

**ROOSEVELT FIRE DISTRICT
BOARD MEETING
December 09, 2015**

Meeting was called to order at 8:11 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 Nelson, Williams, Bowdwin, and Commissioner Moore were present; Also present was, District Secretary Clara Eromosele, Deputy Treasurer Sutherland, and Treasurer John Whitchett. Attorney Lance D. Clarke for Cooke and Clarke, was also present. Commissioner Tyler was excused due his travel schedule.

MINUTES: **Regular meeting November 12, 2015** –Commissioner Nelson made a motion to approve the report. Commissioner Bowdwin seconded the motion, 4 ayes.

TREASURERS' REPORT: **November 2015 Report** –Commissioner Bowdwin made a motion to approve the report. Commissioner Nelson seconded the motion, 4 ayes.

Treasurer would like to move funds to Capital Reserve fund. He is waiting to pay for \$38,674.00 for the new vehicle; an outstanding bill for \$49,000 for A+, A+ bills for Headquarters \$11,702.53 and Hose #3 in the amount of \$1,392.56. He would like to move \$250,000 to Capital Reserve account. Commissioner Nelson made a motion to approve the move of \$250,000 to the Capital Reserve Account. Commissioner Williams seconded the motion, 4 ayes.

COMMISSIONERS REPORTS:

Commissioner Bowdwin: Reviewed the architectural drawings from the last meeting for the Park Avenue building and the renovations to Headquarters. He submitted comments and changes to the Secretary to forward to Angelo Corva's office.

Commissioner Williams: The explorers are going well. We just signed the new agreement for 2016. She also submitted a request to purchase CO reader for 7361 in case they responded to a call for Carbon issues.

Commissioner Nelson – Submitted a written report see attached

Commissioner Moore – Stated money is going to be tight starting in January as we move forward with the District projects. The Board is requesting wish lists be developed by companies during the year, that way by the time August comes for the District Budget all of the company requests will be in . If items that are not on the Budget will not be addressed during the year. Company members will also only take one training trip either EMS or Fire not both trips.

Commissioner Tyler- We have four quotes for cleaning of the building. V. Ortiz should be returning in January or February. The Hose we ordered should be in by January. Working with Vinny on relocating the cascade system inside to downstairs. He also stated that the Commissioners should plan a date for staff evaluations.

ATTORNEY REPORT – Attorney Clarke reported that all documents for the election has been

submitted to the Town of Hempstead by certified mail signed and witnessed by Commissioner Nelson. Congratulations to Commissioner Williams on her re-election. The architect's contract has been completed, we have had two meetings. There is still an outstanding issue of the issue of the Construction Manager which needs to be resolved. The impact may result in the revision of the Architects contract. The Architect will assist with the RFP. All other items will be for executive session.

FSG contract has been signed and a copy to be sent to Attorney's office. PSEG inspection is the next step.

CHIEFS' REPORTS- Chief Fennell, and Chief Wint were in attendance. Chief Riddick excused due to his work schedule. The Chiefs thanked the Board for their assistance during 2015.

Chief Wint submitted the LOSAP report via email. Chief Fennell- Submitted the Chiefs Agenda with requests and personnel matters

OLD BUSINESS -

- District Elections- (Results of Election)
 - Commissioner Williams was re-elected and ran unopposed.
- Heart Scan proposal
 - Scheduled for 12-19-2015 signup sheet is with Chief's office we have 9 people registered.
- Review of policies and procedures for 2016 re-organization meeting
 - Workplace Violence and new purchase polices submitted for review via e-mail

NEW BUSINESS -

- Hose #1 / Headquarters Project
 - RFP For Construction Manager
 - Angelo Corva's office will assist with the RFP
 - Acquisition of additional property
 - Market Value listed at \$200,400. Board to follow up on offer. Architect to include in drawings
 - Timeline for referendum and community meetings
 - To be determined- Meeting scheduled with Angelo Corva to address staff office layout and the parking issues with Park Avenue and acquisition of adjoining property North of Firehouse building.
- Direct Cleaning Proposal
 - Motion to table until such time as a background is done and the RFQ to be re-sent to responders along with detailed specifications
- Selection of Date for 2017 Installation
 - March 25, 2017 at Jericho Terrace. Commissioner Nelson made a motion to approve the date and pay a \$500.00 deposit and sign contract. Commissioner Williams seconded the motion, 4 ayes.
- New Truck order approval- Commissioner Bowdwin made a motion to approve the change order from Ferrara in the amount of \$6,152.00. Commissioner Nelson seconded the motion, 4 ayes.
- Elite Towers request to lease for Antenna Tower- More information is requested by the Board

ITEM NO. 1: PAYMENT OF CLAIMS - 2015- 873 through 2015-945 Motion made by Commissioner Bowdwin to approve payment of claims. Commissioner Williams seconded the motion, 4 ayes.

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

At 8:44 PM Commissioner Nelson made a motion to go into executive session to discuss personnel and legal items. Commissioner Nelson seconded the motion, 4 ayes.

At 9:42 PM Commissioner Nelson made a motion to reconvene. Commissioner Bowdwin seconded the motion, 4 ayes.

ITEM NO. 3 FACILITY RENTAL REQUESTS- Reatha McGee Request to use meeting room beginning in March 2016 for Teens Program. Commissioner Nelson made a motion to deny the request. Commissioner Bowdwin seconded the motion, 4 ayes.

ITEM NO. 4 UPCOMMING TRAINING TRIPS FOR APPROVAL - Annual Apparatus Specification and Fire District Safety Officers Symposium; Scottsdale Arizona January 18, 2016 to January 22, 2016

ITEMS DISCUSSED IN EXECUTIVE SESSION:

1. Commissioner Nelson made a motion to purchase new table clothes for the tables in the Headquarters meeting room. Commissioner Williams seconded the motion, 4 ayes.
2. Emergency Company's request to purchase 4 CO readers for 7361 at \$129.00 each. Commissioner Nelson made a motion to approve the purchase. Commissioner Bowdwin seconded the motion.
3. Commissioner Nelson made a motion to approve the Chief's request to have Gilbert Faulkner re-assigned as a Chauffeur. Commissioner Williams seconded the motion, 4 ayes.
4. Quote from All Service Controls to program the console for North Bellmore to provide Backup dispatch service for our District in the amount of \$700.00 Commissioner Nelson made a motion to approve. Commissioner Nelson seconded the motion, 4 ayes.

ADJOURNMENT

At 9:47 PM Commissioner Williams made a motion to adjourn the meeting. Commissioner Nelson seconded the motion, 4 ayes.