

Charlton Fire District Meeting Minutes

August 7, 2024

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on August 7, 2024 at 7pm

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

ABSENT: Erin Waite

1. Approval of Agenda

Motion to approve the agenda was made by Ryan McDonald and seconded by Dan Martin. Approved 5-0-0

2. Approval of Minutes

Motion to approve the July 1st meeting minutes made by Dan Martin and seconded by Ryan McDonald. Approved 5-0-0

3. Chairman's Report

Stephen Dyer had a discussion with the Chiefs about going out to get quotes next year on equipment servicing.

4. Treasurer's Report

- a. Treasurer's report presented by George Davidson
- b. Review and audit of bills.
- c. Operating Account: \$93,010.00
Apparatus Capital Reserve: \$60,898.54
Equipment Capital Reserve: \$23,634.28
Emergency Capital Reserve: \$25,360.28
Capital Improvement Reserve: \$12,017.49
Bond Account: \$33,455,42
Total Investments: \$1,000,000.00
Total Reserve Cash & Investments balance: \$1,246,523.86

George reviewed the Collateral Statement.

Motion to pay outstanding bills was made by Jake Malagisi and seconded by Dan Martin.

Approved 5-0-0

Motion to approve Treasurer's report made by Jake Malagisi and seconded by Dan Martin.

Approved 5-0-0

5. Chief's Report

Call Volume for July 2024: 29 Calls Total, Call Volume to date: 166 Calls Total

- 16 EMS
 - 1 Vehicle Fire
 - 1 MVA
 - 2 Cover Assignment
 - 2 Fire Alarms
 - 5 Hazardous Condition
- Chief DeCapria reported that we are about 35 calls ahead of where we were last year. At this pace, we will respond to more calls this year than any previous year.
 - Air pack servicing was completed on Monday. A few air packs required minor repairs. One air pack was found to have an issue with PASS alarm. DIVAL is attempting to get Scott to cover cost for the repair. It would be around \$2,300 for a new sensor.
 - DIVAL completed repairs on an air bottle and air pack that were sent out a few months ago.
 - The annual compressor servicing is scheduled for Friday afternoon. Tony from DIVAL mentioned the air quality is supposed to be tested every 90 days. It is \$323.03/test or \$1,292.12 annually.

- Stop the Bleed course was given to the Main Street Studio on July 25th by Susan Lansley and myself. They are looking to have us come in the winter to teach it again.
- Our personnel attended a state training course at HCFD on July 30th. Topic was on state foam trailer. 18-1 was utilized during the drill.
- NYS is looking to update part 800 for supplies needed on EMS vehicles. This may affect us if approved. Chief DeCapria is working with Captain Durocher to determine what supplies we would need. Chief DeCapria feels we are in good shape currently if this is approved.
- Ranger Joe was at the station last week. We are obtaining additional invoices to get the full \$2,500 reimbursement from the DEC Grant.

6. Committee Reports

- Facilities Management (Janet Reville)
Janet Reville reported that lights in the Chief's Office have been repaired. The lights in the conference room are still having an intermittent issue. This will be reviewed by the contractor again.
- Apparatus and Equipment (Dan Martin)
Dan Martin reported that 18-1 has a transmission fluid issue, 18-2 A/C unit issue, and 18-3 has a ground wire issue. We are waiting for quotes.
- Firematic Training and Fire Prevention Committee (Stephen Dyer)
Stephen Dyer had nothing new to report.
- Radio Communication and Informational Technology Committee (Ryan McDonald)
Ryan McDonald reported that he is still working on setting up general commissioner gmail accounts.
- Staff Relations/Code of Ethics Committee (Jake Malagisi)
Jake Malagisi had nothing to report.

7. Unfinished Business

- Pavilion – Motion was made to go with the lowest bidder by Janet Reville and seconded by Ryan McDonald. Buthfer was awarded the bid. Approved 5-0-0
Janet Reville to verify stamped engineering drawings for roof structure. Janet Reville and Dan Martin will develop a rough site specification to be sure the location and site details meet expectations of fire company and district.
- Review of Fitness Equipment use Policies – No Update
- Building Access (Key Fobs/Physical Keys) – No issues with fire company returning keys, need to coordinate. Janet Reville to coordinate with next generator test to find out if building is open or closed when there is no utility power or backup power. August 22nd is the tentative date.
- Johnson Controls – Motion was made to accept quote from Johnson Controls by Jake Malagisi and seconded by Janet Reville. Approved 5-0-0
Additional potential issue with notifications was raised, we need to determine why trouble alarm response is via email, but others are text messages or phone calls.

8. New Business

- Base Station Radio Antenna – Communications vendor evaluated and recommended moving antenna to the outside of the building and adding a dual-function antenna. A quote was received for a total of \$1,800. Motion was made to approve quote by Dan Martin and seconded by Ryan McDonald. Approved 5-0-0

9. Privilege of the Floor

Adjournment

Motion to adjourn made by and seconded by .