



BRIGHTON FIRE DISTRICT

3100 EAST AVENUE
ROCHESTER, NEW YORK 14610-3522
(585) 381-3200 FAX (585) 586-3048
www.brightonfd.org

BRIGHTON FIRE DISTRICT BOARD OF COMMISSIONERS - 02/16/21

MEMBERS PRESENT: Chairman Garrett, Commissioners Jeffries, Metzger, Wright, Chief Hiller, Executive Director Aroesty, Treasurer Howk, Business Manager Fitch, Executive Assistant Finizio and other public listeners. Absent: Commissioner Potter.

CHAIRMAN GARRETT OPENED THE COMMISSION MEETING at 5:30pm. Good Evening Everyone. Today is Tuesday, February 16, 2021 and we are at the Brighton Fire Commission meeting. I am Chairman Richard Garrett. We are meeting for the regularly scheduled time. It has been posted on our website, on our signboard, and our newspaper of record, the Brighton Pittsford Post. It is being held virtually as per the Governor's executive order. A transcript will be available upon request at a later date. The meeting is being recorded. All Commissioners, please identify yourselves for motions and seconds to motions. He then asked if anyone had any questions about the process. Hearing none, we moved on to the Chief's report.

CHIEF HILLER'S REPORT said that there have been 232 calls year-to-date with one call of significance since the last meeting. A pedestrian was struck and killed in a motor vehicle accident at the intersection of Highland and Council Rock last week. The accident has gotten some media attention. Unfortunately, there was nothing we could do for the individual. He was fatally struck and not able to be revived on our arrival.

With respect to the new rescue truck, we are finishing up some training hopefully within the week to the next week and a half. Chief Hiller will notify everyone when the date is exact. He anticipates that the new rescue will go in service towards the end of the coming week.

Chief Hiller had nothing to discuss in Executive Session.

Chairman Garrett asked if anyone had any questions of the Chief. There were none. Chairman Garrett asked that we move on to Executive Director Aroesty's report.

EXECUTIVE DIRECTOR AROESTY reported that on November 30th, 2020, 307 was involved in an accident, resulting in the vehicle being totaled by our insurance company. We've been attempting to secure a replacement vehicle for that unit, as it's the busiest vehicle in our fleet. Due to many factors with production issues by the manufacturers due to COVID, it has not been an easy task. We were able to find a bid that we can piggyback on through Van Bortel Chevrolet from DCMO Boces in Norwich, NY. Additionally, we have a second quote from a local dealer, West Herr of Rochester, just to be sure that we obtained fair pricing. The price under the bid is \$46,971.60. West Herr's price was \$49,064.93. The window to order 2021 F350's is closing on 2/17/21, which is tomorrow. It's hard to believe that they are closing the window that early, but they are. The insurance limit for 307 is \$89,250. We have already received two checks from the insurance company: \$34,729.02 for the totaled vehicle and \$145 for the assessment of the AED, to ensure that was still functioning properly. The insurance company is holding approximately \$54,375 that will be used to cover the cost of the



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EXECUTIVE DIRECTOR AROESTY CONTINUED

new vehicle above and beyond what we have already received, including any upfitting. We need approval to purchase an F350 from Van Bortel with the DCMO Boces bid for \$46,971.60. It would be covered in full with the insurance proceeds. Commissioner Metzger made the motion and Commissioner Wright seconded the motion to approve the purchase of the F350 vehicle from Van Bortel using the piggyback on the DCMO Boces bid, in the amount of \$46,971.60. Chairman Garrett asked if there was any further discussion. Commissioner Metzger asked what the lead time on the vehicle would be. Executive Director Aroesty answered that it would be substantial. We are looking at a minimum of three months, but possibly longer. With the computer chip shortage, car manufacturers are having difficulty getting things through the production line. It's very much a question mark on how long that is going to take. Commissioner Metzger questioned that just because we order it, doesn't mean it's ever going to show up. Executive Director Aroesty answered that it will show up, but we don't have an answer to when. There were no other questions and the motion carried.

On February 12, 2021, Safety-Kleen was on site to pump out the waste from the fuel oil separators at Stations #1, #2 and #3. We have done this typically every twelve to eighteen months. The total amount has not gone over the threshold required for multiple quotes. However, for some reason this time, the total amount of waste material removed was much larger than any amount that we have experienced in the past, causing a much higher billing amount. The total amount was \$3,663.80. In the future, we will get multiple quotes for this work to make sure we don't run into this again. Executive Director Aroesty just wanted to make the Commission aware of this, as we had an exception to our procurement procedures. We wanted to get this in the minutes and on the record. Executive Director Aroesty asked if there were any question on that. There were none.

Last week, we sent out canvas letters. They are out and we are working on interviews, which will be occurring on February 22, 2021. We will have more information to follow on that. Executive Director Aroesty asked if there were any questions on canvassing. There were no questions.

The Cascade grant was turned in last Friday to DHS. It will be months before we hear back on that.

Last week, we distributed information to all of our members regarding data on the Dual Pilot Program for the period of January 10th through January 30th. We will continue to circulate additional data as it becomes available going forward.

Executive Director Aroesty said that this was the end of his report and asked if anyone had any questions. There were no questions.

Executive Director Aroesty stated that he had three personnel items to discuss in Executive Session.



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Chairman Garrett asked if any of the Commissioners had anything to report. There was nothing.

Chairman Garrett requested that we notate that all Commissioners are present with the exception of Commissioner Potter, who is attending a relative's funeral.

Today, Executive Director Aroesty, Treasurer Howk, Business Manager Fitch, Chairman Garrett and representative Randy Shepherd from Bonadio met with the NYS Auditors, via Zoom regarding our audit. We have received a preliminary draft. It is not to be made public until it is finalized. We discussed several points in it. This needs to be in the record and we will be putting together a response as per standard procedure.

Chairman Garrett reminded everyone that our next meetings are on Thursday, March 4th and Tuesday, March 16th.

TREASURER HOWK requested permission to pay the invoices as audited. The abstracts and fund balance reports are available for review. Since the last Commission Meeting, we have spent \$215,976.47. A listing with all of the vouchers and amounts is attached inside the folder with the vouchers and Treasurer Howk is requesting that each Commissioner initial that sheet after they have reviewed it. It will be at the firehouse. He has certified and previously reviewed the purchase orders and budget and certified that there are sufficient funds in the budget to pay for these invoices. A motion was made by Commissioner Wright and seconded by Commissioner Metzger to pay the bills as audited and the motion was approved unanimously by all of the Commissioners.

Treasurer Howk mentioned that he will be out of town for the next Commission meeting on March 4th.

Chairman Garrett asked if there were any questions on the Treasurer's report. Seeing none, we moved on to the Business Manager's report.

BUSINESS MANAGER FITCH advised that we have received the second installment from the Town of Brighton this past Friday in the amount of \$5,139,374.19. We will be following up with the Town of Pittsford tomorrow to find out when we can expect those funds for the tax levy.

Business Manager Fitch requested a resolution be passed so that we can discard the records per the retention schedule that we adopted. Commissioner Jeffries made the motion and Commissioner Wright seconded the motion to discard the necessary records per the State Retention Schedule and it was approved unanimously on a roll call vote.

Business Manager Fitch had nothing further to report.



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EXECUTIVE ASSISTANT FINIZIO requested approval of the minutes as submitted. A motion was made by Commissioner Wright and seconded by Commissioner Jeffries to approve the minutes as submitted and the motion was unanimously approved by all of the Commissioners.

Chairman Garrett then asked if there was anything else.

Chairman Garrett then asked if anyone else had anything additional for the regular portion of the meeting. Since there was nothing else, he asked for a motion to go into Executive Session.

Commissioner Wright made the motion and Commissioner Metzger seconded the motion that we go into Executive Session at 5:41pm to discuss three personnel items.

Commissioner Jeffries made the motion and Commissioner Metzger seconded the motion that we come out of Executive Session at 6:03pm where no action was taken.

Commissioner Wright made the motion and Commissioner Jeffries seconded the motion to adjourn the meeting at 6:05pm.

Respectfully submitted,

Dina Finizio
Executive Assistant / (Acting Secretary)