

APPROVED

**THE PITTSFORD FIRE DISTRICT
May 12, 2022**

7:30 PM - Regular Meeting

Present: Commissioners Cline, Peets, Rickett, Wallace, Willard, and Whelan
Absent: Commissioners Peets and Schenkel

Also present: Chief Payne, Administrator Ockenden, Treasurer Clouser

Commissioner Wallace called the meeting to order at 7:30 PM with a moment of silence for fallen first responders and those who serve in our armed forces around the world.

Chiefs Report

- Reported 310 calls year to date.
- The North Main Street Bridge is slated to be closed on June 1st for repairs. Staging of equipment and mutual aid responses are being considered. Access to Nazareth College may be through Golden Flyer Drive off French Road.

Administrators Report

- Spring property maintenance programs are underway. Lawn damage due to snow plowing has been addressed
- Work to update CCTV systems is ongoing, with equipment on order
- Treasurer Clouser is working with Just Solutions to implement CCTV configurations. A monitor at station 1 that developed a defect is being replaced under warranty.
- Recommended the execution of a renewal to the district EAP program.
- Recommended pressure washing work at Station 2. Many areas need cleaning due to environmental accumulation
- Problems with the older portion of the Corayvac system at station 2 have revealed that since it's in stallion in 1972, many parts may not be available. An update or replacement may be necessitated.

Commissioner Willard moved, seconded by Commissioner Whelan, that the board approve a two-year renewal the existing Employee Assistance Program at a cost of \$1,975.00 per year, and authorized the Chairman to execute the contract on behalf of the district.

The motion carried by an Aye vote of commissioners present.

Commissioner Cline moved, seconded by Commissioner Rickett, that the board approve pressure washing services at Station 2 to be performed by All Clean Power Washing at a cost of \$4,980.00.

The motion carried by an Aye vote of commissioners present.

Approval of Minutes

Following a review, Commissioner Rickett moved, seconded by Commissioner Willard, the board approved the minutes of the April 14th meeting as submitted.

The motion carried by an Aye vote of commissioners present.

Public Input

-None

Commissioner Cline Report

-Presented a proposed district policy to address the state Cannabis legislation legalizing Cannabis and the impact on fire departments and districts. Following discussion, the proposal was tabled for further study.

Commissioner Peets Report

-Not present but forwarded comments on the proposed Cannabis policy for consideration by the board.

Commissioner Rickett Report

-Engine 3823 should be back from repair by Memorial Day

-Recognized Firefighter Hyland for his work in maintaining the 1925 engine.

Commissioner Rickett moved, seconded by Commissioner Whelan, to approve Firefighter Jared Lusk as a driver for the 1925 engine

The motion carried by an Aye vote of commissioners present

Commissioner Schenkel Report

-Stantec has completed their interviews of district personnel and their study project of district facilities is moving forward

Commissioner Whelan Report

-Reported that the factory design for new Engine 383 has been finalized

-An online auction will be conducted for the sale of old Engine 383

-Requested authorization for advertising materials for old Engine 383

-Preplans for properties in the district are being considered

Commissioner Whelan moved, seconded by Commissioner Cline, to appropriate a sum not to exceed \$3,000.00 for marketing materials to advertise the sale of old Engine 383

The motion carried by an Aye vote of commissioners present

Commissioner Willard Report

-Penflex has adjusted 2022 LOSAP payments to account for years of service

-Representatives of Exeter and Manning and Napier will attend the June board meeting.

Commissioner Wallace Report

-Reported that updates to the CCTV systems at both stations are being conducted.

Communications

-A notification from the Pittsford Fire Department of the resignation of Firefighter John Ragus

Unfinished Business

-None

New Business

-None

Treasurers Report

-The Treasurer submitted a monthly financial report and a listing of audited invoices for payment.

-Year to date expenditures are in line with the 2022 district budget

-The fire district accounting software will transition from Quickbooks Desktop to Quickbooks Online. The producers of the software are encouraging the migration and will eventually stop supporting the Desktop version

Commissioner Willard moved, seconded by Commissioner Cline, to approve the Treasurers report for April 2022 as submitted.

The motion carried by an Aye vote of commissioners present

Commissioner Rickett moved, seconded by Commissioner Cline, to approve the payment of the audited invoices as submitted.

The motion carried by an Aye vote of commissioners present

Adjournment

Having no further business to discuss, Commissioner Willard moved, seconded by Commissioner Cline, to adjourn the meeting.

The motion carried by an Aye vote of commissioners present and the meeting was adjourned at 8:50 p.m.

Respectfully submitted,
Edwin R. Jeffries, Secretary