

**CALEDONIA FIRE DISTRICT**  
**May 13, 2020**

**MINUTES**

Present: Fire Commissioners Jim Dutton, Don Cook, Mark Schroeder,  
Mike Beavers and Ron Beach Jr.

Others Present: Secretary/Treasurer Sue Carson, Chief RJ Kantowski, Attorney  
Ray DiRaddo and Don Mosele

Due to the Covid 19 virus and NYS executive order, NYS on PAUSE, the meeting was held remotely via Google's Zoom.

Mr. Dutton requested roll be called by the Secretary with attendance reflected in the minutes.

The meeting was called to order by Chairman Jim Dutton at 6:30 p.m.

**Motion #048-2020**

Mr. Schroeder made motion, seconded by Mr. Cook and all approved to accept the April meeting minutes.

**Motion #049- 2020**

WHEREAS, the Board has been informed that the Caledonia Fire Department has approved the proposed membership of the following applicants, Michael Gulvin residing at 46 Handsome Lake Dr Caledonia, NY, Christina Kantowski residing at 3365 Brown Road, Caledonia NY and Steven Canne residing at 3251 East Avenue, Caledonia, NY within the territorial boundaries of the Caledonia Fire District/area protected and

WHEREAS, the Board has been further informed that the applicants have been cleared for membership based upon the successful completion of the arson/sex offense records check performed in accordance with Executive Law Section 837-o;

IT IS HEREBY RESOLVED, on motion of Commissioner Schroeder, seconded by Commissioner Cook, that applicants Michael Gulvin, Christina Kantowski and Steven Canne be approved for membership in the Caledonia Fire Department with a D status, subject to their completion of the oath of membership and subject to the six- month probationary requirements of the Caledonia Fire Department. On the roll call the vote was as follows:

- Dutton: Aye
- Beach: Aye
- Beavers: Aye
- Cook: Aye
- Schroeder: Aye

- **Motion #050- 2020**

Mr. Beavers made a motion, seconded by Mr. Beach and all approved to change Larry Silvernail's membership from social to active.

**Chief Kantowski's Report:**

- The fire report was not available for February, March and April and will be provided at the June meeting. The April fuel log was provided to the Secretary prior to the meeting.
- The 700 frequency radios require a Donegal to program them. Skywave has priced these at \$300. Finger Lakes Communications has indicated the District could use an USB flash drive and a three- wire button adapter. These are available through Amazon. The cost of the flash drive is \$47.61, and the button adapter is \$40.95.

**Motion #051-2020**

- Mr. Schroeder made a motion, seconded by Mr. Cook and all approved the purchase of the USB flash drive and three wire button adapter from Amazon not to exceed \$150 and reimbursement to Mr. Dutton, as he has agreed to purchase these items for the District.
- The District will help celebrate the following community recognitions by driving the Quint past these locations:
  - May 16
    - Maple St -Home from hospital
    - Neale Rd – Birthday and welcome home
  - May 23
    - North St – Birthday
- Mr. Dutton also noted C-11 and #118 also were driven in Jim Southcomb's funeral procession.
- The Chief inquired if there was any decision made upon the refurbishment of #116. The Commissioners noted they were waiting for feedback from Mike Knutowicz.

**Fire Commissioner's Reports**

- Mr. Cook requested updates from the Chief on the following:
  - How many past due fire reports are there? Response: February, March and April are outstanding.
  - Status of Heather Hogle's radio. Response: It has been returned to the District.
  - Tim Quinlan's gear. Response: Mumford is not interested in it due to the age.

- List of drivers able to obtain fuel at CMCS. Response: It has not been completed yet. Mr. Dutton and he will continue to work on it.
- Status of wireless winch. Response : Andrew Carpino has not provided an update.
- Mr. Cook commented recent Fire Commissioner training provided by Ray DiRaddo, recommended an additional signer be included on all bank accounts. This would help ensure a smooth transition if the Treasurer is not able to perform duties. A discussion was held regarding a possible deputy treasurer or assistant treasurer to step in if needed. The first step would be to find an individual who would be interested in this position.
- Mr. Dutton requested updates on the following from prior meetings:
  - Battery cover for #116. Chief stated it is not necessary.
  - Generator battery. Mr. Schroeder stated he will contact Caledonia Diesel to purchase this.
  - Dry Hydrant on McEwen Road. Mr. Schroeder has not had the chance to look at it.
  - Tractor Supply credit card application. Sue stated we have received the card and Chief Kantowski has it.
  - Past due Fire Reports – addressed previously. See page 2 Commissioner’s Report.
  - Status of Monroe County Radios – addressed previously. See page 2 Chief’s Report.
- A brief discussion was held regarding the progress of the Building Committee . Mr. DiRaddo suggested the following when the District is ready to obtain the real estate.
  - A purchase offer must be drawn up with any conditions.
  - An appraisal should be obtained
  - District hires an architect
  - Department must subdivide the property
  - Planning board approval is necessary
  - Obtain release of restrictions on current deed.
- Mr. Schroeder inquired if the District had sufficient amounts of personal protective equipment. The Chief assured the commissioners there is enough and Livingston County Emergency Management Services(LCEMS) will keep refilling the supply. The Chief also noted LCEMS will have 1,000 cloth face masks for distribution to Caledonia residents on May 23. Volunteers are needed to help.
- Mr. Schroeder stated there are additional cloth face masks at the dump and Marge Byrnes’ office also has hand sanitizer if anyone needs these.
- Mr. Dutton noted Livingston County Cares organization donated 40 bags of goodies to the District to thank the firefighters. Mr. Dutton also requested a thank you letter be sent to the group.

- Mr. Dutton expressed his appreciation to Don Mosele and the Fire Police for the excellent job they do.
- Mr. Dutton also thanked Ray DiRaddo for attending the meeting.
- Mr. Dutton suggested that the June meeting may be held in the Club Room and maintain social distancing.

### **Secretary Treasurer's Report**

#### **Motion #052-2020**

- Mr. Beach made a motion, seconded by Mr. Cook and all approved the purchase of checks from Intuit at a cost of \$260.

#### **Motion #053-2020**

- Mr. Beach made a motion, seconded by Mr. Cook and all approved the purchase of black, cyan, magenta, and yellow printer cartridges for the secretary treasurer's printer at a cost of \$115 and use of the District's credit card for the purchase.
- The District received notice the Walmart credit card had been cancelled due to lack of activity.
- Last month, check #5308 payable to the Village of Caledonia was made out in the incorrect amount of \$1,460. It should have been \$2,460. The corresponding voucher # 49 was in the correct amount of \$2,460, allowing payment to be made. Check #5315 was issued to the village in the amount of \$2,460 on 4/9/20 and check #5308 was voided. The abstract has also been documented and signed by Mr. Beavers and Mr. Beach.
- John Kellen's final payment for hose rack materials is being submitted for approval today. In February he had submitted an invoice to the District for payment under his company's name, Pipefitter Construction and Fabrication. After payment was made to the company, he requested the check be made out in his name. The commissioners approved this change at the next meeting but noted there was no receipt for miscellaneous steel stock in the amount of \$26.16. Captain Carpino volunteered to speak to John to determine if a receipt could be obtained. No communication between the two individuals occurred.  
Quotes were obtained for the miscellaneous steel stock by Mr. Dutton and John Kellen was paid the full amount of the voucher. Check # 5285 and #5304 were voided and voucher #28 and #45.
- The District received \$995.82 from Selective insurance glass claim on #114. This paid Ray Sands Glass in full. No deductible.

**Motion #054-2020**

- Mr. Beavers made a motion, seconded by Mr. Cook and all approved the Treasurer's Report and payment of vouchers #56-69 totaling \$9,029.97.

**Motion #055-2020**

- Mr. Schroeder made a motion, seconded by Mr. Beach and all approved adjourning the meeting at 7:28 p.m.

Respectfully submitted,

Susan J. Carson  
Secretary/ Treasurer