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, August 13, 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 District Secretary Capone.

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.

Bruce Downer,1529 Buffalo Road, addressed the Board.

Unapproved

Approval of Prior Meeting Minutes:
Motion to approve the July 23rd, 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 July 31st, 2026, made by Commissioner Cox and seconded by Commissioner Comenale. 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 Johnson and seconded by Commissioner Comenale. 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 $1,250,615.49 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 August 13th, 2026, bills and ordering the Treasurer to pay such audited and approved vouchers in the amount of $1,250,615.49 made by Commissioner Comenale and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

July LOSAP Summary Report presented.

Motion to approve the July LOSAP Summary report made by Commissioner Cox and seconded by Commissioner Johnson. Commission polled: Commissioner

Unapproved

Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Request to the Commissioners to let me know by August 21st if there are any projects/expenditures they may be looking to spend in 2027.

Request for Executive Session to discuss contracts.

District Secretary's Report – Donna Capone:
Reminder that I will not be attending the August 27th commission meeting. The District Clerk, Julie, will be recording the meeting in my absence.

The Bid for the Pumper and Quint were published in the Rochester Business Journal on July 31st.

Chief Goole distributed Informational Bulletin 26-029 to All Personnel regarding a Personnel Matter.

Chief Goole distributed Informational Bulletin 26-031 to All Personnel regarding a Personnel Matter.

I have put together the Notice of Public Informational meeting for the Bond Proposition of Fire Apparatus. I am requesting the following dates for approval:
Wednesday, September 2nd at 6:00 pm
Thursday, September 17th at 1:00 pm
Wednesday, September 30th at 6:00 pm
Looking for approval from the Board for the dates and times and to publish the Notice in the Rochester Business Journal.

Motion to approve the publishing of public informational meeting for the Bond Proposition of Fire Apparatus made by Commissioner Cox and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

LOSAP letters have been completed and sent out.

Chief's Report – Timothy D. Goole:
July 2026: 508 Calls for Service

Purchase Requests:
Buildings and Grounds:
Permission to spend $1,759.00 with MicroClimate to repair the makeup air handler in the rear kitchen at Station 1; permission to spend $1,050.00 with MicroClimate to re-secure and seal the hood at Station 1; permission to spend up to $4,500.00 with Magic Seal to repair the sink hole in the parking lot at Station 3.

Unapproved

The quoted amount is $2,750.00 but the Building Technician would like approval for the additional funds only in the event of a need; permission to spend up to $1,500.00 with Sherwin Williams for paint and supplies to re-paint all overhead doors at all the Stations; permission to spend $1,399.00 with Sherwin Williams to purchase a paint sprayer for the Building Technician to re-paint the overhead doors. This item is currently on sale and would reduce time spent; permission to have a Commission sign a three-year service agreement with Vertiv for our UPS System. The cost is $3,688.50/year, the agreement is the same as our current 1-year contract and has been reviewed by the contracts Commissioner. I believe this will also require the passing of a resolution; permission to spend $7,472.83 with Vertiv for battery replacement in the UPS system. During our PM last year, we were notified of the start of failing batteries. There are funds to cover the expenses.

Motion to approve to spend $1,759.00 with MicroClimate to repair the makeup air handler in the rear kitchen at Station 1; to spend $1,050.00 with MicroClimate to re-secure and seal the hood at Station 1; permission to spend up to $4,500.00 with Magic Seal to repair the sink hole in the parking lot at Station 3; to spend up to $1,500.00 with Sherwin Williams for paint and supplies to re-paint all overhead doors at all the Stations; to spend $1,399.00 with Sherwin Williams to purchase a paint sprayer for the Building Technician to re-paint the overhead doors; to spend $7,472.83 with Vertiv for a battery replacement for the UPS system made by Commissioner Comenale and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Resolution 2026.8.13.1 Authorizing Sole Source Vertiv Maintenance/Service.

Motion to approve Resolution 2026.8.13.1 made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Possible Lawn Equipment Surplus: You should have a list of all of our equipment in front of you. My recommendation is to keep one full set of lawn equipment and surplus the remainder equipment and put a reasonable minimum bid. How would the board like to proceed? Commission discussed.

Motion to approve to keep one full set of lawn equipment and surplus the remainder of lawn equipment made by Commissioner Cox and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Unapproved

Vehicle Use: Looking for permission to allow the Municipal Training Officer to use his district vehicle to travel to Elmira to pick up newly purchased equipment to save money on shipping as communicated previously via email.

Motion to approve the Municipal Training Officer to use his district vehicle to travel to Elmira to pick up newly purchased equipment to save money on shipping made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

ARPA Grant Funds: Monroe County has reached out to us regarding the remaining ARPA funds. There is approximately $145,000.00 in unused funds. We are expecting some additional purchases before the grant period closes, but not the full amount. I would like permission to offer back the amount we won't be using so that it can be used by Monroe County and not be returned to the Federal Government. They have other Monroe County agencies that they can and have a plan to spend those remaining funds. I am looking for permission to release those funds back to Monroe County so they can be used on other projects locally.

Motion to approve to release the remaining ARPA funds back to Monroe County made by Commissioner Werth and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

GCCSD Safety Bus: I'm looking for permission for a Commissioner to sign the Gates-Chili School District Intermunicipal Cooperation Agreement regarding the Safety Bus for use at our Open House on October 3rd. This is the same agreement as in years past.

Motion to approve to allow Commissioner Cox to sign the Gates-Chili School District Intermunicipal Cooperation Agreement made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Volunteer FF Resignations: We have received three Volunteer Firefighter resignations. All three members that have resigned have not reported to or participated with our organization in over 1 full year.

NYS Fallen FF Memorial Ceremony: I have received notice from NYS Office of Fire Prevention and Control that the NYS Fallen Firefighter Memorial Ceremony will be held on Tuesday, October 6, at 11 am in Albany. Please let me know if anyone is interested in attending.

Unapproved

Thank you:
We received a thank you note from the Joseph Family for our agency's assistance provided to the Rochester FD for the services of Lt. John Joseph.

Request for Executive Session for Personnel Matters.

Assistant Chief's Report-Mark A. Quill:

Apparatus Updates:
XR 90 antennas have been installed in all district vehicles by the District Mechanic.
Final inspection for the new Engine 4512 will be conducted on Monday, August 17, 2026.

District Vehicle Use:
Request permission for employees to use two district vehicles to attend the final inspection for the new Engine 4512 in Lake Aerial, Pennsylvania on August 16 to return on August 17.
Request permission for one Engine to attend the Pump Operators Instructor Authorization Program to be held at Genesee County Fire Training Center in Batavia on September 19 through September 21, 2026.

Motion to approve the district vehicle use requests made by Commissioner Werth and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Contract Approval Request:
Request permission to enter into a contract with Propio LS, LLC for language interpretation services. The fees for the service are determined by our usage of the service. This contract has been reviewed by both the Fire District's Attorney as well as the Contracts Commissioner.

Motion to approve to enter into a contract with Propio LS, LLC for language interpretation services and have Commissioner Cox sign the contract made by Commissioner Werth and seconded by Commissioner Comenale. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Surplus Request:
Request to surplus two speakers from Company 2 fitness area. The speakers are broken and have no financial value to the district.

Motion to approve to surplus two speakers from Company 2 fitness area made by Commissioner Cox and seconded by Commissioner Comenale. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Unapproved

Purchase Requests:
Equipment:
Request permission to purchase a Sim card for the 4C35 vehicle iPad for the price of $388.88 annually from FirstNet. There are funds to cover the expense.

Motion to approve the purchase of a Sim card for the 4C35 vehicle iPad at the cost of $388.88 annually from FirstNet made by Commissioner Comenale and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Services:
Requesting formal permission to authorize Reels by Heals to film a promotional video showing the need to replace Quint 4530 for the price of $950.00. This was approved via email vote on August 5, 2026. There are funds to cover this expense.

Motion to approve the purchase of a Sim card for 4C35 from FirstNet at the cost of $388.88 annually and to authorize Reels by Heals to film a promotional video showing the need to replace Quint 4530 at the cost of $950.00 made by Commissioner Comenale and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

I will be Out of Office this Monday, August 17 attending the final inspection of 4512.

Chairman Werth's Report:
I may not be here at the next meeting, I would ask Commissioner Cox to run the meeting in the event he is not here.

Vice Chairman Cox's Report:
No Report

Commissioner Comenale's Report:
Recruitment for Volunteer Firefighters signs: It was agreed the Commission would support the Board of Directors decision to not actively recruit for Volunteer Firefighters, requesting Commissioner Johnson to remove the signs in front of Easy Storage.

Commissioner Johnson's Report:
No Report

Kevin Mahoney, Esq.
Excused

Unapproved

Executive Session:
Motion made at 6:58 p.m. by Commissioner Cox and seconded by Commissioner Comenale 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 Cox and seconded by Commissioner Johnson. 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 7:12 pm. The Board took no action in Executive Session.

Open Session:
Motion to approve to hire Municipal Solutions for the bonding of fire apparatus made by Commissioner Werth and seconded by Commissioner Johnson. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Adjournment:
Motion to adjourn the August 13th, 2026, Regular Commission Meeting at 7:13 p.m. made by Commissioner Werth and seconded by Commissioner Cox. Commission polled: Commissioner Cox-approved, Commissioner Comenale-approved, Commissioner Johnson-approved, Commissioner Werth-approved.

Respectfully submitted,

Donna Capone
District Secretary

Unapproved

GATES FIRE DISTRICT

RESOLUTIONS AUTHORIZING SOLE SOURCE
VERTIV MAINTENANCE/SERVICE

Resolution No. 2026.8.13.1

WHEREAS, the Board of Fire Commissioners of the Gates Fire District (the "Fire District") is required to conform to the requirements of the General Municipal Law regarding the procurement of goods and services including adopting policies that describe its goals for procurements, including formal procurement policies and procedures that govern the acquisition of goods and services not required by law to be competitively bid; and

WHEREAS, the Board of Fire Commissioners of the Fire District has previously adopted and revised from time to time a procurement policy in conformance with the requirements of General Municipal Law 104-b and otherwise to assure the prudent and economical use of public moneys, in the best interest of the taxpayers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption; and

WHEREAS, the Board of Fire Commissioners of the Fire District has sought a vendor for maintenance and service of its Uninterruptible Power Supply equipment (“UPS)”. After due investigation, it has been determined that Vertiv is a sole source vendor, by virtue of its use of proprietary software and hardware to connect to the UPS unit used by the District allowing it to export data for reports & monitor temperatures and health of internal components such as batteries, capacitors, boards, circuits and modules, and as a result, the Board of Fire Commissioners is unable to obtain the necessary quotes to be compliant with its Procurement Policy; and

WHEREAS, the Board of Fire Commissioners of the Fire District has considered multiple remedies, and the Board has found them ultimately unsatisfactory; and

WHEREAS, the Board of Fire Commissioners of the Fire District has recently sought a quote from the authorized service provider of the currently installed UPS system that is in the best interests of the taxpayers in providing maintenance and servicing that will meet the operational needs of the Fire District; and

WHEREAS, the service preferred by the Board of Fire Commissioners is, however, available from only a single vendor, which renders competitive bidding pursuant to General Municipal Law 103 or 104-b, the Fire District’s Procurement Policy and otherwise impossible; and

WHEREAS, both the General Municipal Law and the Procurement Policy adopted

Unapproved

by Board of Fire Commissioners of the Fire District provides that when the acquisition of goods and services which are derived from a single source, that the Board of Fire Commissioners of the Fire District will make such determinations as necessary to declare that the goods and services sought are available only through a sole source and that the acquisition of such sole source goods and services are in the best interests of the of the taxpayers, residents and occupants of the Fire District and members of the Fire Department; and

WHEREAS, the Board of Fire Commissioners of the Fire District is authorized by its Procurement Policy to acquire good and services from a sole source and preferred provider provided that the Board memorializes its findings and determinations including that only one vendor is capable of supplying the required goods or service; and

NOW THEREFORE, the Board of Fire Commissioners of the Fire District hereby adopts the following resolutions:

RESOLVED, that the Board of Fire Commissioners of the Fire District hereby finds and determines that VERTIV is a sole source and preferred vendor, by virtue of its use of proprietary software and hardware capabilities which allows for comprehensive scanning and logging of equipment data giving the District a complete picture of the health and status of its UPS system and, as a result, the Board of Fire Commissioners is unable to obtain the necessary quotes to be compliant with its Procurement Policy; and it is further

RESOLVED, that the Board of Fire Commissioners of the Fire District hereby finds and determines that the maintenance and service is available only through a sole source supplier, that being VERTIV as the sole vendor to provide maintenance and servicing of the District's UPS system; and it is further

RESOLVED, that the Board of Fire Commissioners of the Fire District hereby determines and finds it to be in the best interests of the taxpayers, residents and occupants of the Fire District and the members of the Fire District to utilize VERTIV for maintenance and servicing of the District's UPS system without the benefit of competitive bidding and hereby authorizes and directs that Fire District officials take all such actions as may be necessary to obtain annual maintenance/service as being the subject of the quotation of VERTIV dated June 22, 2026 in the total amount of $3,688.50 per year for a duration of **three** years, a copy of which quotation is attached to these Resolutions, subject to the other policies and procedures of the Fire District.

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

Unapproved

Name:	Voting: Aye or Nay:
Chairman Werth	AYE
Commissioner Cox	AYE
Commissioner Comenale	AYE
Commissioner Johnson	AYE

The foregoing resolutions were thereupon declared duly adopted.

August 13, 2026

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Donna Capone, Secretary
Gates Fire District

Unapproved