GATES FIRE DISTRICT

2355 Chili Avenue, Rochester, New York 14624
Phone: 585-426-2720 Fax: 585-426-7444
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, June 11, 2026
6:30 PM

APPROVED MINUTES

Attendance
James Werth, Chairman
Daniel Cox, Vice Chairman
Louis Comenale, Jr., Commissioner
Charles Johnson, Commissioner
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
Timothy D. Goole, District Fire Chief-Excused
Richard Koch, Commissioner-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 Comenale.

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.

Approved

Approval of Prior Meeting Minutes:
Motion to approve the May 28th, 2026, Commission meeting minutes 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.

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

Motion to approve the Treasurer's Report as May 31st, 2026, 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.

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 Koch-excused, 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 Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Accounts Payable Report: Bills to be paid since the last meeting in the total amount of $121,436.25 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 June 11th, 2026, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of $121,436.25 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.

May LOSAP Summary Report presented.

Approved

Motion to approve the May LOSAP Summary 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.

Resolution 2026.6.11.1 DASNY Authorization

Motion to approve Resolution 2026.6.11.1 DASNY Authorization made by Commissioner Werth and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Resolution 2026.6.11.2 Transfer from Reserve Account to General Account for DASNY Grant. In the amount not to exceed $200,000.00.

Motion to approve Resolution 2026.6.11.2 Transfer from Reserve Account to General Account for DASNY Grant 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.

District Secretary's Report – Donna Capone:
Reminder: I will not be in attendance at the next Commission meeting; Julie will make sure that the meeting is recorded.

Chief's Report – Timothy D. Goole presented by Assistant Chief Quill:
Attending the New York State Association of Fire Chiefs Conference: I'm currently out of town attending the NYSAFC Conference. I will be returning on Friday.

May 2026: 484 Calls for Service with 3 working fires. 1 of those as a second alarm.

Purchase Requests:
Community Risk Reduction:
Permission to spend up to $500.00 on firebreaks from Sunset Healthcare Solutions; permission to spend $498.76 on CRR materials for the Gates Summer Celebration from Positive Promotions. There are funds to cover the expenses.

Motion to approve to spend up to $500.00 on firebreaks from Sunset Healthcare Solutions; to spend $498.76 on CRR materials from Positive Promotions 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.

Approved

Education Reimbursement: Looking for permission to reimburse an employee $1,562.25 for an educational reimbursement. All the appropriate paperwork has been submitted.

Motion to approve to reimbursement an employee $1,562.25 for an educational reimbursement 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.

VFF Acceptance: Looking for permission to accept one (1) individual for Volunteer Firefighter Membership as communicated via email.

Motion to approve to accept one individual for Volunteer Firefighter membership made by Commissioner Cox and seconded by Commissioner Werth. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

PPE Planning: As reported by the Treasurer report, some 6G funds are being moved. This in support of the need to replace approximately 38 sets of bunker gear over the next two years. This cost would exceed $175,000.00. With the reallocation of the DASNY funds that will not be used we will be able to purchase all of the PPE needs with little or no impact to the 2027 and 2028 budgets.

Volunteer Recruitment, Membership, and Recommendation Report: Please review and take some time to review my reports submitted. These reports are an expansion from the report issued by Chief Bubel on January 11, 2024. It contains a recruitment report for the last three years, a membership report for the last two years, and my recommendation report as of 2026. These reports were submitted to the Board of Directors at their meeting on June 2nd. I would like to establish a committee to discuss a projected direction forward for the volunteer portion of our organization. Again, take some time to review the report. Here are some points of interest from the reports.

-VFF Membership Inquiries: 39 in 2024, 35 in 2025. Applications returned: 10 in 2024, 6 in 2025.

-5 VFF joined in 2024, 1 in 2025.

-Only 1 of our current VFF met the membership requirements in 2024 and in 2025.

-0 VFF responded from home to calls (incidents) in 2025.

Approved

Administrative Offices will be closed on Friday on June 19th in observance of Juneteenth.

Out of Town: I will be out of town from Thursday June 18th through Sunday, June 21st.

Assistant Chief's Report-Mark A. Quill:

Apparatus Updates:
4C85 vehicle is at Alliance Fleet getting the new cap put on it.

Vehicle Use request: Requesting formal permission for the District Mechanic to use his district vehicle to attend the New York State Association of Fire Chiefs show in Syracuse on June 12th. This was approved via email on June 9th.

Motion to approve the District Mechanic to use his district vehicle to attend the NYSAFC show in Syracuse on June 12th 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.

Purchase Requests:
Training:
Request approval for one (1) firefighter to attend the Science to Station 2026 Conference for the price of $2,234.62. There are funds to cover the expense.

Motion to approve to have one firefighter attend the Science to Station 2026 Conference at a cost of $2,234.62 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.

Equipment:
Request permission to purchase three (3) Command Central Hubs and the associated equipment for the price of $18,624.36 from Motorola Solutions; request permission to authorize Western New York Radio Services to install the Command Central Hubs for the price of $3,600.00 (these purchases and installations are a part of the dispatch upgrade project and are reimbursable through the ARPA funds).

Motion to approve the purchase of three (3) Command Central Hubs and associated equipment from Motorola Solutions and to authorize Western New York Radio Services to install the Command Central Hubs at a cost of $3,600.00 made by Commissioner Comenale and seconded by Commissioner Johnson. Commission polled: : Commissioner Cox-approved, Commissioner Comenale-

Approved

approved, Commissioner Koch-excused, Commissioner Johnson-approved, Commissioner Werth-approved.

Request to purchase one (1) lateral filing cabinet for the price of $1,095.00 from Uline.com (this cabinet will be utilized in the Health and Safety Office); request to purchase eight (8) Heavy Duty Multi-use straps for the price of $1,480.00 from FLX StrapWorx. There are funds to cover the expenses.

Motion to approve the purchase of one (1) lateral filing cabinet from Uline.com at the cost of $1,095.00; the purchase of eight (8) Heavy Duty Multi-use straps from FLX StrapWorx at a cost of $1,480.00 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.

Services:
Request permission to purchase the Apparatus and Equipment maintenance suite for the price of $2,896.00 from Red Alert. This suite will enable personnel to perform entering daily apparatus and equipment checks electronically into Red Alert daily.

Motion to approve the purchase of an Apparatus and Equipment maintenance suite from Red Alert at the cost of $2,896.00 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.

Request to purchase the pdf version of the 2025 New York State Code books for the price $779.00 from the International Code Council. There are funds to cover the expenses.

Motion to approve the purchase of pdf version of the 2025 New York State Code books at a cost of $779.00 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.

Chairman Werth's Report:
No Report
I had the pleasure of attending the NYSAFC Conference this morning and the Gates Fire District CRR team was recognized for their efforts last year and were presented an award by the State.

Vice Chairman Cox's Report:
No Report
Email will be sent out with the updated project list for the next meeting.

Approved

Commissioner Comenale's Report:
No Report

Commissioner Koch's Report:
Excused

Commissioner Johnson's Report:
No Report

NOTE: thank you to the following businesses for putting up volunteer firefighter recruitment signs: Mirabito, DePaul, Agatina's restaurant.

Kevin Mahoney, Esq.
Excused

Executive Session:
The Board did not enter into Executive Session.

Open Session:
No motions were made.

Adjournment:
Motion to adjourn the June 11th, 2026, Regular Commission Meeting at 6:48 p.m. 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.

Respectfully submitted,

Donna Capone
District Secretary

Approved

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Approved

RESOLUTIONS AUTHORIZING COMMITMENT OF FUNDS TO REPLACE BUNKER GEAR UPON RECEIPT OF DASNY GRANT AND RELATED PROVISIONS

Resolution No. 2024.9.26.1
Resolution Updated 2026.6.11.1

WHEREAS, the Board of Fire Commissioners of the Gates Fire District having been awarded a Dormitory Authority of the State of New York ("DASNY") Community Resiliency, Economic Sustainability, and Technology Program grant ("CREST" or "Grant") to proactively replace its bunker gear that is set to expire, ensuring firefighters remain equipped with compliant, life-saving protection (the Project"); and

WHEREAS, as part of the DASNY Financial Review process for the Grant, DASNY requires that if any portion of the Project will be funded by a line item from an adopted budget, a letter from the Grantee's Financial Officer along with an adopted board resolution must be provided to DASNY, and that the resolution should commit the funds necessary to complete the project and identify the source of such funds.

NOW, THEREFORE IT IS HEREBY

RESOLVED, that the Gates Fire District does hereby direct the Fire District Treasurer, as the Fire District's Chief Financial Officer, to so correspond with DASNY, indicating that such funds are available in the existing Gates Fire District Capital Reserve 6-G Fund and that the Fire District's Board of Fire Commissioners has contemporaneously authorized the transfer of such funds upon the availability of the DASNY Grant for the Project as required by law; and it is further

RESOLVED, that the Board of Fire Commissioners of the Gates Fire District hereby authorizes and approves such funds necessary to complete the Project from such existing Capital Reserve 6-G Funds, subject to the completion of the statutory permissive referendum process and the receipt of the Grant funds; and it is further

RESOLVED, that the Board of Fire Commissioners of the Gates Fire District hereby authorizes and directs the Chairman of the Board of Fire Commissioners and the Vice-Chairman of the Board of Fire Commissioners to execute all such documents as may be required to obtain and administer such Grant and Capital Reserve Funds as authorized upon the prior review and approval of the Fire District's legal counsel.

Commissioner Werth moved, Commissioner Johnson seconded, and the Board of Fire Commissioners voted as follows:

Name:	Voting: Aye or Nay:
Chairman Werth	AYE
Vice-Chairman Cox	AYE
Commissioner Comenale, Jr.	AYE
Commissioner Koch	EXCUSED
Commissioner Johnson	AYE

The foregoing resolutions were thereupon declared duly adopted and approved by the Board of Fire Commissioners, with immediate effect.

June 11, 2026

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Donna Capone, Secretary

Gates Fire District

Approved

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Approved

RESOLUTIONS TO TRANSFER FUNDS FROM 6-G CAPITAL RESERVE ACCOUNT TO THE GENERAL OPERATING ACCOUNT

Resolution No. 2024.9.26.2
Resolution Updated 2026.6.11.2

RESOLVED, that pursuant to Section 6-g of the General Municipal Law, as amended, the Gates Fire District does hereby authorize the transfer an amount not to exceed $200,000 from its 6-G Capital Reserve Account to the District's General Operating Account to proactively replace its bunker gear that is set to expire, ensuring firefighters remain equipped with compliant, life-saving protection related thereto, conditioned upon the issuance of grant funding from DASNY relative to such project.

No expenditure shall be made except upon authorization of the Board of Fire Commissioners; and it is further

RESOLVED, that these resolutions are subject to a permissive referendum as provided by Section 6-g of the General Municipal Law.

Commissioner Cox moved, Commissioner Comenale seconded, and the Board of Fire Commissioners voted as follows:

Name:	Voting: Aye or Nay:
Chairman Werth	AYE
Vice-Chairman Cox	AYE
Commissioner Comenale, Jr.	AYE
Commissioner Koch	EXCUSED

Commissioner Johnson AYE

The foregoing resolutions were thereupon declared duly adopted and approved by the Board of Fire Commissioners.

June 11, 2026

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Donna Capone, Secretary

Gates Fire District

Approved