



BRIGHTON FIRE DISTRICT

3100 EAST AVENUE
ROCHESTER, NEW YORK 14610-3522
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www.brightonfd.org

BRIGHTON FIRE DISTRICT BOARD OF COMMISSIONERS - 10/19/21

MEMBERS PRESENT: Acting Chairman Jeffries, Commissioners Potter and Wright, Chief Hiller, Executive Director Aroesty, Treasurer Howk, Business Manager Fitch, Deputy Chief Peartree and Acting Lieutenant Dailey and Chairman Garrett via zoom. Excused: David Metzger.

ACTING CHAIRMAN JEFFRIES OPENED THE PUBLIC HEARING ON CHAIRMAN GARRETT'S BEHALF at 5:00 pm. Tonight, is October 19th, 2021 and Acting Chairman Jeffries noted that Commissioners Wright and Potter are present, as well as the Executive Director, Chief Hiller, Treasurer Howk and Business Manager Fitch are all in attendance.

This is the Brighton Fire District public hearing for the proposed 2022 budget. The proposed budget has been prepared in accordance to the New York State law. It has been posted by our official newspaper, The Brighton Pittsford Post, 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 2022. We budgeted \$1,013,700 for our operating expenses and \$6,395,000 for our personnel expenses. The total budget in 2022 is for \$7,408,700. Our Revenue budget equals the amount of our total budget. The estimated balance for our Equipment Capital Reserve Fund is \$827,483 and our estimated balance for our Firehouse Capital Reserve Fund is \$287,659. Treasurer Howk asked if there were any comments or questions. There were none.

ACTING CHAIRMAN JEFFRIES then asked if any of the Fire Commissioners or anyone else here have any questions on the proposed budget. There were no questions. Acting Chairman Jeffries asked for a motion to set the budget with the date of today, which would be October 19, 2021. Commissioner Wright made the motion and Commissioner Potter seconded the motion to close the hearing for the 2022 proposed budget and the motion was unanimously approved by all of the Commissioners. Acting Chairman Jeffries said that the budget hearing is closed.

ACTING CHIARMAN JEFFRIES opened the Commission Meeting at 5:17 p.m.

Acting Chairman Jeffries then stated that in the regular part of the meeting, we will have a resolution to override the real property tax cap for our 2022 budget. The Resolution states that whereas the Board of Fire Commissioners of the Brighton Fire District must adopt a proposed budget for 2022 and so forth. The board has determined that the financial needs of the Brighton Fire District and the Brighton Fire Department for the fiscal year 2022 cannot be supported by a budget that would comply with the real property tax cap of 2%. Therefore, the Board of Fire Commissioners hereby approves to override the real property tax cap for the 2022 budget in order to permit an annual



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BRIGHTON FIRE DISTRICT BOARD OF COMMISSIONERS 10/19/21 PAGE 2 **ACTING CHAIRMAN JEFFRIES CONTINUED**

real property tax levy that will exceed the real property tax cap permitting only a 2.0% increase in said tax levy and result in a final annual fire district budget in the amount of \$7,408,700. The adoption of the Resolution was duly put to a vote with a motion made by Commission Wright and seconded by Commissioner Potter.

On a roll call vote, the following were recorded:

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

The second resolution is in the manner of the budget and tax levy for 2022 of the Brighton Fire District. We must adopt a proposed budget for 2022. The Board of Fire Commissioners consider 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 2022 in the amount of \$7,408,700. The motion was made by Commissioners Potter/Wright to approve the 2022 budget and it was approved unanimously.

We then moved on to the Chief's report.

CHIEF HILLER stated that there have been 1,805 year-to-date. Since our last meeting, we had 2 EMS life saves. Chief Hiller said one happened on Captain Hahn's group and the other one on Lt. Jeffries' group. One of them was an overdose and last we were told both patients were alive. Chief Hiller stated we consider these saves and stated jobs well done.

Chief Hiller said that the Ring neighborhood program that we discussed at the September 9 meeting is now live. Chief Hiller had a meeting yesterday and stated that we can now communicate with our neighbors through ring for critical incidents for their public safety.

Chief Hiller will be out of town November 2 – 4, 2021 and Deputy Chief Peartree will be Acting Chief.

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

Acting Chairman Jeffries asked if anyone had any questions on the Chief's report. Commission Potter asked Chief Hiller if there were any plans using 302 as one of the numbers on our trucks? Chief Hiller



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BRIGHTON FIRE DISTRICT BOARD OF COMMISSIONERS 10/19/2021 PAGE 3 **CHIEF HILLER CONTINUED**

indicated that he would not be opposed to numbering the truck at Station 2 302 unless there were any objections. There were not any objections. This will be looked into.

Chief Hiller stated that we are going to need to replace some of our ice and cold-water rescue suits due to some of them rotting. Chief Hiller is working on getting exact numbers, but stated he thought the ice and cold-water rescue suits were approximately \$800. Chief Sands is working with Lt. Donovan on pricing.

Acting Chairman Jeffries said we will move on to the Executive Director's report.

EXECUTIVE DIRECTOR AROESTY mentioned that a few meetings back we updated our Procurement and Purchasing policy and had our accountant, The Bonadio Group, review the procedure. After complete review with The Bonadio Group, a few changes need to be made. One of the changes is adding clarifying language regarding the piggybacking section, and language referencing the General Municipal Law Section. The other section that we are updating is the purchase of apparatus and equipment contracts from other agencies. We added clarification relative to non-standardized items which a lot of time when purchasing items with the HGC contract, there are non-standardized built in that. We wanted clarification on how to deal with that. With those changes, Executive Director Aroesty would like to get approval of the commission on our updated Procurement and Purchasing policy. The adoption of the Resolution was duly put to a vote with a motion made by Commission Potter and seconded by Commissioner Wright.

On a roll call vote, the following were recorded:

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

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

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

Acting Chairman Jeffries asked if there were any questions of the Executive Director. There were none.

CHIEF HILLER stated that he had submitted a draft for the Operating Guideline to the Commissioners for their review and discussion for tonight. Both the career line and line officers met last night and there were no comments on the draft and discussed the purpose of this Operating Guideline is to minimize the amount of radio traffic with apparatus and the officers. Given that there has been an upgrade and change



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BRIGHTON FIRE DISTRICT BOARD OF COMMISSIONERS 10/19/21 PAGE 4

to mobile responder, which is CAD, Chief Hiller felt it was an opportune time to give this a try. With the District's approval, Chief Hiller would like approval of the Operating Guideline. Acting Chairman Jeffries gave Chief Hiller approval to move forward with the Operating Guideline.

Acting Chairman Jeffries asked if any of the Commissioners had anything to report. The Commissioners had nothing to report.

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 \$170,756.98. 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.

Acting Chairman Jeffries asked if any of the attendees had anything to report. The attendees had nothing to 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 her to publish the legal notice of the annual election on December 14th, which is required by the Board of Elections. Chairman Fred McCarthy, Inspector Robert Lyons, Clerk Joshua Boress will be presiding over the 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 November 29th for the election rolls. The motion was made by Commissioner Wright/Potter to approve the date of November 29th for the election rolls and it was unanimously approved on a roll call vote.

Business Manager Fitch stated that due to the change in Executive Director Aroesty's position from Executive Director, we need to make an amendment to the Nationwide Retirement Plan. The change does not affect any of the other participants. The motion was made by Commissioner Potter and seconded by Commissioner Wright to amend the Nationwide Retirement Plan.

Business Manager Fitch had nothing further.



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BRIGHTON FIRE DISTRICT BOARD OF COMMISSIONERS 10/19/21 PAGE 5

Acting Chairman Jeffries then asked if anyone else had anything additional for the regular portion of the meeting.

Executive Director Aroesty stated that he wanted in the Minutes that the following are attending VCOS in November: Executive Director Aroesty, Commissioner David Metzger, Lieutenants Meagher, Gulick and Benson, SEC Tracy, Firefighters Chambers, Burger, Halpern and Nolan.

Acting Chairman Jeffries 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 Potter and seconded by Commissioner Wright to go into Executive Session at 5:30pm to discuss two personnel items.

A motion was made Commissioner Potter and seconded by Commissioner Wright to come out of Executive Session at 5:42 pm, where no action was taken.

A motion was made by Commissioner Potter and seconded by Commissioner Wright to adjourn the meeting at 5:42 pm.

Respectfully submitted,

Michele Fitch
Business Manager/ (Acting Secretary)