



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 - 10/18/22

MEMBERS PRESENT: Commissioners Jeffries, Metzger, Potter and Wright, Treasurer Howk, Business Manager Fitch, Deputy Chief Peartree and Retired Captain Fred McCarthy. Chairman Garrett and District Director Aroesty arrived at 5:15 due to a fire call. Chief Hiller arrived at 5:45 due to a meeting.

COMMISSIONER JEFFRIES OPENED THE PUBLIC HEARING ON CHAIRMAN GARRETT'S BEHALF at 5:00 pm. Tonight, is October 18th, 2022 and Commissioner Jeffries noted that Commissioners Metzger, Wright and Potter are present, as well as Treasurer Howk and Business Manager Fitch are all in attendance.

This is the Brighton Fire District public hearing for the proposed 2023 budget. The proposed budget has been prepared in accordance to the New York State law. It has been posted by our official newspaper, The Daily Record, the signboard out in front of Station #1, on the Fire District website and on the websites for both the Towns of Brighton and Pittsford. We specify that this is the time and date of the public hearing, which is annually held. Prior to the public hearing, we will hear from District Treasurer Howk, who will make a brief presentation about the budget.

TREASURER HOWK explained that we have established the proposed budget, which was reviewed by the Board of Fire Commissioners for the year 2023. We budgeted \$913,600 for our operating expenses, \$235,000 for our non-operating expenses and \$6,417,148 for our personnel expenses. The total budget in 2023 is for \$7,565,748. Our Revenue budget equals the amount of our total budget. The estimated balance for our Equipment Capital Reserve Fund is \$1,131,000 and our estimated balance for our Firehouse Capital Reserve Fund is \$354,200. Treasurer Howk asked if there were any comments or questions. There were none.

CHAIRMAN GARRETT then asked if any of the Fire Commissioners or anyone else here have any questions on the proposed budget. There were no questions. Chairman Garrett asked for a motion to set the budget with the date of today, which would be October 18, 2022. Commissioner Jeffries made the motion and Commissioner Potter seconded the motion to close the hearing for the 2023 proposed budget and the motion was unanimously approved by all of the Commissioners. Chairman Garrett said that the budget hearing is closed.

CHIARMAN GARRETT opened the Commission Meeting at 5:30 p.m.



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EXECUTIVE DIRECTOR AROESTY stated that the two Explorers we had on order are in Rochester and we expect to take delivery on Friday, October 21. District Director Aroesty stated that we are in the process of scheduling upfitting and marking. More updates to follow.

Commissioner Jeffries asked who was getting the two Explorers.

District Director Aroesty replied that the vehicles are for the Volunteer Response program.

District Director Aroesty stated as far as the upfitting goes, all of the materials for the upfitting are in stock locally and we will be scheduling the installation.

District Director Aroesty stated that the public vote on October 11 regarding the Referendum to sell Quint 300 passed. We had 18 total voters all in favor of the Referendum. District Director Aroesty stated that we advertised the Quint through the Fire Coordinator's office and we also solicited valuations from two reputable vendors that we use to determine a fair market value. One is Brindlee Mountain Fire Apparatus and the other is Command Fire Apparatus. We did not receive any offers through our own advertisements but in soliciting a fair market value, we had two offers. One was for \$225,000 and the other one was for \$240,000. District Director Aroesty is asking the Commission to approve the sale of Quint 300 to Command Fire Apparatus for \$240,000. A motion was made by Commissioner Jeffries and seconded by Commissioner Wright to sell Quint 300 to Command Fire Apparatus for the sum of \$240,000 and the motion was approved unanimously by all of the Commissioners.

Chairman Garrett asked if there were any questions.

Commissioner Jeffries asked the timing for Command Fire Apparatus to take possession of Quint 300.

District Director Aroesty stated that Quint 300 has been taken out of service and we have removed all of the equipment off of Quint 300. District Director Aroesty stated that we will need to have a pump test and aerial certification completed. The pump test is scheduled for Wednesday and the aerial certification is scheduled for next week. Once those are satisfactory and completed, Quint 300 will be gone within 10 to 14 days.

District Director Aroesty stated that since we have not had any public meetings here since the beginning of COVID, we need clarification. District Director Aroesty wanted to clarify that we have a public meeting room use policy and the requirement is if someone is going to use our Firehouse for a public meeting, there has to be someone from the District/Department, as a representative, to chaperone the meeting. Due to the Station 1 not having a Dispatcher here 24/7, we cannot commit to having somebody here to



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give them access to the building for a meeting. District Director Aroesty wanted this in the minutes so when District Director Aroesty gets a request from time to time to use our facility to hold a public meeting, it is very important that everyone is on the same page with our rationale why we do not hold public meetings here. District Director Aroesty stated that we do allow the Board of Elections and the Brighton Police or other people in public service to use our facility, but for the general public to just come in for an unsupervised meeting, we are not set up for that.

District Director Aroesty said that was all he had to report unless anybody had any questions.

District Director Aroesty said he had nothing to discuss in Executive Session.

Chairman Garrett asked if there were any questions of the District Director. There were none.

Chairman Garrett asked if anyone had anything to report.

Retired Captain Fred McCarthy thanked the District for everything that they do for the retirees.

Chairman Garrett asked if any of the Commissioners had anything to report.

Commissioner Wright asked if everyone saw the email regarding the November 17 MCFDOA meeting. One of the things that Monroe County Fire District is asking us is to participate in a survey due to the lack of participation in the meetings. Commissioner Wright has spoken to Commissioner Potter about the survey and mentioned that he knew District Director Aroesty has attended the meeting in Brockport and asked if District Director Aroesty could take care of it. District Director Aroesty agreed to take care of the survey.

Commissioner Metzger reported that the organization had their first DEI meeting last night and was attended by 100% of the people that were supposed to participate. Commissioner Metzger stated we are taking baby steps and we are planning a meeting next month.

Commissioner Metzger stated that the Fire Department had a drill/informational meeting for the public to try to recruit volunteers. We had approximately 11 attendees which were mostly Brighton residents. As many of you know, we were getting a lot of people but not from around here so we are trying different targeted approach. Commissioner Metzger stated we have one member joining in November who was already in the process and will hopefully have more in January so the year will start out well.



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Commissioner Metzger stated as most of you know, Open House was also Sunday and it appeared that attendance may have been down a little. SEC Tracy did a great job. We had a lot of people from the outside demonstrating, we had lots of volunteers and it was a beautiful day so I think it worked out very well. Commissioner Metzger said there are some ideas on how to get more people in the future. One of the things that I think attracted people to both Sunday and Monday was that the Department sent out post cards to every resident. On one side it talked about the open house and on the other side it talked about recruitment events. Commissioner Metzger stated that residents indicated they attended the informational meeting because of the postcard that was sent out.

Chairman Garrett stated that our next commission meetings are Thursday, November 3, and Tuesday, November 15 at 5:30 pm and Thursday, December 1, and Tuesday, December 13 at 5:30 pm. The Election is on December 13. Commissioner Jeffries will not be able to attend the November 15 meeting. Chairman Garrett is proposing that we have a short meeting on Thursday, December 29 at 5:00 pm to pay the bills.

We moved onto the Treasurer's report.

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 \$178,670.21. 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. A motion was made by Commissioner Wright and seconded by Commissioner Potter to pay the bills as audited and the motion was approved unanimously by all of the Commissioners.

Treasurer Howk stated that we have two resolutions which need to be voted on. The resolution to override the tax cap needs to be voted on first. This resolution states that the Board of Fire Commissioners votes to exceed the Budget cap for the 2023 Budget. The proposed budget does not exceed the cap, but in the event that an error in the calculations was made, the District would still be able to meet its obligations.

Chairman Garrett asked if there was any further discussion. The motion was made by Commissioners Metzger/Potter to approve to override the tax cap and it was approved unanimously on a roll call vote.

On a roll call vote, the following were recorded:

Ayes: Garrett, Metzger, Jeffries, Potter and Wright
Nays: None
Excused: None



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The second resolution is in the manner of the budget and tax levy for 2023 of the Brighton Fire District. We must adopt a proposed budget for 2023. The Board of Fire Commissioners have considered the proposed budget, with comments received and passed a resolution previously to override the real property tax and budget. The Board of Fire Commissioners hereby approves the final budget of the Brighton Fire District for the year 2023 in the amount of \$7,565,748. The motion was made by Commissioners Wright/Potter to approve the 2023 budget and it was approved unanimously.

On a roll call vote, the following were recorded:

Ayes: Garrett, Metzger, Jeffries, Potter and Wright
Nays: None
Excused: None

Treasurer Howk has nothing further to report.

Chairman Garrett said we will move on to the Business Manager's report.

BUSINESS MANAGER FITCH is requesting approval of the minutes as submitted. A motion was made by Commissioner Potter and seconded by Commissioner Wright to approve the minutes as submitted and the motion was unanimously approved by all of the Commissioners.

Business Manager Fitch presented two resolutions. The first is to authorize Business Manager Fitch to publish the legal notice of the annual election on December 13th, which is required by the Board of Elections. The motion was made by Commissioners Wright/Potter to approve the publishing of the annual election and it was unanimously approved on a roll call vote.

The second resolution is to set the date of December 5th for the preparation of the election rolls. The motion was made by Commissioners Jeffries/Potter to approve the date of December 5th for the preparation of the election rolls and it was unanimously approved on a roll call vote.

Business Manager Fitch also stated that there will be a blood drive on November 2 from 12 pm to 5 pm at Station 1.

Business Manager Fitch had nothing further.

We then moved on to the Chief's report.

CHIEF HILLER stated that there have been 1,989 year-to-date with nothing of significance since our last meeting.



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This is the end of Chief Hiller's report. Chief Hiller said that he had one personnel item for Executive Session.

Chairman Garrett asked if anyone else had anything additional for the regular portion of the meeting. There were none. Since there was nothing else, he asked for a motion to adjourn.

A motion was made by Commissioner Jeffries and seconded by Commissioner Potter to go into Executive Session at 5:50 pm to discuss one personnel item.

A motion was made by Commissioner Jeffries and seconded by Commissioner Wright to come out of Executive Session at 6:02 pm, where no action was taken.

A motion was made by Commissioner Jeffries and seconded by Commissioner Wright to adjourn the meeting at 6:03 pm.

Respectfully submitted,

Michele Fitch
Business Manager/ (Acting Secretary)