place a permissive referendum legal notice to spend up to \$4,000.00 for the purchase Minitor pagers towards the total cost of \$9,749.00. The cost this equipment to be paid out of funds presently on deposit in the Capital Reserve Equipment Fund.
- Motion by Galvin, seconded by Smith to approve physical examinations for candidates Angelina Illas (177 William Street City of Tonawanda, NY 14150 716-344-7787 angelinallas04@gmail.com) and Clarence Quarles (200 Sunshine Dr. Amherst, NY 14226 716-465-8121 cjquarles12@gmail.com) pending Hose Company Investigation Committee approval, carried unanimously.
- The Board questioned Chief Peters on the application status of candidate Luke Rodriguez and was informed that there was no need to proceed further with the membership process. Motion by Mastrella, seconded by Galvin to terminate the candidacy process for Luke Rodriguez (41 Fairfield Ave. Tonawanda, NY, 14223 716-331-7341 rodriguezluke04@gmail.com), carried unanimously.
- Motion by Galvin, seconded by Mastrella to approve the training request to send Storf, J. Christopher, Cumpston, and Stephan to the Pinsky Law Group Board of Director Training for Fire Companies and EMS Agencies at the Turning Stone Resort October 25-26th, 2024 for a cost of \$1,250.00, carried unanimously.
- The Board discussed the need to repair a failing parking lot receiver and the obtained verbal quote from Amherst Paving for a cost of \$1,500.00. Galvin requested additional information regarding the steps to be taken by the contractor during repair. Motion by Mastrella, seconded by Smith to contract Amherst Paving to repair the parking lot receiver for a cost not to exceed \$1,500.00 pending receipt of a formal quote with repair method details, carried unanimously.
- Motion by Smith, seconded by Mastrella to contract Zacher Electric to upgrade the lighting to LED in the Apparatus Room west offices for a cost not to exceed \$4,000.00. Project funding to be drawn from the Capital Reserve Land and Building Fund pending permissive referendum approval, carried unanimously. Vice Chairman Kwiatkowski directed Hodges to place a permissive referendum legal notice to spend up to \$4,000.00 for the upgrade of the lighting to LED in the Apparatus Room west offices. The cost this project to be paid out of funds presently on deposit in the Capital Reserve Land and Building Fund.
- Motion by Mastrella, seconded by Galvin to purchase a new Sonicwall TX370w with installation from Great Lakes IT Services to replace obsolete equipment for a cost not to exceed \$1,500.00, carried unanimously.
- The Board reviewed the EAP Census list. Motion by Mastrella, seconded by Smith to approve and submit the list as written to ESI, carried unanimously.
- Motion by Mastrella, seconded by Galvin to approve the use of facilities request from David Rogge for a children's party on August 25, 2024 from 12 to 4 p.m., carried unanimously.

Egbertsville Fire District

1880 Eggert Road
Egbertsville, NY 14226-2233

Commissioners:

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New Business (continued):

- Motion by Galvin, seconded by Mastrella to approve the use Unit #7-1 to attend the Clarence Center Labor Day weekend celebration on September 7, 2024, carried unanimously.
- Vice Chairman Kwiatkowski reminded the Board that the budgeting session will be held Thursday September 5, 2024 at 5 p.m. Mastrella will arrange dinner.

Treasurer's Report:

- Motion by Galvin, seconded by Mastrella to pay the bills in the amount of \$95,555.33 as detailed on the attached breakdown, carried unanimously.
- Motion by Mastrella, seconded by Smith to authorize the Treasurer or Deputy Treasurer to transfer \$1,200.00 from the Key Bank Capital Reserve Land & Building Fund Savings Account to the M&T Bank Budget Checking Account to reimburse the Budget Checking Account for a payment to Ronald Michael Trigilio, Architect, carried unanimously.
- Motion by Galvin, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to transfer \$6,000.00 from the M&T Bank Capital Reserve Truck Fund Savings Account to the M&T Bank Budget Checking Account to reimburse the Checking Account for a payment to Emergency Vehicle Response, carried unanimously.
- Motion by Galvin, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to sell 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 coming due August 4, 2024 and to reinvest the principal and interest in a new M&T Bank Capital Reserve Truck Fund Certificate of Deposit for the best interest rate and time period available, carried unanimously.
- Motion by Mastrella, seconded by Galvin to authorize the Treasurer or Deputy Treasurer to sell an M&T Bank Capital Reserve Equipment Fund Certificate in the amount of \$300,000.00 for 12 months at 4.98% interest coming due August 4, 2024 and to transfer the principal and interest to the M&T Bank Capital Reserve Equipment Fund Savings Account, carried unanimously.
- Motion by Galvin, seconded by Mastrella to authorize the Treasurer or Deputy Treasurer to sell an M&T Bank Budget Fund Certificate of Deposit in the amount of \$200,000.00 for 30 days at 4.50% interest coming due August 11, 2024 and to transfer \$100,000.00 plus interest to the M&T Bank Budget Fund Checking Account and to reinvest the remaining \$100,000.00 in a new M&T Bank Budget Fund Certificate of Deposit for 30 days at the best available interest rate, carried unanimously.

Motion by Mastrella, seconded by Galvin to adjourn the meeting at 8:44 p.m., carried unanimously.

Supplemental:

Board approval was obtained for the following: Use of facilities request from Kiel Gentry for a children's party on August 24, 2024 from 4 to 7 p.m.; use of personnel and apparatus to attend the Erie County Fair firefighter award presentation to Past Chief Buttino on August 7, 2024 at the county fair grounds, and the Miracle League Firefighter Day in Grand Island on August 25, 2024.

Eggersville Fire District

1880 Eggert Road
Eggersville, NY 14226-2233

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Respectfully submitted,

Stephen K. Hodges Jr.
Assistant Secretary/Deputy Treasurer

Raymond F. Braun
Secretary/Treasurer