

Pursuant to call, a Regular Meeting of the Henrietta Fire District, County of Monroe, State of New York, was duly held at the Henrietta Fire District #4 at 850 Bailey Road, W. Henrietta, NY on November 21, 2017 at 5:30 P.M.

MEMBERS PRESENT:

Chairman, F. Joseph Martin, Jr.
Commissioner, William R. Gilchrist
Commissioner, William Heist
Commissioner, Philip H. Mancini
Commissioner, Terry Ovenshire
Sec. /Treasurer, Barbara A. Schaeffer
PT Treasurer, Samantha Robinson
Counsel, Louise R. Beale

MEMBERS ABSENT:

RESOLUTION NO. 192, 2017

On motion of Commissioner Mancini, seconded by Commissioner Gilchrist, resolved to reject bid for 8-Thermal Imaging Cameras received from First Out due to no bond check included with the bid.

Duly put to vote as follows:

Commissioner Ovenshire Aye
Commissioner Heist Aye
Commissioner Martin Aye
Commissioner Gilchrist Aye
Commissioner Mancini Aye

CARRIED

RESOLUTION NO. 193, 2017

On motion of Commissioner Mancini, seconded by Commissioner Gilchrist, resolved to go out to bid for 8-Thermal Imaging Cameras and publish legal notice. Bids to be opened at the January 9, 2018 Board Meeting.

Duly put to vote as follows:

Commissioner Mancini Aye
Commissioner Gilchrist Aye
Commissioner Martin Aye
Commissioner Heist Aye
Commissioner Ovenshire Aye

CARRIED

RESOLUTION NO. 194, 2017

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved to accept the highest bid to purchase #696 from Patrick Berry in the amount of \$3,405. One additional bid was received from Liam Erickson for \$3,334.

Duly put to vote as follows:

Commissioner Ovenshire Aye
Commissioner Heist Aye
Commissioner Martin Aye
Commissioner Gilchrist Aye
Commissioner Mancini Aye

CARRIED

RESOLUTION NO. 195, 2017

On motion of Commissioner Ovenshire, seconded by Commissioner Gilchrist, resolved to approve the minutes from the October 17, 2017 Meeting.

Duly put to vote as follows:

Commissioner Mancini Aye
Commissioner Gilchrist Aye
Commissioner Martin Aye
Commissioner Heist Aye
Commissioner Ovenshire Aye

CARRIED

RESOLUTION NO. 196, 2017

On motion of Commissioner Mancini, seconded by Commissioner Gilchrist, resolved to approve the payment of bills by purchase order or by voucher for the general fund - check numbers 33434-33498 in the amount of \$1,289,316.88 and the capital fund – check numbers 10133-10140 in the amount of \$92,195.56, if it should have been certified to be true and correct in a statement by or on behalf of the claimant upon a form approved by the Board of Fire Commissioners.

Duly put to vote as follows:

Commissioner Ovenshire	Aye	
Commissioner Heist	Aye	
Commissioner Martin	Aye	
Commissioner Gilchrist	Aye	
Commissioner Mancini	Aye	CARRIED

RESOLUTION NO. 197, 2017

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved to accept the Station 5 2017-2018 snowplowing service: Barker Farms: snow \$90 per trip, salting \$75 per trip with dump truck service available at \$65 per hour and loader service by request \$125 per hr.

Duly put to vote as follows:

Commissioner Ovenshire	Aye	
Commissioner Heist	Aye	
Commissioner Martin	Aye	
Commissioner Gilchrist	Aye	
Commissioner Mancini	Aye	CARRIED

RESOLUTION NO. 198, 2017

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved to accept the Station 6 2017-2018 snowplowing service: CJ's Lawncare: snow \$125 per trip, salting \$125 per trip with dump truck service available at \$110 per hour and loader service by request \$125 per hr.

Duly put to vote as follows:

Commissioner Mancini	Aye	
Commissioner Gilchrist	Aye	
Commissioner Martin	Aye	
Commissioner Heist	Aye	
Commissioner Ovenshire	Aye	CARRIED

RESOLUTION NO. 199, 2017

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved to accept the Station 4 2017-2018 snowplowing service (as needed): Barker Farms: snow \$130 per trip, salting \$115 per trip with loader service by request \$125 per hr.

Duly put to vote as follows:

Commissioner Ovenshire	Aye	
Commissioner Heist	Aye	
Commissioner Martin	Aye	
Commissioner Gilchrist	Aye	
Commissioner Mancini	Aye	CARRIED

RESOLUTION NO. 200, 2017

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved to rescind:

Resolution #185, 2017- "On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to approve the quote from Alliance Door, in the amount of \$7,176, for the repair to Station 4 bay door #3 that was damaged" as the quote from Alliance Door did not meet prevailing wage requirements.

Duly put to vote as follows:

Commissioner Mancini	Aye	
----------------------	-----	--

Commissioner Gilchrist	Aye	
Commissioner Martin	Aye	
Commissioner Heist	Aye	
Commissioner Ovenshire	Aye	CARRIED

RESOLUTION NO. 201, 2017

On motion of Commissioner Gilchrist, seconded by Commissioner Ovenshire, resolved to approve the quote from Alliance Door, in the amount of \$7,820 with prevailing wage, for the repair to Station 4 bay door #3 that was damaged.

Duly put to vote as follows:

Commissioner Ovenshire	Aye	
Commissioner Heist	Aye	
Commissioner Martin	Aye	
Commissioner Gilchrist	Aye	
Commissioner Mancini	Aye	CARRIED

RESOLUTION NO. 202, 2017

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to approve the quote from Alliance Door to furnish and install 2 operators on remaining 2 door openers in the amount of \$5,638 with prevailing wage.

Duly put to vote as follows:

Commissioner Mancini	Aye	
Commissioner Gilchrist	Aye	
Commissioner Martin	Aye	
Commissioner Heist	Aye	
Commissioner Ovenshire	Aye	CARRIED

RESOLUTION NO. 203, 2017

On motion of Commissioner Ovenshire, seconded by Commissioner Mancini, resolved to accept the quote from APEX Window Films to apply night vision to 5 upper panes at Station 5 garage at a cost not to exceed \$1,250. Expense to be paid by capital project account.

Duly put to vote as follows:

Commissioner Ovenshire	Aye	
Commissioner Heist	Aye	
Commissioner Martin	Aye	
Commissioner Gilchrist	Aye	
Commissioner Mancini	Aye	CARRIED

RESOLUTION NO. 204, 2017

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to accept the quote from Flex Epoxy Flooring to resurface the Station 5 3,584 sq. ft. truck bay floor with Single Broadcast to help eliminate slick surface. The cost, not to exceed \$13,680, will be paid by the capital project account.

Duly put to vote as follows:

Commissioner Mancini	Aye	
Commissioner Gilchrist	Aye	
Commissioner Martin	Aye	
Commissioner Heist	Aye	
Commissioner Ovenshire	Aye	CARRIED

Lieutenant Joseph Backer was sworn in by Chief Strzyzynski.

RESOLUTION NO. 205, 2017

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved that the change order submitted by Javen Construction Company, Inc., for the cost of temporary heat for Station 5 in the amount of \$15,309.59 is rejected and the payment of the sum of \$1,466.56 for such cost is approved based upon review of the contract specifications and pertinent information from the project architect.

Duly put to vote as follows:

Commissioner Ovenshire	Aye	
Commissioner Heist	Aye	
Commissioner Martin	Aye	
Commissioner Gilchrist	Aye	
Commissioner Mancini	Aye	CARRIED

RESOLUTION NO. 206, 2017

On motion of Commissioner Heist, seconded by Commissioner Ovenshire, resolved to approve the quote from West Fire Systems, Inc., to reprogram fire panels at Station 5 & 6 to their central station for a one-time fee of \$125 and monthly monitoring fee of \$18 (per location) billed annually. Sonitrol also provided a quote of \$895 per station one-time fee plus \$30 per month monitoring.

Duly put to vote as follows:

Commissioner Mancini	Aye	
Commissioner Gilchrist	Aye	
Commissioner Martin	Aye	
Commissioner Heist	Aye	
Commissioner Ovenshire	Aye	CARRIED

RESOLUTION NO. 207, 2017

On motion of Commissioner Mancini, seconded by Commissioner Gilchrist, resolved to approve the budget transfers as follows:

Transfer \$30,000 from Fire & Police Retirement #9015800 to Building Repair – Station 4 #3410412
Transfer \$20,000 from Fire & Police Retirement #9015800 to Building Repair – Station 6 #3410414
Transfer \$3,000 from Fire & Police Retirement #9015800 to Convention Travel #3410431
Transfer \$1,000 from Fire & Police Retirement #9015800 to Misc. Exp. – Subscriptions #3410441
Transfer \$2,000 from Fire & Police Retirement #9015800 to Pre-Employment Expense #3410449

Duly put to vote as follows:

Commissioner Mancini	Aye	
Commissioner Gilchrist	Aye	
Commissioner Martin	Aye	
Commissioner Heist	Aye	
Commissioner Ovenshire	Aye	CARRIED

RESOLUTION NO. 208, 2017

On motion of Commissioner Heist, seconded by Commissioner Martin, resolved to accept EFPR Group, CPAs PLLC proposal for audit in accordance with SAS 62 and related services for years ending December 31, 2017 through December 31, 2021. Joseph Kehm will serve as the engagement partner and Maura Sprague will serve as the engagement manager. The audit of Regulatory Basis Financial Statement fee will be \$7,400 (all inclusive) per year 2017-2021.

Duly put to vote as follows:

Commissioner Ovenshire	Aye	
Commissioner Heist	Aye	
Commissioner Martin	Aye	
Commissioner Gilchrist	Aye	
Commissioner Mancini	Nay	CARRIED

RESOLUTION NO. 209, 2017

On motion of Commissioner Heist, seconded by Commissioner Gilchrist, resolved to approve the request from FF Strassner for tuition reimbursement, as specified by the IAFF Local 3738 Contract, to earn his Master's Degree. The

program name is the Master of Science in Leadership with an emphasis in disaster preparedness and executive fire leadership.

Duly put to vote as follows:

Commissioner Ovenshire	Aye	
Commissioner Heist	Aye	
Commissioner Martin	Aye	
Commissioner Gilchrist	Aye	
Commissioner Mancini	Aye	CARRIED

RESOLUTION NO. 210, 2017

On motion of Commissioner Gilchrist, seconded by Commissioner Ovenshire, resolved to accept the Henrietta Company #1- 'Ol Henries – fund raising request to hold a Super Bowl Square fundraiser, J. Pfluke to chair.

Duly put to vote as follows:

Commissioner Mancini	Aye	
Commissioner Gilchrist	Aye	
Commissioner Martin	Aye	
Commissioner Heist	Aye	
Commissioner Ovenshire	Aye	CARRIED

Commissioner Gilchrist left the meeting.

RESOLUTION NO. 211, 2017

On motion of Commissioner Heist, seconded by Commissioner Ovenshire, resolved to accept the quote from E-Schedule located in Fairport NY, to provide scheduling software in an effort to streamline and modernize the district's scheduling and related data tracking needs. The cost for 50 users will be \$2,160 per year plus training with a set-up fee of \$180. An additional \$1,000 is approved for software customization. The total first year cost of \$3,340 is approved for a 1-year trial period.

Duly put to vote as follows:

Commissioner Ovenshire	Aye	
Commissioner Heist	Aye	
Commissioner Martin	Aye	
Commissioner Mancini	Aye	CARRIED

RESOLUTION NO. 212, 2017

On motion of Commissioner Mancini, seconded by Commissioner Ovenshire, resolved to approve the following recruits; pending successful completion of physical, background check and agility tests:

Mr. Joshua Slack (Co. 1)
Mr. Michael R. Wager (Co. 2)

Duly put to vote as follows:

Commissioner Ovenshire	Aye	
Commissioner Heist	Aye	
Commissioner Martin	Aye	
Commissioner Mancini	Aye	CARRIED

RESOLUTION NO. 213, 2017

On motion of Commissioner Mancini, seconded by Commissioner Ovenshire, resolved to accept the resignation from Martin Schwartz (Co. 2) effective November 21, 2017 as he is moving out of state.

Duly put to vote as follows:

Commissioner Mancini	Aye	
Commissioner Martin	Aye	
Commissioner Heist	Aye	
Commissioner Ovenshire	Aye	CARRIED

RESOLUTION NO. 214, 2017

On motion of Commissioner Ovenshire, seconded by Commissioner Heist, resolved to approve the purchase of 5- FLIR K2 Thermal Imaging Cameras in the amount of \$5,495, from the equipment budget line.

Duly put to vote as follows:

Commissioner Mancini Aye
Commissioner Martin Aye
Commissioner Heist Aye
Commissioner Ovenshire Aye CARRIED

RESOLUTION NO. 215, 2017

On motion of Commissioner Ovenshire, seconded by Commissioner Mancini, resolved to approve the purchase off NYS Contract #PC66663 for 1-UTV; John Deere XUV825M with Camoplast LP40587 at a cost not to exceed \$22,322.40, fully equipped. Vehicle to be stored at Station 6.

Duly put to vote as follows:

Commissioner Ovenshire Aye
Commissioner Heist Aye
Commissioner Martin Aye
Commissioner Mancini Aye CARRIED

RESOLUTION NO. 216, 2017

On motion of Commissioner Mancini, seconded by Commissioner Ovenshire, resolved to authorize the following training requests:

Date	Employee	Rank	Class	Location	Total Cost	Other
11/18/2017	Barber, Ryan	FF	Hybrid and Electric Vehicle Safety Training	Doan Chevy	\$ -	Submitted in time for Commission meeting on 11/14
11/18/2017	Green, Jim	B/C	Hybrid and Electric Vehicle Safety Training	Doan Chevy	\$ -	Submitted in time for Commission meeting on 11/14
11/18/2017	Berry, Patrick	FF	Hybrid and Electric Vehicle Safety Training	Doan Chevy	\$ -	Submitted in time for Commission meeting on 11/14
12/7/2017	Berry, Patrick	FF	NYS Guide to Lightweigh Construction	PSTF	\$ -	
12/13/2017	Berry, Patrick	FF	EVOG	Rush FD	\$ -	
12/13/2017	Uhl, McKenzie	FF	EVOG	Rush FD	\$ -	
1/13/2018	Hammon, Chuck	FF	NFA - Shaping the Future	Pittsford, Vt	\$ 60.00	Use of District Vehicle
1/13/2018	Dodson, Chuck	FF	NFA - Shaping the Future	Pittsford, Vt	\$ 60.00	
1/13/2018	Hebert, Damian	FF	NFA - Shaping the Future	Pittsford, Vt	\$ 641.77	Hotel for all 3 people
4/2/2018	Hebert, Damian	FF	NFA - Leadership 2	Stow, Mass	\$ 849.84	Use of District Vehicle
5/6/2018	Hammon, Chuck	FF	NFA - Leadership in Supervision	NFA	\$ 300.00	Use of District Vehicle
5/21/2018	Erickson, Kevin	Lt	NFA - Training Program Management	NFA	\$ 200.00	Use of 6C91 Vehicle
5/21/2018	Hammon, Chuck	FF	NYS Fire Instructor 2	Montour Falls	\$ 25.00	
12/19/2018	Hebert, Damian	FF	NYS Fire Instructor 2	Montour Falls	\$ 216.00	

Duly put to vote as follows:

Commissioner Ovenshire Aye
Commissioner Heist Aye
Commissioner Martin Aye
Commissioner Mancini Aye CARRIED

RESOLUTION NO. 217, 2017

On motion of Commissioner Ovenshire, seconded by Commissioner Mancini, resolved to surplus 30- old style tee shirts, 1- 1973 typewriter and 1- 1979 overhead projector.

Duly put to vote as follows:

Commissioner Mancini Aye
Commissioner Martin Aye
Commissioner Heist Aye
Commissioner Ovenshire Aye CARRIED

RESOLUTION NO. 218, 2017

On motion of Commissioner Ovenshire, seconded by Commissioner Martin, resolved to accept the proposal from UR- EAP to hold a 6-hour training program to provide training and support to HFD members selected for possessing the appropriate qualities to provide peer support.

Duly put to vote as follows:

Commissioner Ovenshire	Aye	
Commissioner Heist	Aye	
Commissioner Martin	Aye	
Commissioner Mancini	Aye	CARRIED

RESOLUTION NO. 219, 2017

On motion of Commissioner Ovenshire, seconded by Commissioner Heist, resolved to authorize expenditure of \$1000 for the annual drill event at the School of the Holy Childhood.

Duly put to vote as follows:

Commissioner Mancini	Aye	
Commissioner Martin	Aye	
Commissioner Heist	Aye	
Commissioner Ovenshire	Aye	CARRIED

RESOLUTION NO. 220, 2017

On motion of Commissioner Ovenshire, seconded by Commissioner Heist, resolved to purchase 1000 ft. of cloth fire hose with labeling for 2 engines from Elija Company (sole source) at a cost of \$19,500.

Duly put to vote as follows:

Commissioner Mancini	Aye	
Commissioner Martin	Aye	
Commissioner Heist	Aye	
Commissioner Ovenshire	Aye	CARRIED

RESOLUTION NO. 221, 2017

On motion of Commissioner Ovenshire, seconded by Commissioner Heist, resolved to purchase up to 30 sets of turnout gear under NYS Contract #79127 due to changing standards and end of useful life.

Duly put to vote as follows:

Commissioner Ovenshire	Aye	
Commissioner Heist	Aye	
Commissioner Martin	Aye	
Commissioner Mancini	Aye	CARRIED

On motion of Commissioner Mancini, seconded by Commissioner Ovenshire, meeting adjourned at 8:06 PM.