

**ROOSEVELT FIRE  
DISTRICT BOARD  
MEETING  
September 14, 2016**

Meeting was called to order at 8:17 P.M. by Commissioner Garland Moore

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

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

**MINUTES: Regular meeting August 10, 2016** –Commissioner Nelson made a motion to approve the report. Commissioner Williams seconded the motion, 5 ayes.

**TREASURERS' REPORT:**

**August 2016 Report-** Commissioner Bowdwin made a motion to approve the report. Commissioner Nelson seconded the motion, 5 ayes

**COMMISSIONERS REPORTS:**

**Commissioner Williams:** The door opener for the ambulance 736 does not work. It has been reported to the Chief's office we need to take care of it as soon as possible. Commissioner Tyler will address the issue tomorrow.

**Commissioner Tyler:** The vehicle some hose ordered for 733 has been delayed. We are in the process getting some items for this week's wet down, gear cleaning in process there is an issue with flooding in the first floor men's bathroom. The flush element will have to be replaced. Will install a remote to flush units.

**Commissioner Nelson - (See attached report)** There are vehicle reports in the Chiefs report. What needs to happen is the reports must be submitted to the Chiefs by the company officers within 24 hours (as per by Laws), and then as good practice the Chief should submit to the District Administration within 48 hours of the incident. The insurance requires these reports be submitted to them in a timely fashion. It would assist in getting the trucks repaired expeditiously. We will be completing a second gear cleaning. It was done prior to Department operations and some are very soiled. After Chiefs conduct a gear inspection we will send some out for cleaning. The elections are coming up Chief should review the qualifications please do not send any members who do not meet qualifications to the Board.

**Commissioner Bowdwin:** The Chiefs are still having problems with the Vehicle computers which seem to be related to computers in the District. Once those are fixed they should be ok.

**Commissioner Moore:** This is Commissioner Moore's last meeting for the next seven months. He is leaving on Military Duty. He submitted his orders to the District

Secretary.

**ATTORNEY REPORT** – The majority of his report referred to the construction project, contract negotiations and prospective negotiations, which will be reviewed in executive session.

**CHIEFS' REPORTS-** Chief Wint and Chief Fennell were excused. Chief Riddick was in attendance. Chief Wint submitted the LOSAP report via email. Chief Riddick also submitted the Chiefs Report. Commissioner Tyler indicated that the Chaplain will not be available until 1:00 PM for the Wet Down. The official Ceremony should be started after that time. Commissioner Moore inquired as to what equipment was chief referring to?

### **OLD BUSINESS -**

- **Hose #1 / Headquarters Project**
  - Update on acquisition of additional property
  - Michael Mullahey Appraisal Report
    - Commissioner Bowdwin made a motion to authorize District Counsel to stand on the original offer made to the owners of 59 Park Avenue, Roosevelt. The Board's offer was \$250,000 with \$5,000 down at contract. The anticipated closing date will be in April 2017. Property must be delivered vacant broom clean. Owner must also agree to cooperate with access and the architect's zoning application and approvals. Commissioner Nelson seconded the motion, 5 ayes.
- **Headquarters and Hose #3 Lighting Retrofit Project**
  - FSG (Facilitates Solution Group status) Project still held up by PSEG report. PSEG submitted pre-approval. District Secretary contacted PSEG for clarification on dollar amount of approval. Waiting for response.

### **NEW BUSINESS -**

- **2017 Budget Preparation**
  - **2017 Budget hearing October 18, 2016**

Commissioner Tyler made a motion to set the date of the Budget hearing for October 18, 2016 at 7:00PM. Seconded by Commissioner Nelson, 5 ayes.
  - Commissioner Bowdwin made a motion to hold The District October Board meeting the same day, October 18, 2016 at 8:00 PM due to the AFDNY conference. Commissioner Nelson seconded the motion, 5 ayes.
  - Commissioner Tyler made a motion to accept the proposed budget for 2017 as presented by the Treasurer with adjustments. Commissioner Nelson seconded the motion, 5 ayes.
- **Quote to Upgrade Servers, Installation of new HUBS and computers**

- Server upgrade \$2,125.00
- New CAT5e computer data cables \$1,875.00
- Equipment Purchase \$8,934.24
  - Commissioner Nelson made a motion to approve the purchase of the equipment subject to receipt of the OGS State Contract number. Commissioner Bowdwin seconded the motion, 5 ayes.
- **New Service Agreement Metropolitan Data Solutions**
  - 9-01-16 to 8-31-17 \$1,500.00; Commissioner Nelson made a motion to approve the renewal of the service agreement. Commissioner Tyler seconded the motion, 5 ayes.

**ITEM NO. 1: PAYMENT OF CLAIMS - 2016-656 through 2016-745** Motion made by Commissioner Tyler to approve payment of claims. Commissioner Nelson seconded the motion, 5 ayes.

**ITEM NO. 2: PERSONNEL ISSUES:**

At 8:43 PM Commissioner Tyler made a motion to go into executive session to discuss personnel and legal items. Commissioner Williams seconded the motion, 5 ayes.

At 10:13 PM Commissioner Tyler made a motion to reconvene. Commissioner Bowdwin seconded the motion, 5 ayes.

**ITEM NO. 3 FACILITY REQUESTS-**

- Choice for All Voter Registration workshops and Candidates night, October 13, 2016 and October 26, 2016; Commissioner Tyler made a motion to approve the facility requests. Commissioner Bowdwin seconded the motion
- Commissioner Williams made a motion to approve the facility request from the Chamber and the American Legion for the Repass on the 15th September 2016 for Brigadier General Jones. Commissioner Bowdwin seconded the motion, 5 ayes.

**ITEM NO. 4 UPCOMMING TRAINING TRIPS FOR APPROVAL - NONE**

**ITEMS DISCUSSED IN EXECUTIVE SESSION:**

1. Commissioner Moore stated that after discussion regarding the Chief's request for equipment, The Chiefs will not have access to the equipment room however, Commissioner Tyler will provide a number of Hoods, Gloves and straps to the Chiefs. The Chiefs must maintain a log and distribution list of all equipment. This should be reported each month in the Chiefs report.
2. Commissioner Nelson made a motion to be reinstated to the Chauffeurs list. In addition the Board has placed FF Fisher on a six month probation. Commissioner Williams seconded the motion, 5 ayes.
3. Chief Riddick request to purchase the entertainment, Food and refreshments for the Wet Down on September 18, 2016, not to exceed \$2,300.00. Commissioner Nelson made the motion and Commissioner Bowdwin

- seconded the motion, 5 ayes
4. Notification that Department Physicals will be held on October 08, 2016.
  5. Commissioner Bowdwin made a motion to purchase a Flat Screen TV for the Fire Police Rec Room. And to investigate the phone line. Commissioner Tyler seconded the motion, 5 ayes.

**ADJOURNMENT**

At 10:27 PM Commissioner Bowdwin made a motion to adjourn the meeting. Commissioner Williams seconded the motion, 5 ayes