

**UNION CENTER FIRE COMPANY**  
**COMPANY MEETING**

May 1, 2017

**PRESENT:** J. Brown, D. Hoeflein, B. Polhamus, G. Roberts, J. Buonomo, C. Buonomo, A. Greenlee, K. Greenlee, J. Drotar, C. Hoyt, W. Miga, A. Silvestri, S. Meschter, K. Miga, R. Fiori, F. Trzcinski, T. Meschter, G. Greenlee

**CALLED TO ORDER:** 19:55

**MINUTES FROM:** 04/03/2017 **ACCEPTED:** F. Trzcinski, seconded by J. Drotar

***TREASURER'S REPORT***

Activity checking: \$7178.32  
General checking: \$25,676.95

Activity: \$2149.44  
2% Money: \$5028.88

- The mortgage for Station 1 has been paid off.
- We made the down payment on the new truck and obtained the municipal loan for it as well.

**ACCEPTED:** J. Drotar, seconded by R. Fiori

***BILLS AND COMMUNICATIONS***

We received a thank you note from the family of William Kerila (Dan Kerila's grandfather) for the sympathy arrangement/plant that we sent. They donated it to the residents of Mercy House to enjoy.

Maine American Legion, Post 1390 will hold its annual Town of Maine Memorial Day Parade on May 29, 2017 at 9 a.m. Staging is at Maine Memorial School. Information is posted on the bulletin board at Station 1.

Western Broome Veterans Memorial Parade will take place on May 29, 2017 at 10:30 a.m. (staging at 10 a.m. at Huron parking lot #34). There will be a service at 11 a.m. at Veterans Memorial Park at the end of the parade, followed by a service at Vestal Monument Park at Four Corners. Information is posted on the bulletin board at Station 1.

The Red Cross sent a schedule for volunteer information/recruitment sessions taking place in Binghamton and Ithaca this summer. It is posted on the bulletin board at Station 1.

## **BOARD COMMUNICATIONS**

Members Not in Good Standing due to quarterly hours:

- J. Becker
- J. Drotar
- M. Wiley

(Reminder: If you are a MNIGS, you cannot go to calls until you are up to date with your training hours.)

Members currently inactive due to quarterly hours:

- E. Belensky

We signed the contract on the new truck, with the salesman and the truck committee present, making everything official.

## **OFFICER REPORTS**

### **CHIEF:**

- The SCBA grant has not been awarded yet. However, 3 weeks ago they requested direct deposit banking information, which is a good sign for us.
- The new bladder packs that were put into service and were leaking were found to have a defect. They have been recalled due to our complaint and numerous complaints from others. We will be keeping the ones we have until a new shipment arrives and is checked out by the company. If that shipment is okay, they will send us the new bladder packs and we will return the ones we have. It could be 3 weeks before they get the new shipment.
- Driver training forms are now online. There is paperwork that needs to be printed and filled out prior to driver training actually taking place, so don't just show up at training expecting to go out and drive. If you have any questions, please ask me.
- I am working with J. Mann to determine who needs new gear. We will not go through MES for gear due the problems we had last time. Another vendor is carrying our brand.
- A new cordless tool set will be in the bag on the Pumper Tanker and can be used here at Station 1 if needed.

**FIRST ASSISTANT CHIEF:** None.

**SECOND ASSISTANT CHIEF:** None.

**DAY CAPTAIN:** None.

### **NIGHT CAPTAIN:**

- Thank you to everyone who showed up for Recruitment Day on Saturday.

**FIRST LIEUTENANT:**

- The Red Cross dropped off smoke detector information flyers which I put on the Pumper Tanker and the Squad. They contain information for people who do not have smoke detectors. They can call the Red Cross and the Red Cross will install free smoke detectors in any residential home.

**SECOND LIEUTENANT:** None.

**FIRE POLICE CAPTAIN:** None.

**EMS:** None.

**FIRE MARSHAL:** None.

**SAFETY OFFICER:** None.

**MAINTENANCE:**

- It is no longer necessary to add diesel additive to the fuel if used recently. It is fine.
- All small vehicles have been inspected and serviced for the year. There were no major issues.
- Driver's side rear cab door's grab handle on the Squad has been repaired.
- The battery for the portable Pelican light on the Pumper Tanker has been replaced with a new one.
- I have started a list of issues or needed repairs for the rest of the fleet. Service should be starting next month. Keep the online forms coming, if anything should come up.

**AIR/CASCADE:**

- The fill station door is fixed. Please keep an eye on it and notify me of any issues.
- There were several instances lately where bottles were filled with the booster and then put back facing outward on the rack as if they were full and ready to use. However, when the bottles cooled down they were not actually full, as the booster stops filling right at 45 psi. If you are using the booster to fill more than half a bottle, put the bottle back on the rack as though it needs to be filled. Then after it cools down it can be topped off.

**TRAINING:**

- Endwell requested a tanker at 19:00 on May 22, 2017 for tanker operations and we need a crew for this.
- S. Knapp and C. Nally have skill proficiency sheets for boot camp. Regardless of what is going on during Tuesday or Saturday training, please have someone work with them to sign off on these sheets before boot camp starts.
- The state class that was rescheduled will be taking place tomorrow night, May 2, 2017.
- Maine has a TFT nozzle demonstration set up for May 8, 2017 at their station at 19:00.

**HEALTH/SAFETY:** None.

**AUDIT:**

(J. Drotar)

- We did an audit last week and all the records looked good.
- Please review your purchase orders and understand who should be signing them. You should not be signing off to approve them and reimburse yourself.

(S. Meschter)

- I printed out purchase orders with the account owners listed on the back. These are the people who can sign the purchase orders. On the website you can look at "Accounts", where it lists who the account owners are and what items fit under which accounts.

**PARADE:** See Bills and Communications section.

**AUXILIARY:**

- Thank you to everyone who came to Recruitment Day on Saturday.
- We are planning a game night for the whole company on June 3, 2017 starting at 18:30. Please bring a hors d'oeuvres-type snack and a game.
- The pavilion for the company picnic (on August 19, 2017) at Greenwood Park is in the process of being reserved. I have brochures available for camping if you are interested.
- If we can get two grills for the chicken barbecue (on June 17, 2017), we will cook at both stations; otherwise we will cook only at Station 1. I will have more information regarding this before the auxiliary meeting on May 10, 2017 at 18:30. Anyone who wants to help out with the barbecue can attend this meeting.

**BYLAW:**

- We are voting on the bylaw proposal to eliminate all references to the fire marshal position in the bylaws. We received no feedback or questions regarding this.

YES: 13

NO: 0

ABSTAIN: 0

**B. C. FIREFIGHTERS ASSOCIATION:** None.

**WEBSITE:** None.

**RETENTION/ RECRUITING/ MEMBERSHIP:**

- On Recruitment Day one person showed up at Station 2. He is very enthusiastic, but he is only 15 years old. He will turn 16 in December and will get in touch with us again at that point. He lives on North Rogers Ave.

**ELECTION OF NEW MEMBERS:** None.

### **MEMBERS COMING OFF PROBATION:**

- Christina Buonomo and Joe Becker were both recommended to have their probation extended for 3 months. Joe Becker has not been coming around very often and is now actually a Member Not in Good Standing. Christina has been very involved with the Auxiliary and even provided dinner for us tonight, but she still needs to do the NIMS classes.

### **SUNSHINE:**

- R. McConnell sent a thank-you card to our adoptive church, thanking them for the Easter baskets that they gave us.

### **TRUCK COMMITTEE:**

(C. Hoyt)

- The down payment was made on Thursday. The next step is to set up a pre-build with the company at end of May or early June (on their time schedule). This will take place at the factory in Hamburg, New York.
- W. Miga put a lot of work and time into setting up the loan with the municipal rate. This involved a lot of e-mails, announcement in the newspaper, a town board meeting, and a town hearing. I would like to thank him for all of the work he did to make this happen. The deadline to keep our loan rate was April 29, 2017 and the contract was signed on April 27, 2017. There was a time crunch, but we were able to save a lot of money.
- The truck build number is 141496. Once it is in production (after the pre-build), you will be able to enter the truck number on the truck company's website to view pictures and updates. There will be nothing to see until after the pre-build.

(W. Miga)

- I would like to thank the truck committee for the months and months of work. It will be exciting to see the end result of this whole process.

## ***OLD BUSINESS***

K. Battaglini is not here, so we do not have an update in regards to the building projects, but we know that he has been working on several items.

The generator at Station 1 is completely repaired and is set to come on if we lose power. It will also test itself every Tuesday night. The Station 2 generator is not working yet, but we have good news on that front. The repairman was able to work with the manufacturer to figure out the generator model and serial number by looking at the serial numbers of many of its parts. He got it started, but it did not keep running. The good news is that we will not have to purchase a new generator. He is in the process of troubleshooting and obtaining a part.

## **NEW BUSINESS**

We will now review the OSHA requirements for Auxiliary members and business members to satisfy PESH requirements:

- The Safety Data Sheets for hazardous materials are in the binder in the radio room at Station 1 with all of the rest of the binders.
- Do not use aerosols around stoves.
- The emergency exit locations at Station 1 were reviewed.
- Use appropriate PPE in the kitchen, such as aprons, oven mitts, and shoes with good traction.
- 8 hours of OSHA training is not required for business and Auxiliary members, only the required classes outlined in R. Bealo's e-mail. These do not necessarily total 8 hours and that is okay.

One of the items flagged by PESH is the old Bev-Air kegerator, which was flagged for requiring a three-prong plug. The Bev-Air has been sitting in the storage closet for years and is unlikely to be used by UCFC in the future. Rather than repairing it, we will bring it up for a membership vote to get rid of it. S. Meschter said that his son would take it and G. Greenlee suggested selling it. A motion was made to let S. Meschter's son have it for whatever donation he feels is appropriate.

YES: 13

NO: 0

ABSTAIN: 1

(C. Hoyt) If anybody has any suggestions for equipment for the DEC grant, let me know in the next couple of days. Otherwise we are going with brush fire PPE, like jumpsuits.

We have no one on the schedule to provide the food for the July and August business meetings, so we will be looking for volunteers at next month's meeting. Remember that it is not necessary to actually prepare the food yourself. You can just order it from somewhere.

Many thanks to C. Buonomo for the delicious meal!

**REFRESHMENTS FOR NEXT MEETING:** R. Fiori

**NUMBER ATTENDING:** 18, except three members left to go to a call and only two were able to return before the end of the meeting.

**VOTING:** 16 were eligible to vote, but A. Silvestri, G. Greenlee, and T. Meschter were gone during the first vote so only 13 voted. G. Greenlee and T. Meschter returned, but before the last vote C. Hoyt left the room, so only 14 voted.

**TIME ADJORNED:** Motion to adjourn made by C. Hoyt at 20:40 and seconded by J. Drotar. Everyone was in agreement.

**NEXT MEETING:** June 5, 2017

Respectfully submitted, *Karen S. Miga*

AUDIT REPORT

April 27, 2017

We have examined the financial records of the Union Center Fire Company, Inc. for the period September 21, 2016 through April 27, 2017 and found them to be in good order. This examination was performed by an audit committee and was conducted in accordance with generally accepted accounting procedures.

The examination of checkbooks, bank statements, returned checks, account balances and other materials revealed no errors or inconsistencies. All financial records and files were complete and securely keep. An excellent computerized system has been developed which identifies individual details, monthly, and yearly subtotals. All information was found to be accurate and in order.

Recommendations:

Make sure the paper people are signing PO orders

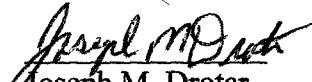
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Based upon the examination, we consider the financial statements for the period above to be an accurate summary of transactions conducted during that period.

Sincerely,  
The Union Center Fire Co. Inc Audit Committee

  
Joseph M. Drotar

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Kathleen Serowik

  
Frank Trzcinski