

DRAFT

Commissioners Meeting

June 17, 2024

Attendees: Secretary: Peggy Darling

Commissioners: Peggy Darling, Karen Edwards, John Pavelock, Trisha Finen

Representatives from Fire Department: Chief Finen

Absent:

Public Attendees:

Guest: Bill Cole with Gates & Cole Insurance

Meeting: called to order at 18:34.

Mr. Cole presented the insurance policy for 2024-2025.

Commissioner Pavelock made a motion that Commissioner Finen chair this meeting. Motion was seconded by Commissioner Edwards. Commissioners Polled: Commissioner Pavelock-Aye, Commissioner Edwards –Aye, Commissioner Darling –Aye, Commissioner Finen- Aye. All in favor –motion carried

Minutes reviewed: Commissioner Pavelock requested two changes be made to the May 20, 2024 minutes. They are as follows: section b.- omit: and was given a copy of her resignation- section c- add: Commissioner Pavelock voiced that he did not receive the e-mail. Motion to accept May 2024 meeting minutes, with changes, made by Commissioner Finen –2nd by Commissioner Darling. Commissioners Polled: Commissioner Finen-Aye, Commissioner Edwards –Aye, Commissioner Darling-Aye, Commissioner Pavelock –Nay, Motion carried.

Correspondence:

None

Old Business:

- A. Commissioner Pavelock motion to conduct our own fit testing rather than have specific department administer them. An agreement between neighboring departments would need to be made as to where to store the machine if purchased. Second by Commissioner Darling. All in favor.
 - i. There is no update. Chief will report again next meeting on this matter.**

- B. A bid request will be submitted to the Queen Central to have the exterior of the Department painted
 - i. This will be tabled until a treasurer is hired.**

- C. Commissioner Pavelock had previously requested a copy of the findings of the complaint against the district. No one has a physical finding-Comm. Pavelock was provided with the case number by the Chief and Comm. Pavelock will contact DHR to obtain the requested information.

- D. An update on having two individuals from the Town of Annsville on the board was given by the secretary. Commissioner Pavelock requested that the lawyers' answer be in writing.
 - i. The secretary reached out to District lawyer and obtained this with case law noted. All Commissioners were provided a copy of the districts' lawyer's response.**

- E. The Town of Vienna Codes Department completed their inspection. The Building passed. The Codes Officer would like a down spout to be installed

onto the hot water tank. Motion to buy materials for this at Bucks and Bolts made by Commissioner Finen, 2nd by Commissioner Edwards. All in favor. Chief Finen will obtain this and install it.

i. Chief reports he will be installing this soon.

F. Chief Finen presented quotes for new turn out gear to the Board. He will reach out to each distributor and see if a demo set can be obtained before deciding on the manufacturer. The decision will be tabled until next month.

i. Chief will continue to reach out to distributors.

G. A motion was made by Commissioner Finen –2nd by Commissioner Edwards to run an ad in the Queen Central for a week to advertise for the position for a treasurer. The announcement is to include that preference will be given to residents of the district, an accountant background is preferred, and references required. Resumes are to be submitted no later than June 13, 2024. All in favor.

i. There was no response to the advertisement in the local newspaper.

H. A motion was made by Commissioner Finen –2nd by Commissioner Edwards to run an ad in the Rome Daily Sentinel for a week to advertise for the position for treasurer. The announcement is to include that preference will be given to residents of the District, an accountant background is preferred, and references required. Resumes are to be submitted no later than June 13, 2024 All in favor.

i. An ad could not be posted as payment needed to be made upfront.

I. Discussion of salary for the treasurer’s position will be tabled for next month's meeting.

i. Due to no response this will be tabled for next meeting.

J. Kenny Duda has rescinded his leave of absence with the Department. He will need a physical. Motion made by Commissioner Darling-2nd by Commissioner Edwards. All in favor. The Chief will inform Kenny of this.

K. Several members will be taking the pump operation class coming up in Canastota. Motion was made that up to \$200 can be spent on training materials if needed. Motion made by Commissioner Darling-2nd by Commissioner Edwards. All in favor.

i. Class is scheduled to start June 18,2024

L. The file cabinet in the office that holds the bank statements needs to have a lock installed. One will be purchased off Amazon. Chief Finen will install this. Motion made by Commissioner Darling, 2nd by Commissioner Edwards. All in favor.

i. Lock has been ordered

M. Motion was made by Commissioner Darling to extend the OSHA online training until June 30, 2024 due to the death of firefighter Michik. 2nd by Commissioner Finen . All in favor.

N. A check numbered 2071 dated in December 2023 has not been cashed or returned. A motion made by Commissioner Pavelock to have payment stop on the check, 2nd by Commissioner Finen. All in favor.

i. Secretary Darling phoned the bank and due to the age of the check the bank would not honor it if presented.

NEW BUSINESS:

- A. Commissioner Pavelock made a motion to remove the Cyber Liability clause from 2024-2025 insurance policy. Motion was seconded by Commissioner Finen. Commissioners polled: Comm. Pavelock-Aye, Comm. Finen-Aye, Comm. Edwards-Aye, Comm. Darling –Aye. All in favor motion carried.
- B. Commissioner Darling made a motion to remove the Spousal Liability clause from the 2024-2025 insurance policy. Motion was seconded by Comm. Finen. Commissioners polled: Comm. Darling-Aye, Comm. Finen-Aye, Comm. Edwards-Aye, Comm. Pavelock-Aye. All in favor motion carried.
- C. Commissioner Finen made a motion to remove the money transfer clause from the 2024-2025 insurance policy. Commissioner Edwards seconded. Commissioners polled: Comm. Finen-Aye, Comm. Edwards-Aye, Comm. Pavelock-Nay, Comm. Darling –Aye. Motion carried.
- D. Motion was made by Commissioner Darling that the first 15 minutes of the recurring monthly meetings be devoted to financial business/treasurers' business. This is so the treasurer does not have to remain for the entire meeting if they choose not to do so. Seconded by Commissioner Edwards. Commissioners polled: Commissioner Darling- Aye, Commissioner Edwards-Aye, Commissioner Pavelock-Aye, Commissioner Finen-Aye. All in favor motion passed.

- E. Commissioner Darling requested that Commissioner Pavelock resend the drafted format to record policies to all Commissioners.
- F. Secretary Darling completed her Oath on June 14, 2024 with the Town of Vienna.
- G. Secretary Darling asked Commissioner Pavelock to provide a copy of his oath card at next meeting as the Town of Vienna cannot find their record of his oath.
- H. Commissioner Pavelock will draft a policy for the next meeting in regard to which means will be utilized to adequately communicate with the Commissioners of the Board in between meetings.
- I. Engine I is out of service for maintenance and warranty work until further notice.
- J. Pirates weekend is July 18-21st in Sylvan Beach.
- K. A motion was made by Commissioner Darling that minutes would be sent to the Town of Vienna to post on their website as Draft Minutes. These minutes may or may not be amended and will be voted on at the next scheduled meeting. Commissioner Edwards seconded the motion. Commissioners polled: Comm. Darling-Aye, Comm. Edwards-Aye, Comm. Pavelock-Aye, Comm. Finen –Aye.
- L. A motion was made by Commissioner Finen to accept minutes as read back@ meeting. Seconded by Commissioner Edwards. Commissioners polled: Comm. Finen-Aye, Comm. Edwards-Aye, Comm. Pavelock –Aye, Comm. Darling-Aye. All in favor motion carried.

Adjournment: Meeting adjourned at 20:11.

Adjournment: Meeting adjourned at 20:16

Minutes Submitted

Peggy Daring

Secretary/Treasurer Commissioners Meeting

June 17, 2024

