

**ROOSEVELT FIRE DISTRICT  
BOARD MEETING  
February 11, 2015**

Meeting was called to order at 8:18 P.M. by Chairman, Garland Moore

Pledge to Flag by Commissioner Wayne Nelson followed by a moment of silence for departed members.

**Roll Call:** Commissioners Williams, Nelson and Commissioner Moore were present. Commissioners Tyler and Commissioner Bowdwin were excused. Also present was, District Clerk Dena Alexander, Secretary Clara Eromosele, Treasurer John Whitchett, Deputy Treasurer Trina Sutherland and Attorney Lance D. Clarke for Cooke and Clarke.

**MINUTES:** Regular meeting January 14<sup>th</sup> and the Re-organization meeting also of January 14, 2015 were presented - Correction page 4 of the re-organization meeting s/b January 14, 2015 Commissioner Nelson made a motion to approve . Commissioner Williams seconded the motion, 3 ayes.

**TREASURERS' REPORT:** January 2014 Report - Commissioner Nelson made a motion to approve the report. Commissioner Williams seconded the motion, 3 ayes.

**COMMISSIONERS REPORTS:**

**Commissioner Williams** - The Narcan is on back order but commissioner Williams called and it will arrive shortly. Emergency Company needs a lock box for unit 736. Commissioner Williams also indicated that maintenance staff must be better prepared for storms with salt and sand. In addition the floor in the Emergency Company's recreation room needs repair.

**Commissioner Nelson** - The Fire prevention grant is in process. We are in the process of purchasing the smoke detectors. The generator project is complete at Hose #3 final closeout and sign out is in process. Air Deb completed all their work at Headquarters and at Hose #3. Units 732,734, 736, 738, 7310, 7361 and Unit 735 all received P&M and inspection. Unit 735 also received a ladder test today. LightPath has completed the work on transitioning the communication services. The Roof scan was completed at Headquarters. Repair will be set for spring. The District needs to purchase two high band radios for 735 and 7361 and also 12 Minitor 5 pagers for new personnel. Commissioner Nelson submitted a quote on State bid from Mayday Communications. The new phone vendor has scheduled a walk through for Monday February 16, 2015 at 10:00 AM. A new lock box was purchased for Headquarters and Hose #3. We need to revisit the installation of the tablets not working properly. Commissioner Nelson also stated we need to discuss productivity of personnel.

**Commissioner Bowdwin** - Submitted a written report in his absence

**Commissioner Moore** - Spoke to Commissioner Tyler; Commissioner Moore stated that he mentioned the bay doors would be repaired in the spring. The new jackets will be ordered after discussion with the Treasurer. The new flags were ordered.

**The meeting was temporarily held over until the Bid opening for the lighting.**

**ATTORNEY REPORT** - Attorney Clarke indicated that the bid opening was held tonight at 8:30 PM the results was held over for review. The bid will be reviewed by NYSERDA. He submitted to the Commissioners a draft of the District Secretary's contract for approval.

**CHIEFS' REPORTS- Chief Fennell, was present, and 2<sup>nd</sup> Asst. Chief Wint.**

Chief Wint submitted his report for all LOSAP and calls for January 2015

Chief Fennell submitted his report. Chief Fennell requested copy of letters that went out last month. The Secretary thanked the Chiefs' office for submitting a timely LOSAP report for 2014.

**OLD BUSINESS -**

- Electronic equipment for Chiefs and ambulance (**Need accurate pricing**)
- Bid for NYSERDA suggested installations- (**Bid opening held at 8:30PM Hold for review**)
- Roof Repair at Headquarters( **hold over for Spring 2015**)
- RFP for Architectural Services & Schedule for Hose #1 and commissioners' offices- Commissioner Tyler made a motion to hire Elite Construction to prepare a request for qualifications for Architectural services. Commissioner Bowdwin seconded the motion, 5ayes
- **A+ Security Cameras upgrade - (Tabled waiting for quote)**
- Permanent Shed purchases for Headquarters and Hose #3 (**hold over for review of sizes cost and permit if necessary**)
- Boy Scouts of American Treasurer has question concerning payment. **We need to know what the cost is and where to send payment.**

**NEW BUSINESS -**

- Purchase of High Band Radios for 7361 and 735- Commissioner Nelson made a motion to approve the purchase of high band radios for 7361 and 735 dollar amount not to exceed \$1,000.00, and to table the purchase of the Minator V Pagers. Commissioner Williams seconded the motion, 3 ayes.

**ITEM NO. 1: PAYMENT OF CLAIMS - 2015-051 through 2015 - 132**

Motion made by Commissioner Nelson to approve payment of claims. Commissioner Williams seconded the motion, 3 ayes.

**ITEM NO. 2: PERSONNEL ISSUES:** Were reviewed in Executive Session

**ITEM NO. 3 FACILITY RENTAL REQUESTS -** See Executive Session notes.

At 9:08 PM Commissioner Nelson made a motion to go into executive session to discuss legal issues to be presented by Counsel and personnel items. Commissioner Williams seconded the motion, 3 ayes.

At 10:58 PM Commissioner Nelson made a motion to reconvene. Commissioner Williams seconded the motion, 3 ayes.

**ITEMS DISCUSSED IN EXECUTIVE SESSION:**

1. The Chiefs request to purchase the materials for the Department installation – Commissioner Nelson made a motion to purchase 250 pieces. Commissioner Williams seconded the motion 3 ayes.
2. Commissioner Nelson made a motion to approve Jeffrey Johnson as first lieutenant for Hose and Engine Company #1. Commissioner Williams seconded the motion, 3 ayes
3. Commissioner Nelson made a motion to deny the facility request from Firefighter Brandon Lue-Hing. Commissioner Williams seconded the motion 3 ayes. .
4. Commissioner Nelson made a motion to deny the request of Ex-Captain Juanita Oliver to use the meeting room for a repast for a member of her church on Friday February 13, 2015 from 3-7PM. Commissioner Williams seconded the motion, 3 ayes.
5. Commissioner Nelson made a motion to table the purchase of the storage containers for further review. Commissioner Williams seconded the motion, 3 ayes.

At 11:03 PM Commissioner Nelson made a motion to adjourn the meeting. Commissioner Williams seconded the motion, 3 ayes.