

**ROOSEVELT FIRE
DISTRICT BOARD
MEETING
June 08, 2016**

Meeting was called to order at 8:15 P.M. by Commissioner Garland Moore

Pledge to Flag led by Commissioner Tracey Bowdwin followed by a moment of silent prayer for departed members.

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

MINUTES: Regular meeting May 11, 2016 -Commissioner Tyler made a motion to approve the report. Commissioner Bowdwin seconded the motion, 4 ayes.

TREASURERS' REPORT:

Revised April 2016 Report- Commissioner Tyler made a motion to approve the report. Commissioner Nelson seconded the motion, 4 ayes

May 2016 Report -Treasurer John Whitchett reported that the 1st half taxes shortage of \$37,882.37 was received and deposited. Commissioner Tyler made a motion to approve the report. Commissioner Nelson seconded the motion, 4 ayes

COMMISSIONERS REPORTS:

Commissioner Bowdwin: The Computer Tablets in the Chiefs' car is being addressed. It seems to be a connectivity issue. Speaking with Alpine software concerning the problem should be solved tomorrow. Commissioner Bowdwin will call to follow up.

Commissioner Nelson - Submitted a written report see attached.

Commissioner Tyler - Chemicals placed on the lawns. In the process of having the couches services. We are in the process of replacing light bulbs that were out. Turn out gear in process of cleaning all gear. The exterminator came in to spray for the little red bugs at Headquarters and Hose & Engine Co. #3. Rotor Rooter came to check out the sinks, members wanted a slop sink. Rooter made suggestions what is the best way to replace sinks.

Commissioner Williams: No report.

Commissioner Moore: New members coming in to the department get a back ground check. There seems to be some confusion regarding background checks in general and when we can and cannot let members in. All Districts across NYS have their own rules regarding what is allowed. NYS does a check for Arson conviction are not allowed to come into the District. However The Board of Fire Commissioners have the right to review other issues and make a determination based on those issues. The lists from the

Sheriff's office and the Fire Marshal's office should be included with the member application presented to the Commissioners for review.

ATTORNEY REPORT – Will check on the renewal of the Lexis Nexis contract and will also review Westlaw before renewal to see what is offered and whether they can provide a better offer. Counsel Clarke also provided an invitee policy. The District Secretary indicated that the invitee policy may not address the issue of the members using the recreation rooms and having outside guests when alcoholic beverages are being served. The Board of Fire Commissioners should be informed and the insurance carrier must be notified of the event.

CHIEFS' REPORTS- Chief Fennell was excused. Chief Wint submitted the LOSAP report via email. Chief Riddick- Submitted the Chiefs Agenda with requests and personnel matters. Commissioners Moore thanked the Chiefs for their work.

OLD BUSINESS -

- **Hose #1 / Headquarters Project**
 - Update (Meeting 7:00PM tonight)
 - Update on acquisition of additional property
- **Headquarters and Hose #3 Lighting Retrofit Project**
 - Update PSEG Inspection conducted
- **Ratify TRANE Contract** – The contract is amended to \$43,406.00
Commissioner Nelson made a motion to approve, Commissioner Bowdwin seconded the motion, 4 ayes.
- **South Shore Fire & Safety \$3, 248.00**

NEW BUSINESS -

- RFD Invitee Policy- Commissioner Bowdwin made a motion to approve. Commissioner Nelson second the motion, 4 ayes.
- Notification of Insurance Carrier re: Serving of Alcohol to outside guests. The board of Fire Commissioners is requesting that the Chiefs provide to the board prior notice on all functions where outside guests are being served alcoholic beverages so that our insurance carrier can be notified of the event, and TIPS certified personnel are present.
- Insurance Carrier request for information regarding Park Ave Building
- Amendment to Chiefs' Qualifications- Commissioner Bowdwin made a motion to approve. Commissioner Nelson seconded the motion, 4 ayes.
- CDW-G Sales Quotation GSA Contract #GS-35F-4342D \$3,088.92

ITEM NO. 1: PAYMENT OF CLAIMS - 2016- 418 through 2016-499 Motion made by Commissioner Bowdwin to approve payment of claims. Commissioner Nelson seconded the motion, 4 ayes.

ITEM NO. 2: PERSONNEL ISSUES: Reviewed in Executive Session

Commissioner Tyler made a motion to approve the resolution establishing standard hours and review of Record of Activities for NYSLRS. Commissioner Nelson seconded the motion, 4 ayes.

At 9:08 PM Commissioner Nelson made a motion to go into executive session to discuss personnel and legal items. Commissioner Tyler seconded the motion, 4 ayes.

At 9:38 PM Commissioner Nelson made a motion to reconvene. Commissioner Bowdwin seconded the motion, 4 ayes.

ITEM NO. 3 FACILITY RENTAL REQUESTS-

- Request by Roosevelt Community Farmers Market Youth Staff training June 27, 2016 and June 28, 2016 8:30 Am to 4:00 PM Legislator Kevan Abrahams to use Department Grill for June 11, 2016 sent to Chiefs office for approval.

ITEM NO. 4 UPCOMMING TRAINING TRIPS FOR APPROVAL -

- **Final Inspection 733 New Orleans:** June 23, 2016 to June 26, 2016.
 - Garland Moore, Derrick Fennel, Hector Tyler Jr. and Abner Vasquez.

Commissioner Tyler made a motion to approve the trip. Commissioner Bowdwin seconded the motion, 4 ayes.

ITEMS DISCUSSED IN EXECUTIVE SESSION:

1. Commissioner Bowdwin made a motion to approve the 7th Battalion Chiefs meeting at headquarters on June 17th. Commissioner Tyler seconded the motion, 4 ayes.
2. Chief Riddick request for payment of the Memorial Day apparatus inspection May 22nd, 2016. Commissioner Tyler made a motion to approve the payment subject to Department Audit results being provided to the District Treasurer. Commissioner Nelson seconded the motion, 4 ayes.
3. Chief Riddick presented a letter of request for life membership from Ex-Chief Garland Moore. Commissioner Tyler made a motion to approve. Commissioner Bowdwin seconded the motion, Commissioner Moore abstained, 3 ayes
4. Chief Riddick submitted request to remove Dominique Riddick from the probationary list and added as a full Firefighter in the Department. Commissioner Tyler made a motion to approve. Commissioner Bowdwin seconded the motion, 4 ayes.
5. Chief Riddick submitted request to add FP Member John Boyd to the Chauffeurs list for Fire Police vehicles. Also to remove him from the probationary list. Commissioner Tyler

made a motion to approve. Commissioner Nelson seconded the motion, 4 ayes.

6. Chief Riddick presented a letter of resignation from probationary firefighter Ashley Jackson. Commissioner Tyler made a motion to approve. Commissioner Nelson seconded the motion, Commissioner Moore abstained, 4 ayes
7. Commissioner Nelson made a motion to waive fee the rental fee \$500.00 for the Sanitation District #2 use of the headquarters on Thursday July 28th, 2016, for their annual election. Commissioner Tyler seconded the motion, 4 ayes.

ADJOURNMENT

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