

Charlton Fire District Meeting Minutes

July 1, 2024

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on July 1, 2024 at 7pm

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

ABSENT:

1. Approval of Agenda

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

2. Approval of Minutes

Motion to approve the June 5th meeting minutes made by Ryan McDonald and seconded by Janet Reville. Approved 4-0-1

3. Chairman's Report

Stephen Dyer indicated that he and George Davidson met to review the CD's.

4. Treasurer's Report

- a. Treasurer's report presented by George Davidson
- b. Review and audit of bills.
- c. Operating Account: \$55,295.90
Apparatus Capital Reserve: \$60,841.68
Equipment Capital Reserve: \$23,612.21
Emergency Capital Reserve: \$25,336.60
Capital Improvement Reserve: \$12,006.26
Bond Account: \$43,388.27
Total Investments: \$1,050,000.00

Total Reserve Cash & Investments balance: \$1,270,480.92

George reviewed the Collateral Statement.

George reviewed the budget amendment for the purchase of the freezer. A motion was made to approve the budget amendment by Janet Reville and seconded by Jake Malagisi. Approved 5-0-0

George reviewed the 4 CD's that were purchased and what interest was paid.

Motion to pay outstanding bills was made by Dan Martin and seconded by Ryan McDonald.

Approved 5-0-0

Motion to approve Treasurer's report made by Janet Reville and seconded by Jake Malagisi.

Approved 5-0-0

5. Chief's Report

Call Volume for June 2024: 26 Calls Total

- 13 EMS
- 4 Service Call
- 2 Fire Alarms
- 3 Hazardous Condition
- 4 Good Intents
- Chief DeCapria reported that the extrication tool servicing has been completed, no issues to report.
- The Saratoga County Hazmat truck will be at the firehouse on 7/2/24. Mutual aid companies will be in attendance.
- Chief DeCapria indicated that the base station radio has been sent out to be updated due to recent issues with it. Chief DeCapria is also getting a quote to move the antenna to the exterior building.

- Chief DeCapria is getting quotes for a battery operated PPV fan for ETA-182 and SCBA bottles. There was some discussion around the SCBA bottles. Currently the 34 bottles we have will need to be replaced in 9 years. The Chief's would like to look at creating a replacement plan for the bottles so that we aren't having to purchase all 34 at the same time. It was also indicated that the 34 bottles we do have are not enough and we will need to purchase more.
- DEC purchased equipment is in, currently we are waiting to hear back from DEC to schedule the inspection.
- Chief DeCapria is requesting to spend up to \$700 for Milwaukee batteries for the Tri-Pod Lights as they didn't come with batteries. There was some discussion about whether these could be charged back to the DEC grant. Chief DeCapria will look into. A motion was made to approve the purchase of 6 Milwaukee batteries not to exceed \$700 by Jake Malagisi and seconded by Dan Martin. Approved 5-0-0

6. Committee Reports

a. Facilities Management (Janet Reville)

Janet Reville reported that Johnson Controls was here over a month ago. We will be purchasing a CO Detector for the Kitchen. It was indicated that we cannot purchase a plug-in unit. Regarding the heat sensor we will look at the design documents to see if this is indicated in them. If so, we will look at getting hooked up.

Lights in the conference room were not working, however, they seem to be working now. Janet will continue to monitor.

Janet indicated that she has asked A-Pro cleaning to clean the radio room bi-weekly going forward instead of once a month.

b. Apparatus and Equipment (Dan Martin)

Dan Martin reported that ETA-181 was taken into the shop for transmission issues. Currently, we have not heard back on what might be wrong. Dan indicated he will give the shop a week or so and then will follow up with them if they haven't heard anything.

c. Firematic Training and Fire Prevention Committee (Stephen Dyer)

Stephen Dyer had nothing new to report.

d. Radio Communication and Informational Technology Committee (Ryan McDonald)

Ryan McDonald reported that he is making sure all cameras in the building are focused correctly.

e. Staff Relations/Code of Ethics Committee (Jake Malagisi)

Jake Malagisi had nothing to report.

7. Unfinished Business

- Pavilion – Janet Reville has gotten two quotes, one from Curtis Lumbar that was only for materials and one from Double-O Builders which included labor and materials. Janet is still waiting for the third quote to come.
- Review of Fitness Equipment use Policies – Jake Malagisi will bring to the August meeting for review.
- Building Access (Key Fobs/Physical Keys) – It was indicated that this would be brought forward at the next company meeting. Erin Waite and Chief DeCapria will work on creating a spreadsheet of who currently has a building key(s) and look at starting to collect these ensuring that all members have a key fob for the building.

8. New Business

- None

9. Privilege of the Floor

- Pricilla Winslow thanked everyone for the new stoves in the kitchen and indicated they are working great.

Adjournment

Motion to adjourn made by Stephen Dyer and seconded by Ryan McDonald. Approved 5-0-0 (7:56pm)