# GATES FIRE DISTRICT

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*Serving Territory in the Towns of Gates and Chili, N.Y.*


**Gates Fire District**
**Board of Fire Commissioners**
**Regular Commission Meeting**
**Thursday, March 12, 2026**
**6:30 PM**

**UNAPPROVED MINUTES**

**Attendance**
James Werth, Chairman
Daniel Cox, Vice Chairman
Louis Comenale, Jr., Commissioner
Charles Johnson, Commissioner
Timothy D. Goole, District Fire Chief
Mark A. Quill, District Assistant Fire Chief
Brittany Gould-Treasurer
Julie Spencer, Deputy District Treasurer
Donna Capone, District Secretary

**Guests**
**See attached sign-in sheet

**Absent**
Kevin Mahoney, Esq., Legal Counsel-Excused
Richard Koch, Commissioner-excused

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**Chairman Werth called the Regular Commission meeting of the Gates Fire District to order at 6:30 p.m.**

**Pledge of Allegiance was led by Treasurer Gould.**

**Chairman Werth identified all the emergency exits within the building.**

**Would any of the guests like to address the Board at this time?**

The guests declined to address the Board.

Unapproved

**Approval of Prior Meeting Minutes:**
Motion to approve the February 26th, 2026, Commission meeting minutes made by Commissioner Johnson and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

**Treasurer's Report – presented by Brittany Gould:**
Treasurer's Report presented.

Motion to approve the Treasurer's Report as February 28th, 2026, made by Commissioner Comenale and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Monthly Check List Report presented.

Motion to approve the Monthly Check List Report made by Commissioner Comenale and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Profit and Loss Report and holdovers presented:

Motion to approve the Profit and Loss report presented made by Commissioner Johnson and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Accounts Payable Report: Bills to be paid since the last meeting in the total amount of $92,408.53 were presented by the Treasurer and were audited by the Board of Fire Commissioners. All Commissioners in attendance signed the attachment to the Treasurer's Office list of vouchers approved to be paid.

Motion and Resolution to approve the Accounts Payable Report for the March 12th, 2026, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of $92,408.53 made by Commissioner Comenale and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

February LOSAP Summary report presented.

Unapproved

Motion to approve February LOSAP Summary report made by Commissioner Comenale and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

**District Secretary's Report – Donna Capone:**

I received an email from Alison Parker at the Red Cross looking for a location to host a local business (Mosquito Shield) blood drive. The date requested is June 27th, which also happens to be the Towns Summer Celebration. Does the Board want to consider letting the business have it here? Commission discussed.

Motion to approve to let the Red Cross hold a blood drive on behalf of a business (Mosquito Shield) on another date (other than June 27th) made by Commissioner Cox and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Assistant Chief Quill distributed Informational Bulletin 26-010 to All Personnel regarding him being Out of Town.

Length of Service Award points were taken down on March 9th with no changes requested.

I received the Association of Fire Districts of the State of New York Fire District Affairs February-March Bulletin via the mail.

21 boxes were picked up for destruction on March 5th.

**Chief's Report – Timothy D. Goole:**

Purchase Requests:
Buildings and Grounds:
Permission to purchase kitchen cabinets from VP Supply for $6,399.00. A third quote was requested but not received prior to this meeting. The cabinets will have a price increase prior to our next meeting, so I am asking for permission to purchase with only the 2 quotes received. There are funds to cover the expense.

Motion to approve the purchase of kitchen cabinets from VP Supply for $6,399.00 made by Commissioner Cox and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Apparatus, Services and Equipment:

Unapproved

Permission to spend $1,619.28 for a preventative maintenance agreement, and the chairman sign the agreement, for our exercise equipment at all three stations. There are funds to cover the expense.

Motion to approve a preventative maintenance agreement at a cost of $1,619.28 for our exercise equipment at all three stations and have the Chairman sign the agreement made by Commissioner Cox and seconded by Commissioner Comenale. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Membership Committee-The membership committee met with a fourth candidate since our last Commission meeting for volunteer firefighter membership. Unfortunately, the candidate declined to purse membership due to the inability to meet the time commitment.

FD Chaplain-The Fire Department has a new Chaplain, Tom Vasile. Our new Chaplain is part of the Flower City Chaplains. This group is a First Responder Chaplain Corp. that does provide a lot of resources and will be able to provide back-up services if our Chaplain is unavailable.

Thank you-I received a thank you letter from the director of the Emergency Communications Department. In the letter he thanked the Chiefs of Barnard, Gates, Lakeshore, North Greece and Ridge Road for recognizing one of his employees for the hard work he put into a Computer-Aided Dispatch project for all of our agencies.

**Assistant Chief's Report-Mark A. Quill:**

Surplus Equipment:
Request permission to surplus twenty-eight (28) Class 2 Morning Pride Bailout belts. These belts have surpassed their expiration dates and are of no value to the Fire District.

Motion to approve to surplus twenty-eight (28) Class 2 Morning Pride Bailout belts made by Commissioner Comenale and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Purchase Requests:
Apparatus, Services and Equipment:
Request permission to purchase emergency lighting and equipment for the 4C85 vehicle at the price of $7,543.28 from East Coast Emergency Lighting; permission to spend $1,486.00 for the annual preventative maintenance and inspection of the district's column lift by ARI Hetra; permission to purchase twenty (20) MSA 101442155P G1 Facepiece Head Harnesses for the price of

Unapproved

$3,540.00 from Firematic Supply Inc.; permission to purchase thirty (30) MSA G1 Facepiece covers for the price of $1,800.00 from BA Shields; permission to purchase one (1) pair of Globe Supreme 14" Turnout Boots for the price of $605.00 from Firematic Supply Inc. There are funds to cover these expenses.

Motion to approve the purchase of emergency lighting and equipment for the 4C85 vehicle at the price of $7,543.28 from East Coast Emergency Lighting; to spend $1,486.00 for the annual preventative maintenance and inspection of the district's column lift by ARI Hetra; to purchase twenty (20) MSA 101442155P G1 Facepiece Head Harnesses for the price of $3,540.00 from Firematic Supply Inc.; to purchase thirty (30) MSA G1 Facepiece covers for the price of $1,800.00 from BA Shields; to purchase one (1) pair of Globe Supreme 14" Turnout Boots for the price of $605.00 from Firematic Supply Inc. made by Commissioner Comenale and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

**Chairman Werth's Report:**
No Report

**Vice Chairman Cox's Report:**
Update on Lawn Mowing & Landscaping Maintenance-we are out getting quotes. More to follow.

Floor cleaning for all the facilities and the Admin Building-we are in the process of getting quotes for this project.

Insurance review was completed. It was found that we had insurance on the fire prevention trailer that was sold. We contacted them on May 27th to have the insurance removed; however, the insurance Company did not remove it. We are due a refund for same.

**Commissioner Comenale's Report:**
No Report

**Commissioner Koch's Report:**
Excused

**Commissioner Johnson's Report:**
No Report

**Kevin Mahoney, Esq.**
Excused

Unapproved

**Executive Session:**
The Board did not enter into executive session.

**Open Session:**
Does anyone have anything to present before closing the meeting?

**Adjournment**:
Motion to adjourn the March 12th, 2026, Regular Commission Meeting at 6:47 p.m. made by Commissioner Comenale and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Respectfully submitted,

Donna Capone
District Secretary

Unapproved