

VILLAGE OF SCOTTSVILLE  
FIRE COMMISSION MEETING MINUTES  
 Tuesday May 10, 2016- 6:00 PM

CALL TO ORDER – Mayor Paul Gee called the meeting to order at 6:04 pm.

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

**Present:** Mayor Paul Gee, Deputy Mayor Leslie Wagar, Trustee Jim Clark  
 and Trustee Ruth Thompson

**Absent:** Trustee Rick Clark, Village Attorney Peter Skivington and Scottsville EMS Chief Matt Jarrett

**Also present:** Executive Deputy Chief of Compliance and Safety Jay Coates and Scottsville Fire Department Chief Jeff Brown, Fire Company President Frank Wunder and Carole Brown

APPROVAL OF MINUTES

Tuesday, April 12<sup>th</sup>, 2016

**MOTION** made by Trustee R. Thompson and seconded by Trustee J. Clark to approve the minutes of the Tuesday, April 12<sup>th</sup>, 2016 Fire Commissioners meeting as submitted.

**VOTE:** *Carried 4-0*

Trustee Jim Clark	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Ruth Thompson	AYE	Mayor Paul Gee	AYE
Trustee Rick Clark	ABSENT		

NEW MEMBERS

- Two new members – need background checks

PUBLIC BEFORE THE BOARD - None

REPORTS:

A) FIRE CHIEF – Jeff Brown

Monthly Briefing:

- Call/Activity summary April – *Attached*
- Another busy month for calls
- Had 2 crashes with people trapped
- Fire Company also has a proposal on the floor for buying a new brush truck and donates it back to the village not to exceed \$25,000. Vote was passed for a new truck.
  - Changes to State Bid – waiting to hear back from Albany
- 4617 New E-one lease info was sent to the Village last Friday. Delay was on E-ones part next month we will half to get it out to public.

- Could we put any leftover contractual money in the equipment reserve at the end of this year? Take the necessary steps to make that happen.
- Working on new assignments for our no water district. We are adding more tankers and engines with dump tanks for faster turnaround time's also quicker response to Scottsville.

Membership Update:

- Two potential new members looking to get interviews set up.

Upcoming Events:

- *Memorial Day Parade, Monday, May 30<sup>th</sup>, starting at 9:30*

B) EMS CHIEF – Matt Jarrett (Absent)

Rescue Squad Operations:

Membership Update:

- No Changes

Merger:

- Unified Commanders and Section Chiefs are meeting bi-weekly. Next meeting is May 11th in Scottsville
- Public meetings in three towns were held. Largely positive feedback from the communities.
- The common themes of concern were: Response times and tax money.
- We will be taking a step back, as we believe we have missed a critical step in this process:
- Developing a mission and vision statement and identifying our core values. We are investigating the use of a facilitator to assist us in this endeavor.
- "CHS Mobile Integrated Health Care" name has been approved and we have received clearance from DOH for use of the name;
- We are close to revealing the logo for the new agency.
- Draft by-laws for new organization are near completion. Village will have authority to appoint a board member to the Board of Directors of CHS.
- Harris radios will be updated with new firmware. The county will also allow us to bring additional equipment that we purchased on the system and will program them when they update firmware on existing equipment;
- Upgraded microphones (4) will be purchased for the radios at a reduced cost, below NYS OGS pricing.
- EMS 3.0 document *attached*. It's a good read.
- Revenue is off this budget year significantly. This is due to lower call coverage. Spending is down an equal amount and will result in very close to balanced budget.
- New Harris radios installed in Chiefs vehicle, along new antennas. Vendor also replaced a warning light due to failure. To date, County has not yet allowed user purchased equipment on the system;
- Monroe County Fire and EMS Advisory Boards approved two new best practice documents: One relates to procedures when crews are in distress, and the second deals with standardizing EMS responses to structure fires.

C) PRESIDENT FIRE COMPANY – Frank Wunder

- Workplace Violence, Discrimination & Sexual Harassment training was given and majority of members did take it. Social members, who did not take it, do not have access to firehouse.

- Provided the board with a list of members who have completed the training to date.
- Fire Company would like to enter into a lease agreement with the Village for the use of the Storage Building owned by the Fire Company
  - Provided a copy of a lease agreement for Village attorney to review and discuss next meeting.

D) EXECUTIVE DEPUTY CHIEF OF COMPLIANCE & SAFETY – Jay Coates  
 No Report;  
*Request for Executive Session at end of meeting*

OLD BUSINESS

- New Fire Truck Lease
  - Lease Financing Proposal – Document was attached
    - Second Proposal in attached document 12-Year Lease Option
  - Mayor Gee has additional info on other lease companies to look into as well
  - Once additional research done on lease companies & bank rates public notice will be set

NEW BUSINESS:

Chief Jeff Brown – General discussion on current conditions of Firehouse parking lot

EXECUTIVE SESSION:

**MOTION** made by Deputy Mayor L. Wagar and seconded by Trustee J. Clark to enter into executive session to discuss a particular contract issue at 6:20 pm.

**VOTE:** *Carried 4-0*

Trustee Jim Clark	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Ruth Thompson	AYE	Mayor Paul Gee	AYE
Trustee Rick Clark	ABSENT		

**MOTION** made by Trustee R. Thompson and seconded by Trustee J. Clark to adjourn executive session and return to regular session at 6:51 pm.

**VOTE:** *Carried 4-0*

Trustee Jim Clark	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Ruth Thompson	AYE	Mayor Paul Gee	AYE
Trustee Rick Clark	ABSENT		

ADJOURNMENT

**MOTION** made by Trustee R. Thompson and seconded by Deputy Mayor L. Wagar at 6:52 pm.

**VOTE:** *Carried 4-0*

Trustee Jim Clark	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Ruth Thompson	AYE	Mayor Paul Gee	AYE
Trustee Rick Clark	ABSENT		

Respectfully Submitted by,

Katherine Moffe  
 Village Deputy Clerk | Treasurer