GATES FIRE DISTRICT

2355 Chili Avenue, Rochester, New York 14624
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www.gatesfiredistrictny.gov
Serving Territory in the Towns of Gates and Chili, N.Y.

Gates Fire District
Board of Fire Commissioners
Regular Commission Meeting
Thursday, September 10, 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

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 Commissioner Johnson.

Chairman Werth identified all the emergency exits within the building.

Would any of the guests like to address the Board at this time?
Please state your name and address for the record:

The guest declined to address the Board.

Unapproved

Approval of Prior Meeting Minutes:
Motion to approve the August 27th, 2026, Commission meeting minutes made by Commissioner Cox and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, 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 August 31st, 2026, made by Commissioner Johnson and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, 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 Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Profit and Loss Report presented:

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

Accounts Payable Report: Bills to be paid since the last meeting in the total amount of $81,903.17 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 September 10th, 2026, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of $81,903.17 made by Commissioner Comenale and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Request to hire election inspectors for the Bond Vote at a cost of $400.00.

Motion to approve to hire election inspectors for the Bond Vote at the cost of $400.00 made by Commissioner Cox and seconded by Commissioner Johnson.

Unapproved

Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

District Secretary's Report – Donna Capone:
We received the Association of Fire Districts of the State of New York Fire District Affairs August/September Bulletin via the United States Postal Service.

Chief Goole distributed Informational Bulletin 26-033 to All Personnel regarding 9/11 Remembrance Ceremony.

Chief Goole distributed Informational Bulletin 26-034 to All Personnel regarding Flags to Half-Staff.

Chief Goole redistributed Informational Bulletin 26-026 to All Personnel regarding Email Domain Name Change.

Chief Goole distributed Informational Bulletin 26-035 to All Personnel regarding Municipal Training Officer.

Chief Goole distributed Informational Bulletin 26-036 to All Personnel regarding a Personnel Matter.

The Summary Notice of Election for the Proposition of Bond Resolution was published in the Rochester Business Journal on September 4th, 2026.

The Notice of Public Informational Meeting was published in the Rochester Business Journal on September 4th, 2026.

Chief Goole distributed Informational Bulletin 26-037 to All Personnel regarding him being Out of Town.

Chief's Report – Timothy D. Goole:
August 2026: 473 Calls for Service

Email Domain Change: The new email domain is now operational. Please see today's email from the IT Coordinator regarding the change.

September 11th Ceremony: Our 9/11 remembrance ceremony starts tomorrow morning around 8:30 here at Headquarters.

Workers Comp Code Rule 59: We received notice from Workman's Comp regarding our experience rating. Our Workman's Comp insurance carrier provided an inspection, report, and safety recommendations. We have until March 2027 to be compliant with the recommendations and will have a re-inspection by our Workman's Comp carrier in May of 2027.

Unapproved

VFF Acceptance: Looking for permission to accept Jorge Battista for Volunteer Firefighter Membership. He has been approved by the Gates-Chili Fire Department.

Motion to approve Jorge Battista for membership to the Gates-Chili Fire Department made by Commissioner Cox and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

VFF Resignation: We have received 1 Volunteer Firefighter resignation. He can no longer commit the time to the organization.

Out of Town: I will be out of Town from September 12th to September 27th. I will be working remotely periodically and will be available by phone and email.

Request for Executive Session for Personnel Matters.

Assistant Chief's Report-Mark A. Quill:

Apparatus Updates:
The upfit to the Quint 4510 for the new struts has been completed.
The new 4C85 vehicle should be going into service next week.
The district mechanic is scheduled to start work on the new Engine 4512 during the week of September 21st.

Quint 4530 Replacement Project Updates:
Our first public presentation was held on Wednesday, September 2, 2026, with three members of the public in attendance.
As a reminder, the next public presentation will be held on Thursday, September 17th at 1:00 pm. The third and final public presentation will be held on Wednesday, September 30th at 6:00 pm. Both presentations will be conducted in the Headquarters meeting room.
The public bond vote will be held on Wednesday, October 7, 2026, from 4:00 to 8:00 in the Headquarters meeting room.

Interdepartmental Policy approval requests:
Request approve for the following Interdepartmental Policies
#03-005 Annual Training Requirements for Volunteer Firefighters
#10-001 Service Testing of Ground Ladders
#10-002 Service Testing of Aerial Devices
#10-003 Service Testing of Fire Hose
#10-004 Service Testing of Fire Apparatus Pumps
#11-001 Pager Loan Program
#11-002 After Action Reports

Unapproved

Motion to approve Interdepartmental Policies 03-005, 10-001, 10-002, 10-003 10-004, 11-001, 11-002 made by Commissioner Comenale and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Purchase Requests:
Request to purchase various parts for repairs and backstock from Sutphen for the price of $882.91 for Engine 4522; request to purchase various parts for repairs and backstock from Sutphen for the price of $4,231.16 for Quint 4510; request to purchase electrical hardware for upfit of the 4C85 vehicle and backstock for the price of $1,285.40 from Hardware Fastening Solutions. There are funds to cover these expenses.

Motion to approve the purchase of various parts from Sutphen for Engine 4522 at the cost of $882.91; to purchase various parts from Sutphen for Quint 4510 at the cost of $4,231.16; to purchase electrical hardware for 4C85 from Hardware Fastening Solutions at the cost of $1,285.40 made by Commissioner Comenale and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Out of Office:
I will be out of the office on Wednesday September 16th. I will be available by phone and checking email periodically.

Chairman Werth's Report:
No Report

Vice Chairman Cox's Report:
The upcoming Monroe County Fire District Officer Association meeting next Thursday night, at a cost not to exceed $150.00.

Motion to approve to pay for Commissioners to attend the Monroe County Fire Officer Association meeting at a cost not to exceed $150.00 made by Commissioner Cox and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Commissioner Comenale's Report:
No Report

Commissioner Johnson's Report:
No Report

Unapproved

Kevin Mahoney, Esq.
Excused

Executive Session:
Motion made at 6:45 p.m. by Commissioner Cox and seconded by Commissioner Johnson to enter Executive Session for the purpose of discussion regarding *the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation and/or potential litigation*. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

A motion to exit Executive Session made by Commissioner Johnson and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

The Board exited Executive Session and returned to Open Session at 7:11 pm. The Board took no action in Executive Session.

Open Session:
No motions were made.

Adjournment:
Motion to adjourn the September 10th, 2026, Regular Commission Meeting at 7:11 p.m. made by Commissioner Cox and seconded by Commissioner Comenale. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Respectfully submitted,

Donna Capone
District Secretary

Unapproved