

Charlton Fire District Meeting Minutes

June 6, 2023

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on June 6, 2023 at 6:30pm

PRESENT: Dan Martin, Jake Malagisi, Stephen Dyer, Janet Reville, and George Davidson

ABSENT: Jeff Voigt

1. Amsure Insurance Review

Dave Meager with Amsure attended the meeting to review insurance quotes requested.

A motion to approve was made by Dan Martin to increase the vehicle value on 18-1, 18.4, both chief vehicles and increase the deductible to \$2500 on 18-1, 18-2, 18-3, and 18-4 and seconded by Janet Reville. Approved 4-0-0

2. Approval of Agenda

Motion to approve the agenda was made by Dan Martin and seconded by Stephen Dyer. Approved 4-0-0

3. Approval of Minutes

Motion to approve the April 4th meeting minutes made by Dan Martin and seconded by Jake Malagisi. Approved 4-0-0

4. Chairman's Report

Jeff Voigt was absent. Dan Martin didn't have anything more to report other than the insurance review.

5. Treasurer's Report

a. Treasurer's report presented by George Davidson

b. Review and audit of bills.

c. Operating Account: \$298,627.58

Payroll Account: \$8,107.89

Apparatus Capital Reserve: \$553,733.61

Equipment Capital Reserve: \$125,172.10

Emergency Capital Reserve: \$25,159.73

Capital Improvement Reserve: \$110,364.41

Bond Account: \$43,796.41

Total ending balance: \$1,157,104.43

d. Audit was done on May 3rd. We should be receiving the final report/management letter soon.

e. One recommendation that was made by the Auditors was to add Fixed Assets and Liabilities to the balance sheet. George has added these and going forward they will be included on the balance sheet.

f. There were 2 budget amendments: Vehicle Acquisition and Upgrades and Carryover COVID Grant funds.

Motion to pay outstanding bills was made by Dan Martin and seconded by Janet Reville. Approved 4-0-0

Motion to approve Treasurer's report made by Stephen Dyer and seconded by Janet Reville. Approved 4-0-0

6. Chief's Report

Call Volume for May: 19 Calls Total

5 – EMS

2 – Fire alarm

1 – Electrical

4 - Dispatched and cancelled

3 – Cover Assignment

2 – Unauthorized burns

1 – Brush Fire

1 – Good Intent

- a. Still working on scheduling annual service for the air compressor.
- b. Will be scheduling service on extrication equipment on R-184.
- c. Scheduling to have Garrison Fire Equipment demo a combi-tool.
- d. Discussed having the Chief's cars registered. At this time, they do not need to be registered but we do have the option to. Was discussed and decided to leave as we have done and not register them.

7. Committee Reports

- a. Facilities Management (Janet Reville)
 - Low Temp stick has been set up. Discussed the current location and suggested moving it out into the bay area. Janet Reville will look at moving/setting up there.
- b. Apparatus and Equipment (Dan Martin)
 - 18-0 is currently up for auction. There is 1 day left on the auction.
 - The new Chief's car has arrived and is in the bay area.
- c. Firematic Training and Fire Prevention Committee (Stephen Dyer)
 - Stephen reported he did go up to Turning Stone to vote on the proposed By-Law change regarding how elections are conducted, and how the change, if passed, will allow dues paying members to be represented. He hasn't heard the results of the vote yet.
 - Did receive OSHA poster and has been placed on the bulletin board.
 - Stephen wanted to mention that the Company did a wonderful job for Founders Day weekend.
- d. Radio Communication and Informational Technology Committee (Jeff Voigt)
 - Jake Malagisi reported 3 computers have been upgraded and are back from ComputerSense. 1 goes in the Chief's office, 1 in the Radio room and 1 in the Training room.
 - We believe that a laptop was purchased a few years back for the previous secretary. Jake Malagisi will reach out to her to see if she may still have the laptop.
 - There is a IT Box in the radio room that is locked which houses the laptop for the camera's. We believe Jeff Voigt has the key for this, however, we will verify.
- e. Staff Relations/Code of Ethics Committee (Jake Malagisi)
 - Nothing to report/No Issues.

8. Unfinished Business

- a. CFD Meeting Room Use – lock has been installed on bay door. Reviewed Meeting Room Usage Agreement. Motion to approve the Agreement was made by Jake Malagisi and seconded by Janet Reville. Approved 4-0-0. A formal motion was made by Stephen Dyer to complete a resolution on the process of requesting the usage of the meeting room at the next meeting, seconded by Dan Martin. Approved 4-0-0
- b. Stove and Vent in Kitchen – Jake Malagisi reported we should be receiving the approval letter from the town this week to indicate that we can have 2 residential stoves. Once received we can move forward with looking at types of stoves, costs, etc.
- c. Compressor Wiring Quotes – Janet Reville reported that she did get 2 verbal quotes. Lowest quote received was for \$150.00. Motion to approve lowest quote was made by Dan Martin and seconded by Jake Malagisi. Approved 4-0-0
- d. Policy Resolutions
 - Revised Mask Policy was reviewed. Motion made to approve revised Mask policy by Dan Martin and seconded by Jake Malagisi. Approved 4-0-0
 - Revised Cell Phone Policy was reviewed. Motion made to approve revised Cell Phone policy by Jake Malagisi and seconded by Dan Martin. Approved 4-0-0
- e. Jake Malagisi reported that he has spoken to Jason Arnold. Jason will continue to cut the backfield of the firehouse (no cost).

9. New Business

- a. NYS Tax Exemption - The state legislature passed late last year a law that allows active fire fighters with at least two years of service a tax exemption of up to 10% on real property tax. In-active firefighters can take a life-time tax exemption up to 10% if they have 20 or more years of active service. Each taxing entity (town, county, fire district, school district) has to decide for itself if they would like to opt in. So far, Saratoga County and the town of Charlton have opted in. Due to there not being a town tax, Charlton's opt-in doesn't save members any money since there isn't a tax to take an exemption on. We have until March 2024 to approve a resolution that would allow members to start receiving an exemption in 2025. Assistant Chief Dyer indicated he would bring this up at his advisors meeting to see what other fire departments are doing. Commissioners agreed we should look at opting in.
- b. Spectrum Services – reviewed current Spectrum Services that the firehouse has. Motion was made to remove the Spectrum Business TV Premier package by Dan Martin and seconded by Jake Malagisi. Approved 4-0-0
- c. Upfitting quotes for New Tahoe – Assistant Chief Dyer reviewed the upfitting quotes he has received. He requested 4 quotes from different businesses. He received 2 back (DeNooyer and Auto Solutions). Auto Solutions came in with the lowest cost. Motion was made to go with Auto Solutions for full upfitting on the Tahoe (Lights, Lettering and Command Box) not to exceed \$17,000.00 by Dane Martin and seconded by Janet Reville. Approved 4-0-0.
- d. Dan Martin asked permission to have some items hung in the firehouse which he found upstairs in the storage area. Motion was made to approve by Jake Malagisi and seconded by Janet Reville. Approved 4-0-0
- e. Chief DeCapria requested the purchase of gated wye and also the purchase of (4) lengths of fire house from Dival.

10. Privilege of the Floor

- a. Trent Mitchell indicated concern that if we have a residential kitchen, we will not be able to do the pancake breakfast which has been done in the past. Was indicated that there are workarounds that would allow us to still hold a pancake breakfast (i.e., setting up and cooking outside).
- b. Bob LeGere – Wanted to let everyone know they are doing a great job. Also indicated that when looking at having residential stoves installed to look at pictures/films of when the firehouse was built. This should help with the installation of exhaust fans, etc. Chief DeCapria has the pictures/films.

11. Adjournment

Motion to adjourn made by Dan Martin and seconded by Janet Reville . Approved 4-0-0 (8:08pm)