

## MINUTES

1. Meeting was called to order at 6:50 PM. Present were Joe Mazza, Wayne Melton, Stu Carver, Pete Casella, Ken Wilson, Margaret McNamara, Ray McNamara, Ron Broas and Andi Broas
2. Pledge of Allegiance was recited
3. Presentations – none
4. Proposed Executive Session –  
*Motion to enter into executive session at 6:52 PM made by Margaret McNamara, second by Ray McNamara; all in favor*  
  
*Motion to enter back into regular session at 7:00 PM made by Ken Wilson, second by Joe Mazza; all in favor*
5. Old business
  1. Approval of 11/16/23 District meeting minutes  
*Motion made to approve the minutes of the 11/16/23 meeting by Joe Mazza, second by Ray McNamara; all in favor, so carried.*
  2. Pocatello district email – you can log on at mail.pocatellofiredistrict.com
  3. Board policies
  4. LENS program – Ken received updated list; everyone is valid
  5. Code of Ethics – need two members of the public and one fire company or officer member. Joe Mazza & Ron Broas to try to contact Roy (resident) about possibly being on the committee. Cannot hold public meetings until at least Sept. 4<sup>th</sup>. Joe Mazza will try to contact this gentleman. No public meetings until January for now. This item has been tabled. May be able to discuss in April. Ray McNamara will talk to the gentleman for possible May meeting.
6. Communications - public comments on the agenda items
7. Consent agenda -
  - Chief's report
  - Car #2 report
  - Car #3 report (LOSAP)
  - Medical Officer's report
  - President's report  
*Motion to accept the Consent agenda made by Joe Mazza, second by Ken Wilson; all in favor, so carried*
8. New business –
  - Treasurer's report  
*RESOLUTION: Be it resolved that the Pocatello Board of Fire Commissioners accept November's Treasurer's report. Motion made by Ray McNamara, second by Joe Mazza; all in favor, so carried*

- Chief is requesting to purchase two Toughbooks from Rover, AKA Fisch for EPCR reports for BR-148 and R-146 for \$749.00 each, totaling \$1,498.00  
*Motion to purchase two Toughbooks for \$749.00 each, totaling \$1,498.00 made by Joe Mazza; second by Ray McNamara; all in favor*
- Chief has submitted an invoice #0058645-IN from AAA for repair to the SCBA breathing air compressor in the amount of \$231.00  
*Motion to pay invoice #0058645-IN from AAA in the amount of \$231.00 made by Joe Mazza, second by Ken Wilson; all in favor*
- Purchase of ten (10) Unication pagers @ \$688.50 each, totaling \$6,885.00. This includes one free pager. Purchase of amplified charger base with antenna; 11 @ \$141.75, totaling \$1,559.25. Total cost is \$8,444.25.  
*Motion to purchase the above pagers made by Joe Mazza, second by Ray McNamara; all in favor*
- Chief is inquiring about an intercom system within the firehouse
- Snow removal services for 2023-2024 snow season with Lawn-in-Order for \$9,000.00  
*Motion to use Lawn in Order for snow removal services for the 2023-2024 snow season for \$9,000.00 made by Joe Mazza, second by Margaret McNamara; all in favor*
- Outstanding invoices from All Gas & Welding Supply  
*Motion to pay invoice R20090085 dated 9/30/20 in the amount of \$285.00 made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor*  
  
*Motion to pay invoice R21090089 dated 9/30/21 in the amount of \$300.00 made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor*  
  
*Motion to pay invoice R22090086 dated 9/30/22 in the amount of \$300.00 made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor*  
  
*Motion to pay invoice 0000000353 dated 9/30/23 in the amount of \$324.38 made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor*  
  
*Motion to pay invoice 0002001664 dated 6/30/23 service charge of \$48.03 made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor*  
  
*Motion to pay invoice 0002003652 dated 7/31/23 service charge of \$48.03 made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor*  
  
*Motion to pay invoice 0002005883 dated 8/31/23 service charge of \$48.03 made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor*  
  
*Motion to pay invoice 0002007926 dated 9/30/23 service charge of \$48.03 made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor*  
  
*Motion to pay invoice 00020010015 dated 10/31/23 service charge of \$52.90*

*made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor*

*Motion to pay invoice 0002012284 dated 11/30/23 service charge of \$57.76 made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor*

*Motion to pay statement of \$1,124.89 made by Ray McNamara, second by Margaret McNamara; all in favor*

- Repair estimates for repair to Car 3. Call around was made to use Hollywood Towing for the repair.  
*Motion to pay Hollywood Towing directly and not go through insurance made by Ray McNamara, second by Margaret McNamara; all in favor*
- Email from Medical Officer ... Martin Cody Sr. and Joseph Mazza would like to attend the Spring EMT-B course. Check to be made out to Orange County Commissioner of Finance for \$1,600.00 (2 non-refundable registration fees of \$75.00 each and 2 course tuitions of \$725.00 each). Course starts 1/22/24. Textbook needed is \$162.95 (textbook/digital version) at the Public Safety Group. Previous textbooks were paid by the members and reimbursed by the District.

*Motion to allow Martin Cody Sr. and Joseph Mazza EMT-B course from 1/22/24 – 5/16/24 for a cost of \$1,600.00 to be paid to the County and \$162.95 to be paid by member and reimbursed by the District made by Ray McNamara, second by Margaret McNamara; Ron Broas and Ken Wilson in favor; Joe Mazza abstained*

- Check and internal transfer request form sent to Stawnychy Financial on 12/5/23
- ICS-300 class offered by OC Fire Training Center on March 2, 3, and 9, 2024  
This is a Company item
- List of EMR's, EMT's and basic
- Duns and Bradstreet business rating
- 2023-24 volunteer fire infrastructure & response equipment grant program
- Public Entity Safety Initiative Grant
- Notice of policy conditional renewal with Arch Insurance
- Volunteer firefighter enhanced cancer insurance certificate
- Email regarding volunteer firefighter stipend program
- Association of Fire Districts of the State of New York new commissioner training courses
- Audit information letter from Cooper Arias, LLP

- Charles Schwab statement for October & November 2023
- Charles Schwab trade confirmations on 11/29/23, 12/7/23 & 12/8/23
- Thanksgiving card from Stawnychy Financial
- Christmas cards from Firefly, Stawnychy Financial Services, and Town of Wallkill emergency medical services

9. Committee updates:

Apparatus Committee – Joe Mazza

Budget Committee – Ray McNamara

Buildings and Grounds Committee – Margaret McNamara

Cancer Bill Committee – Ken Wilson

Communication Committee – Ray McNamara

Insurance Committee – Ken Wilson

LOSAP Committee – Joe Mazza

Membership/HR Committee – Margaret McNamara – one member resigned and we have one new member

Policy Committee - Ron Broas

Records - Andi Broas

Website - Andi Broas

NYS Discovery Law – Ray McNamara

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.

- Ron Broas – digital sign was approved by the Company; Matt Lacenera will dig the trench. There will be electrical expenses involved with the sign.  
*Motion to pay some of the electrical expenses not to exceed \$2,000.00 made by Ray McNamara, second by Joe Mazza; all in favor*
- New member Tyshawn Morris  
*Motion to approve new member Tyshawn Morris made by Ray McNamara, second by Joe Mazza; all in favor*

*Motion to end the meeting at 7:48 PM made by Margaret McNamara, second by Ray McNamara; all in favor*