

Eggertsville Fire District

1880 Eggert Road
Eggertsville, New York 14226-2233

COMMISSIONERS:

BRIAN K. MULTERER – Chairperson
JOHN M. KWIATKOWSKI – Vice Chairperson
PATRICK M. GALVIN
CHRISTINA M. MASTRELLA
TYRONE P. SMITH

APPOINTED OFFICERS:

RAYMOND F. BRAUN
Secretary/Treasurer

July 10, 2025-DRAFT

Called the meeting to order at 5:30 p.m. by Chairman Multerer to interview Temporary Office Assistant candidates.

The Board Members signed a Meeting Waiver Notice for the Temporary Office Assistant candidate interviews prior to the Regular Board Meeting.

Attendance: Galvin, Kwiatkowski, Mastrella, Multerer and Smith. Also attending: Chief Whitehead Jr., David C. Mastrella, Brandon J. Peters and Braun.

List candidates:

Mr. David C. Mastrella
83 Newgate Road
Eggertsville, New York 14226

Mr. Brandon J. Peters
41 Hoviland Lane
Getzville, New York 14068

Ms. Rey Robertson
(street address not provided)

Ms. Julie Schworm
(street address not provided)

Ms. Samantha Wisniewski
2930 Eggert Road
Eggertsville, New York 14226

Mrs. Nicole L. Woodford
19 Harcroft Court
Eggertsville, New York 14226

Waiver notice signed

Chairman Multerer called for a motion to Suspend the Regular Order of Business to go into executive session. Motion by Mastrella, seconded by Galvin, to go into executive session, motion carried.

The board has successfully interviewed all candidates.

Motion by Multerer, seconded by Kwiatkowski, to appoint Nicole L Woodford as the Temporary Office Assistant, motion carried.

Chairman Multerer called for a motion to close the executive session, Motion by Mastrella, seconded by Smith, motion carried.

Minutes Approval:

Motion by Mastrella, seconded by Galvin, to approve the June 5, 2025 Regular Meeting Minutes as written, motion carried.

Motion by Multerer, seconded by Galvin, to approve the June 26, 2025 Special Meeting Minutes as written, motion carried.

Motion by Galvin, seconded by Mastrella, to approve the July 1, 2025 Special Meeting Minutes as written, motion carried.

Correspondence Sent:

06/06/2025 Letter sent via Email to M & T Bank regarding reinvestment of Capital Reserve Equipment Fund Certificate of Deposit.

06/06/2025 Letter sent via Email to M & T Bank regarding transfer of funds and reinvestment of Budget Fund Certificate of Deposit.

06/12/2025 Created Legal Notice for the Amherst Bee regarding the charge of July Board of Fire Commissioner Meeting from July 3rd to July 10th.

06/17/2025 Emails sent to Clarice Hart, Stefan Mendez and Derek Woodford Prospective Firefighter Physical Examination Notices with copies to Chief Whitehead Jr. and Lieutenant Hazzan.

06/17/2025 Email sent to Occustar Workplace Compliance with Prospective Firefighter Notices to Clarice Hart, Stefan Mendez and Derek Woodford.

06/25/2025 Email and Representation Letter sent to Lumsden & McCormick LLP regarding Annual Financial Report filing for Year 2024.

06/30/2025 Email and Letter sent to Mr. William M. Mattrey, Esq. advising him that the retainer agreement will end at the close of business on June 30, 2025.

07/02/2025 Emails with Letters sent to Temporary Office Assistant Applicants David C. Mastrella, Brandon J. Peters, Rey Robertson, Samantha Wisniewski and Nicole L. Woodford.

Correspondence Received:

06/05/2025 Affidavit of Publication Received from the Amherst Bee for the Legal Notice for Temporary Office Assistant.

06/11/2025 Letter received from the Town of Amherst Engineering Department, Traffic Safety Coordinator, advising approval of Major Site Plan Review Is Approved AS Submitted.

06/11/2025 Letter received from the Eggertsville Hose Company advising two Annual Fund Drive Events. First Annual Fund Drive Mailing May 1, 2025 to December 31, 2025. Second a Meat Raffle at Main Transit Fire Company Banquet Hall October 4, 2025, selling tickets from July thru October 2025.

06/11/2025 Information received from indeed for employers regarding job posting services in response to Temporary Employee Notice.

06/13/2025 Email received from Chief Whitehead Jr. requesting Prospective Firefighter Physical Examinations for Clarice Hart, Stefan Mendez and Derek Woodford.

06/16/2025 Email received from Ronald Trigilio, Architect, regarding Waiver of Liability for work he completed on behalf of the Fire District.

06/17/2025 Letter from the Town of Amherst Planning Department regarding Major Site Plan Update Zoning Enforcement Officer Review.

06/17/2025 Letter from the Town of Amherst Planning Department regarding Major Site Plan Update on Planning Board Agenda for June 26, 2025.

06/17/2025 Letter from the Town of Amherst Planning Department regarding Major Site Plan Update notification of area property owners.

06/19/2025 Affidavit Of Publication Legal Notice change of date for the July 2025 Board of Fire Commissioners Meeting.

06/20/2025 Non-Trade Confirmation Notice received from RBC Wealth Management for a LOSAP transaction dated 06/17/2025.

06/20/2025 Letter and Check received from Ameripride Linen Services Court Settlement Class Member lawsuit in the amount of \$11.56.

06/25/2025 Form W-9 Taxpayer Identification Number and Certification received from Positive Promotions, Inc.

07/02/2025 Affidavit of Publication received from Amherst Bee for July 2025 Regular Meeting Date Change.

07/02/2025 Responses received from Temporary Office Assistant Applicants Brandon J. Peters, Samantha Wisniewski and Nicole L. Woodford advising they will attend the interviews.

07/03/2025 Response received from Temporary Office Assistant Applicant Rey Robertson advising she will attend the interview.

07/03/2025 Letter from the Town of Amherst Planning Department regarding the Major Site Plan Review. Copies forwarded to each Board member.

07/10/2025 Response received from Temporary Office Assistant Applicant David C. Mastrella.

Motion by Mastrella, seconded by Kwiatkowski, to receive and file the correspondence, carried unanimously.

Chief's Report:

- Exclude members joining after April from current considerations.
- Physicals scheduled for Wednesday, October 1, 2025; confirmations required.
- Firefighter Roderick Peoples is out of service due to foot surgery.
- Six firefighters requested to attend flashover training: total cost \$750 at Harris Hill.
- Proposed communications room renovation of under \$2,000; details to be presented in August.
- Purchase requests: \$750 for flashovers, \$1,000 for radio batteries, \$200 for Minitor batteries (set of 10), \$412 for open house burn room materials.
- Waterway hose testing scheduled for August 27, 2025, at 8 a.m.
- Open house set for August 16, 11 a.m. to 3 p.m.
- Board approval needed for insurance for Clarice Hart and Derek Woodford.
 - Motion by Kwiatkowski, seconded by Mastrella
- Approved purchase of fire foam for \$1,600.
 - Motion by Multerer, seconded by Galvin
- Approved replacement of AA, AAA, and traffic baton batteries for \$505.
 - Motion by Mastrella, second by Braun
- Five gas meter requires calibration, sensor replacement, and adjustment; cost \$1,972; decision tabled pending quotes for new unit.
- Approved purchase of portable radio batteries cost \$1,014.
 - Motion by Smith, seconded by Galvin
- Approved purchase of Minitor batteries cost \$200.
 - Motion by Multerer, seconded by Mastrella

- Approved purchase of Open House Supplies cost \$412.32
- Motion by Smith, seconded by Mastrella
- Approved donation or surplus of old equipment and hoses; 16 lengths of 1¾" and 6 lengths of 2½" hose identified as surplus.
- Motion by Mastrella, seconded by Smith

- Hoses over 15 years old to be donated to the Tonawanda Towers, pending board approval; no donation credit due to tax status.

President's Report: No Report

Report of Committees: No Report

Alarm and Hydrant Committee:

- Issue in the loft was fixed.

Apparatus Committee:

- Committee formed for Engine 2 replacement: meeting scheduled for July 20.
- Truck 6 replacement ordered; expected delivery in 2028.
- Rescue 5 replacement pending district attorney review.
- Rescue 7 replacement process begins soon.
- Plan discussed for apparatus-wide replacement; financial feasibility concerns raised.
- Attorney review for Rescue 5 not yet initiated, awaiting committee/board direction.
- Plan for Apparatus replacement as of December 2024 Budget of \$4.1 million
 - Rescue 5 replaced in 2025 for \$500k
 - Truck 6 replaced in 2026 for \$2.8 million
 - Rescue 7 replaced in 2026 for \$95k
 - Rescue 7-1 replaced in 2027 for \$85k
 - Engine 2 replaced in 2028 for \$1 million
 - Rescue 5-1 replaced in 2029 for \$95k
 - Chief Vehicles replaced in 2031 for \$100k/each

Convention Committee: No Report

Finance Committee:

- Approved expense reimbursements: Christina (\$464.02) and David Mastrella (\$387) for NFBA conference.
- Ray's home equipment is incompatible with Windows 11; replacement required.
- Training room touchscreen replacement needed; \$200 cost difference to cover.
- EAP program renewal approved for 65 individuals at \$29.58 each.
- Bills approved: \$293,959.07 total.
- Multiple Key Bank and M&T Bank CD transactions authorized, amounts ranging from \$200,000 to \$804,224.52 at 2.90%-3.70% interest, with reinvestment instructions.
- Authorized Treasurer to sell M&T Bank Capital Reserve Land and Building Fund CD: \$1,576,163, 12 months, 4% interest, due August 6.
- Approved reinvestment of principal and interest in new M&T Bank CD at best available rate and term.
- Emphasized importance of reviewing budget line items in regular financial recaps to monitor available funds.
- Annual inspection and walkthrough scheduled for August meeting at 6:00 PM, to inform budget planning.
- Fund drive activities and insurance coverage for events (raffle, open house) approved.
- Treasurer authorized us to manage and reinvest capital reserve funds as needed.

Health Care Committee: No Report

House Committee:

Basic site plan was approved but items that need to be remediated. Additional details will be brought to the town for additional approvals.

20 yards of topsoil approved for \$780; supplier and delivery details pending.

Communications room update proposed: remove cabinets, add 2 monitors, and a new countertop. Estimated cost for update: \$2,000; exact figures to be provided next month. House Committee to confirm details and bring cost estimate.

The board will review documents that have been brought forward regarding the previous attorney and the lawsuit. They will review and provide feedback by noon 7/11/25 to bring to the new attorney.

Information Technology Committee:

Monitor needed for communications room that is touch screen cost \$200

- o Motion by Kwiatkowski seconded by Galvin

Secretary/Treasurer Desktop Computer at home will not accept Windows 11. Estimate from Great Lakes IT Services \$1,290.00.

- o Motion by Multerer, seconded by Mastrella

Inspection Committee:

We have secured Wurlitzer for the inspection in 2026

Insurance Committee:

EAP program renewal approved for 65 individuals at \$29.58 each.

- o Motion by Kwiatkowski, seconded by Mastrella

Jacket and Uniform Committee: No Report

Service Awards Committee:

Meeting will be setup with Rogers 8/7/25 7:00 PM and he will set up a Webex.

Motion to accept the committee reports Mastrella, seconded by Smith.

Unfinished Business:

Recommendation was made to have the board complete a walkthrough of the building at 6 pm prior to the August 7th, 2025 meeting to potentially identify any issues that should be added to the budget meetings in September.

- o Motion made by Smith, seconded by Multerer

Letter was submitted from W. Bulleigh for insurance coverage for the upcoming fundraisers 8/16/25 Open house that will include a basket raffle and the Meat Raffle that will be held at Main Transit.

- o Motion made by Galvin seconded by Mastrella

New Business:

Gillson requested training room on 7/26/25 for son's graduation

- o Motion by Multerer seconded by Mastrella

Treasurers Report:

Motion by Kwiatkowski, seconded by Smith, to pay the bills in the amount of \$293,959.07 as detailed on the attached breakdown, carried unanimously.

On 06/30/2025 a Key Bank Capital Reserve Land and Building Fund Certificate of Deposit in the amount of \$200,000.00 for 91 days at 2.90% interest came due. Interest earned \$1,466.11, total return on the investment \$201,466.11.

On 06/30/2025 a Key Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$750,000.00 for 91 days at 2.90% interest came due. Interest earned \$5,497.91, total return on the investment \$755,497.91.

On 07/03/2025 Purchased a Key Bank Capital Reserve Land and Building Fund Certificate of Deposit in the amount of \$201,466.11 for 90 days at 2.90% interest coming due October 1, 2025.

On 07/03/2025 Purchase a Key Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$755,497.91 for 90 days at 2.90% interest coming due October 1, 2025.

Motion by Mastrella, seconded by Smith, to authorize the Treasurer to sell a Key Bank Capital Reserve Land & Building Fund Certificate of Deposit in the amount of \$750,609.54 for 91 days at 2.90% interest coming due July 11, 2025 and to reinvest the principal and interest in a new Key Bank Capital Reserve Land & Building Fund Certificate of Deposit at the best interest rate and time period available, motion carried.

Motion by Multerer, seconded by Mastrella, to authorize the Treasurer to sell a Key Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$804,224.52 for 91 days at 2.90% interest coming due July 11, 2025 and to reinvest the principal and interest in a new Key Bank Capital Reserve Truck Fund Certificate of Deposit at the best interest rate and time period available, motion carried.

Motion by Smith, seconded by Mastrella, to authorize the Treasurer to sell an M & T Bank Capital Reserve Equipment Fund Certificate of Deposit in the amount of \$201,233.33 for 60 days at 3.70% interest coming due August 5, 2025 and to reinvest the principal and interest in a new M & T Bank Capital Reserve Equipment Fund Certificate of Deposit for the best interest and time period available, motion carried.

Motion by Multerer, seconded by Kwiatkowski, to authorize the Treasurer to sell an M & T Bank Budget Fund Certificate of Deposit in the amount of \$404,008.33 for 60 days at 3.70% interest coming due August 5, 2025 and to transfer up to \$100,000.00 to the M & T Bank Budget Fund Checking Account and to reinvest the remaining principal and interest in a new M & T Bank Budget Fund Certificate of Deposit for the best interest rate and time period available, motion carried.

Motion by Kwiatkowski, seconded by Smith, to authorize the Treasurer to sell an M & T Bank Capital Reserve Truck Fund Certificate of Deposit in the amount of \$1,576,163.00 for 12 months at 4.00% interest coming due August 6, 2025 and to reinvest the principal and interest in a new M & T Bank Capital Reserve Truck Fund Certificate of Deposit for the best interest rate and time period available, motion carried.

Motion by Multerer, seconded by Kwiatkowski, to approve the expense reimbursement to Commissioner Mastrella in the amount of \$464.02 for attendance at the NFPA Conference, motion carried.

Motion by Smith, seconded by Kwiatkowski, to approve the expense reimbursement to David C. Mastrella in the amount of \$387.00 for attendance at the NFPA Conference, motion carried.

Motion by Mastrella, seconded by Kwiatkowski, to adjourn the meeting, carried unanimously. The meeting adjourned.

Respectfully submitted,

Raymond F. Braun,
Secretary/Treasurer