

**Board of Fire Commissioners**  
Regular Meeting for October  
October 13, 2011

The regular meeting of the City of Cortland Board of Fire Commissioners was called to order at 5:21 p.m. by Chairman Heath. Board members present include Commissioner Buttino, Commissioner Quinlan and Commissioner Wood. Also present were Fire Chief Charles Glover, Deputy Chief Wayne Friedman, Deputy Chief Bill Knickerbocker, Deputy Chief Bill Buttino, BOE President Greg Maxwell and Administrative Assistant Courtney Metcalf. Commissioner Tricarico was excused.

Pledge of Allegiance.

Moved by Commissioner Quinlan, seconded by Commissioner Wood to approve the September 2011 meeting minutes. All in favor, motion carried.

Moved by Commissioner Buttino, seconded by Commissioner Quinlan to approve the payment of the October 2011 invoices for the fire department and codes division, as presented. All in favor, motion carried.

Moved by Commissioner Wood, seconded by Commissioner Buttino to accept the paid staff sick report for September 2011. All in favor, motion carried.

Moved by Commissioner Wood, seconded by Commissioner Buttino to approve the volunteer firefighter application for Joseph Tucci (Company 3) and the reinstatement from life member to active member of Charles Lang (Company 1). All in favor, motion carried.

**Chief's Report:**

The Inspection and Memorial Service was held October 1, 2011.

The first pumpkin drop held at HQ during the Pumpkin Festival went well; everyone seemed to really enjoy it.

The bunk room is near completion. The bunkers will be assigned to a shift next week. There has been "growing pains" to work out with the new program but it's up and running, making modifications as we go to build a strong program.

The process of finalizing the preliminary budget has begun; there will be a formal presentation of the Fire Department's budget sometime in early November.

The new aerial should be in Cortland by the third week of October. The final inspection will be held in Niagara Falls next week. The new engine should be delivered late December.

Deputy Chief Buttino thanked the Commissioners that were able to attend the Inspection and Memorial Service.

President Maxwell informed the Commissioners that the Volunteer's Constitution keeps moving forward.

Commissioner Quinlan expressed what a nice event the Inspection was; everyone had a wonderful time and he asked to pass it on to the committee.

### **New Business**

The Commissioners were informed of the process involved when accepting a bunker for the new program. When a candidate is chosen they will be asked to attend a Fire Commissioner's meeting to be introduced to the Commissioners.

Chairperson Heath requested that it be reflected in the minutes her thanks to Firefighter James Zelsnack for his actions at a recent emergency medical call regarding her mother in law. She advised that his professionalism and advice helped her mother in law receive follow up medical attention which revealed an underlying medical condition not related to the incident for which they were called.

Moved by Commissioner Wood, seconded by Commissioner Quinlan to adjourn the meeting at 6:20 p.m. All in favor, motion carried.

Respectfully Submitted,

Courtney L. Metcalf  
Administrative Assistant