

## MINUTES

1. Motion was made to call the meeting to order at 6:30 PM by Joe Mazza, second by Mike Thompson; all in favor. Present at the meeting were Debbie Casella, Pete Casella, Ron Broas, Joe Mazza, Mike Thompson, John Wilson, Andi Broas

2. Pledge of Allegiance was recited

*Motion to change the order of the agenda and have Greg Townsend of Marshall & Sterling go first made by Joe Mazza, second by Ken Wilson; all in favor, so carried.*

3. Proposed Executive Session

*Motion was made to enter into Executive session at 7:36 PM by Debbie Casella, second by Ken Wilson; all in favor, so carried.*

*Motion was made to enter back into regular session at 7:54 PM by Joe Mazza, second by Mike Thompson; all in favor, so carried.*

4. Old business

1. Approval of 10/3/19 District meeting minutes

*Motion made to approve the minutes of the 10/3/19 meeting by Mike Thompson, second by Ken Wilson; all in favor, so carried*

2. Annexation of State Hospital property; Pete was to review to see what monies are owed to the Fire District; Andi to put invoice on letterhead. **Invoice was mailed out**
3. Board Docs discussion
4. Pocatello district email
5. Tablets for chiefs' vehicles and apparatus – see attached proposal for discussion
6. Board policies **None. There may be a couple for the next meeting as suggested by the State Auditor.**

5. Communications - public comments on the agenda items - **None**

6. Presentations – Greg Townsend, Marshall & Sterling

- **Should have census done by next meeting for Greg.**
- **Cost depends on the number of members.**
- **Greg said he will take the pavilion off the policy**
- **Greg suggested looking into E-Learning by McNeil for courses and training**

7. Consent agenda -

Chief's report – **Read aloud, as was Car 2's report**

Medical report - **None**

President's report - **None**

Treasurer's report – **Handed out and read aloud**

*Motion to accept the Treasurer's report with additional items (\$42,693 for Butler Construction, \$6,815 for Marshall & Sterling, \$31.48 for Times Herald Record, and \$909.76 for On-Site Apparatus) by Joe Mazza, second by Mike Thompson; all in favor, so carried*

Phones not ringing at desks; Mike to call Frontier

Mutual Aid agreement has not been received yet  
Confirm contact with Linda Miller and Mark Chuddy for the elections

8. New business –

**The following resolution and budget sheet will be given to the Town on 11/4/19:**

**POCATELLO FIRE DISTRICT**

**RESOLUTION: APPROVE FINAL BUDGET FOR 2020 WITHIN REAL PROPERTY TAX LEVY LIMIT**

WHEREAS, the Board of Fire Commissioners of the Pocatello Fire District must adopt a proposed budget for 2020 and estimate of fund balances in preparation for the annual fire district budget hearing and did so in preparation for the budget hearing, and

WHEREAS, the Board of Fire Commissioners of the Pocatello Fire District held the annual fire district budget hearing on notice to the public on October 15, 2019, and

WHEREAS, the Board has considered the proposed budget and comments received on the proposed budget on October 15, 2019 at said budget hearing, and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners hereby approves a Final Budget for the Pocatello Fire District for 2020 attached hereto and made a part hereof in the amount of \$498,000.00.

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was as follows:

Chairman	Ronald Broas	)
Commissioner	Debbie Casella	)
Commissioner	Ken Wilson	) AYES
Commissioner	Joseph Mazza	)
Commissioner	Michael Thompson	)

The resolution was thereupon duly declared to have been adopted.

Dated: November 1, 2019

\_\_\_\_\_  
Secretary

***Motion to adopt the resolution and budget sheet that will be given to the Town on 11/4/19 by Debbie Casella, second by Mike Thompson; all in favor, so carried.***

- **Resolution for candidates to file their names in the form of a petition**

**POCATELLO FIRE DISTRICT  
RESOLUTION REQUIRING CANDIDATES FOR  
DISTRICT OFFICE TO FILE THEIR NAMES  
IN THE FORM OF A PETITION**

BE IT RESOLVED, that pursuant to the authority vested in the Board of Fire Commissioners of the Pocatello Fire District under Section 176 subd. 7 of the Town Law, the following procedure is hereby adopted for the submission by a candidate of his or her name for District Office:

1. Candidates for District Office shall file their names with the Secretary of the Fire District at the Fire District Office located at 5 Pocatello Road, Middletown, New York at least twenty (20) days prior to the date of such Fire District election.
2. Such candidates shall submit their names in petition form nominating them for the office sought and subscribed by at least twenty-five (25) qualified voters of the District.
3. The petition shall state the candidate's name and residence address, and shall describe the office sought in sufficient detail to clearly indicate same.
4. The petition shall contain a space for each qualified voter of the fire district wishing to nominate the candidate for the office sought to subscribe his or her name, print his or her full name, and print his or her residence address.
5. The Fire District Secretary shall make petition forms available to the candidates for District Office or their representative together with a copy of this resolution; the form for such petition is attached hereto and made a part hereof.

BE IT FURTHER RESOLVED, that the Fire District Secretary shall prepare the ballot for the election specifying the names of the candidates duly filed for each office in accordance with the above procedure, and in addition providing for a blank space for each office which may be filled in at the time of the election.

The aforementioned resolution was thereupon duly submitted for approval, and upon roll call the vote was as follows:

Chairperson Ron Broas	___ )
Commissioner Debbie Casella	___ )
Commissioner Joe Mazza	___ ) AYES
Commissioner Mike Thompson	___ )
Commissioner Ken Wilson	___ )

The resolution was thereupon declared duly adopted.

Dated: Middletown, New York  
November 1, 2019

ATTEST: Andrea Broas, Secretary

**Motion to accept the resolution for candidates to file their names in the form of a petition  
by Mike Thompson, second by Ken Wilson; all in favor, so carried.**

Name of Candidate: \_\_\_\_\_ Office: \_\_\_\_\_ Place of Residence: \_\_\_\_\_  
 Fire District Commissioners  
 Term ending  
 December 31, 20\_\_\_\_

In witness whereof, I have hereunto set my hand, the day and year placed opposite my signature.

	DATE	SIGNATURE OF SIGNER	RESIDENCE
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**MUST BE RETURNED TO SECRETARY TO THE COMMISSIONERS BY 11/20/19**

- Posting of notice of annual election with the Town on 11/6/19 and 11/20/19 thru 11/25/19
- Times Herald Record to post the notice of annual election on 11/6/19
- Signed petitions need to be back to Andi by 11/20/19
- Life insurance policy on active members **Is being worked on**
- Commissioners (Ron, Debbie, and Ken) to sign new investment policy from Stawnychy Financial Services. **Was signed at the meeting**
- We have received a report from American Test Center on the inspection of our ladder truck.
- NY State Insurance Fund was updated by Ron and sent off
- Ron has received requested documentation of the formation of the Pocatello Fire District from the Town
- Fire District Affairs newsletter
- Payment app for Butler Construction in the amount of \$42,693.00, with the balance to finish of \$65,404.52. Balance will be paid upon receipt of close-out documents.  
*Motion to pay Butler Construction \$42,693.00 made by Ken Wilson, second by Mike Thompson; all in favor, so carried*
- Chief is looking to attend the Town of Wallkill Holiday Parade on 11/23/19 at 4:00 PM  
*Motion to attend the Town of Wallkill Holiday parade on 11/23/19 at 4:00 PM made by Debbie Casella, second by Joe Mazza; all in favor, so carried*
- Chief is also looking to attend Washingtonville's X-mas parade on 12/7/19 at 4:00 PM  
*Motion to NOT attend Washingtonville's X-mas parade on 12/7/19 at 4:00 PM made by Debbie Casella, second by Ken Wilson; all in favor, so carried*
- Chief would like to purchase 16 new flashlights with batteries for a total of \$275.00  
*Motion to let the Chief purchase 16 new flashlights with batteries for a total not to exceed \$300 made by Mike Thompson, second by Joe Mazza; all in favor, so carried*  
  
*Motion to purchase a Hurst HP 32.8' high pressure extension hose with streamline couplings from State Line Fire & Safety for \$772.50 made by Ken Wilson, second by Joe Mazza; all in favor, so carried*  
  
*Motion to have State Line Fire & Safety service two power units – 1 gas unit, 1 electric power unit at the cost of \$650.00 made by Joe Mazza, second by Ken Wilson; all in favor, so carried*  
  
*Motion for Rover tablets*

The President is requesting reimbursement of fire prevention materials in the amount of \$525.70; receipts are needed

*Motion to reimburse the President (upon receiving of the receipts) \$525.70 for fire prevention material made by Ken Wilson, second by Mike Thompson; all in favor, so carried*

*Motion to pay \$6,815.00 to Marshall and Sterling to move due date from 11/1 to 2/1 made by Mike Thompson, second by Ken Wilson; all in favor, so carried.*

The Chief reports that the fire prevention was a success ... over 500 children plus a Trunk or Treat at the school was completed.

9. Committee reports:

Apparatus Committee – Joe Mazza, Ron Broas, Ken Wilson

**Want to go to Long Island on 11/23/19 to look at a truck**

Budget Committee – Pete Casella, Mike Thompson, Ron Broas, Joe Mazza

Buildings and Grounds Committee – Ken Wilson, Mike Thompson, Ron Broas

**Ken mentioned the concrete barriers outside – can we move them?**

Cancer Bill Committee – Ken Wilson, Joe Mazza, Ron Broas

**It's cancer law, not bill now**

Communication Committee – Joe Mazza, Mike Thompson, Ron Broas

Insurance Committee – Ken Wilson, Debbie Casella, Ron Broas

LOSAP Committee – Debbie Casella, Joe Mazza, Ron Broas

Membership/HR Committee – Debbie Casella, Joe Mazza, Ron Broas

Policy Committee - Ken Wilson, Joe Mazza, Ron Broas

Records Committee – Joe Mazza, Mike Thompson, Ron Broas

Website Committee – Mike Thompson, Ken Wilson, Ron Broas

10. Request for additions to the agenda

Board members may request additional agenda items, discussion items or requests for information. This will require a motion and a second with a majority approval.

*Motion made to add additional items to the agenda by Joe Mazza, second by Mike Thompson; all in favor, so carried.*

*Motion made for physicals to include \$150 annual exam, \$40 fit testing and \$75 for Hep B if needed by Debbie Casella, second by Mike Thompson; all in favor, so carried.*

**No DOT physicals. Ken will call Dr. Basri's office to set up.**

*Motion to use Rover tablets for 151, 153, tanker and chief's vehicles at a cost of \$2850.00 per year (6 new tablets X \$475 yearly per vehicle) by Mike Thompson, second by Debbie Casella; all in favor, so carried.*

**Ron will send sample verbal warning letter to John Wilson.**

**Need to review vehicle list ... put on agenda for December meeting**

*Motion made to adjourn the meeting at 8:53 PM by Mike Thompson, second by Joe Mazza; all in favor, so carried.*