

Coldenham Fire District
Board of Fire Commissioners
December 11, 2017

Call to Order

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on December 11, 2017 at the Coldenham Fire House. Commissioner Keenan called the meeting to order with the pledge to the flag and a moment of silence was observed in memory of Terry Fisher.

Roll Call

Commissioners present: Joe Keenan, Anita Grecco, Warren Decker, Wayne Jacobowitz and Rickey Cameron

Also, present: Mary Keenan, Secretary
Linda Miller, Treasurer
Assistant Chief Mike Keenan Jr

Acceptance of Minutes

A motion was made by Commissioner Grecco and seconded by Commissioner Cameron to dispense with the reading of the monthly meeting minutes of November 13, 2017 and accept them as written. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Communications

- A letter from River Valley Radio advising us that they acquired ComTech Two-way Electronics Experts. They will continue to be our authorized Motorola Solutions and ICOM two-way radio dealer.
- A notice was received from the Town of Montgomery with a copy of the spreadsheet showing that we have a credit of \$11.34 which will be applied to the 2017-2018 chargebacks.
- A letter was received from Ronald Clum to confirm his contract to help in preparing the trial balance and general assistance with 2017 reports.
- Commissioner Keenan advised the board that we received our monthly statement from RBC Wealth Management on LOSAP. Statement balance as of November 30, 2017 is \$1,191,802.26 which is up from the end of October by about \$4,449.
- A letter from Bulldog Fire Apparatus was received advising up that they acquired the former KME sales and service facility in Latham. They also included a page to be completed and returned so we can be set up in their system.
- The annual dues for the association of fire districts of Orange County was received in the amount of \$100. Paperwork given to Treasurer Miller to complete and return.
- The annual dues for the State of New York Association of Fire Districts was received in the amount of \$500.

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- The results from the Fire Company election were received. The Fire Company has recommended the following Firematic Officers:

Chief	Matt Hunt
1 st Assistant Chief	Mike Keenan Jr
2 nd Assistant Chief	Mike Kenny
1 st Captain	Rob Cable
2 nd Captain	Mike Wirth
1 st Lieutenant Sr. Grade	Marc Beach
1 st Lieutenant Jr. Grade	Wesley Wright
2 nd Lieutenant Sr. Grade	David Keller
2 nd Lieutenant Jr. Grade	Frank Draiss Jr
Fire Police Captain	Randy Haylock

- The following Business Officers were elected:

President	Keith Aignor
Vice President	Steve Molnar
Treasurer	Frank Sangricoli
Corresponding Secretary	ChrisAnn Kenny
Recording Secretary	Wanda Rogers-Besser
Sgt. At Arms	Glenn Keenan
Trustee (3 yr. Term)	Chuck Bissinger
Steward	John Keenan

- Commissioner Keenan advised the board that we received the LOSAP package and as soon as the month is over we will need to work on it to ensure it gets submitted early.

Hall Requests

- Mike Keenan Jr on April 14, 2018 for a birthday party.

A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to approve the above request. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Public Discussion

President Aignor asked if the breakfast was on the calendar in March. It was noted on the calendar that the 17th of March will be reserved as a set-up day and the 18th of March is reserved for the Fire Company Breakfast.

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Committee Reports

Safety Committee: Commissioner Cameron advised the board that there was one incident, considered minor at this time. The report was sent to the State Insurance Fund.

Mack Restoration Committee: Commissioner Keenan advised the board that there was nothing to report.

Building or Property Committee: No new issues with the building or property to report.

Old Business

Driver Qualification/Active Duty Criteria: Commissioner Keenan stated that this will be a priority in the new year.

Fuel Audit: The fuel audit will be due in January 2018 covering July through the end of December 2017.

Pressure Washer: Commissioner Jacobowitz said there was nothing to report at this time.

Life Insurance for Firefighters: Commissioner Keenan received quotes from Provident which he handed out to all board members. He went over the classification of eligible groups and the middle of the road options. He asked the board to keep in mind that we must cover the cancer bill at a cost of about \$12,000 per year. Some discussion ensued. Commissioner Keenan asked the board to review the package. No decisions must be made tonight.

Overhead Doors: Tabled

SAM (State and Municipal Facilities Program): Commissioner Keenan advised the board that all the paperwork is in.

Plymovent: Commissioner Jacobowitz got in touch with them. He will be scheduling maintenance after the first of the year.

AFG/FEMA Grant for 2018: Commissioner Grecco needs the paperwork from Chief Hunt before she can approach Congressman Maloney.

Surplus Gear: Commissioner Keenan came up with a surplus notice for the expired gear and a statement of understanding to be signed by the fire fighter acknowledging and agreeing to all the stipulations on the form. Commissioner Keenan asked Assistant Chief Keenan who the contact would be. He thought that Marc Beach was going to oversee all gear. He will find out for sure and let Commissioner Keenan know so he can revise the surplus notice. Any gear not sold will be donated to Black Helmet as agreed.

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New Gear: Commissioner Keenan and Treasurer Miller reviewed the budget regarding new gear. Line Item Transfers were completed as follows to cover the new gear purchases:

AMT	FROM	TO
\$35000.00	Life Insurance	PPE
6120.30	Utica National Dividends	PPE
7500.00	LOSAP	PPE
3144.89	Bond	PPE

After meeting, it was realized that there were a few more stragglers that needed to be outfitted. The PPE line has a balance of \$13875.88. Discussion ensued as to who will receive the new gear. Priorities were set, and needs will be filled. If questions arise concerning the purchase of any new gear, consult with Commissioner Keenan.

Two additional Line Item Transfers were completed as follows:

AMT	FROM	TO
\$ 6250.00	Surplus Equipment	Building
7500.00	LOSAP	Phones

Ongoing & Upcoming Projects

Office and Files Room Renovation: Commissioner Keenan advised the board that we are still working on this.

Doors, Keys & Locks: Commissioner Keenan advised the board that all the doors are done. The signs have been removed. The master code (123456) no longer works. Commissioner Decker asked if we were going to take disciplinary action against members giving out codes? The open-door policy must stop. Members who want to bring in friends, that's fine, just don't give out your code. The board agreed. Commissioner Decker suggested that the first time it happens, have a sit down with the member and advise not to do it again. Eliminate the code and give another code. And if there is a second time, we need to take a harder stand.

Surplus Equipment: Commissioner Keenan stated there was no new surplus equipment at this time.

Bay Floors: Commissioner Decker apologized and will have this drafted for next month.

New Business

OCAFD: A motion was made by Commissioner Grecco and seconded by Commissioner Decker to renew our membership in Orange County Association of Fire Districts in the amount of \$100. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

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NYSAFD: A motion was made by Commissioner Decker and seconded by Commissioner Cameron to renew our membership in the New York State Association of Fire Districts in the amount of \$500. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Ron Clum: A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to contract with Ron Clum to prepare the trial balance at a cost of \$125 per hour for about 4 hours. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Election Results: Commissioner Keenan read the slate of officers. When asked how the board wanted to vote, 1st Assistant Keenan stated that he would like the board to not accept him as 1st Assistant Chief. Commissioner Keenan asked what he would do if the board accepted him. He said he would resign at the next meeting.

Commissioner Keenan asked to entertain a motion to be made to go into Executive Session to discuss a personnel issue with the 1st Assistant Chief. At 8:30 PM Commissioner Jacobowitz made a motion, seconded by Commissioner Decker to go into Executive Session to discuss a personnel issue with the 1st Assistant Chief. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

At 8:57 PM the board reconvened. Commissioner Keenan said that the board discussed the time line of acting on the nominations from the Fire Company for the upcoming year. He read from Town Law and NY State Law that the Board of Fire Commissioners, at its organizational meeting in the month of January next, the making of such nominations shall consider same and shall appoint such persons to the offices to which they have been respectively nominated or if a nomination is not approved the board shall call a meeting of the fire company at which time a new nomination if the nomination is not approved. Commissioner Keenan went on to say that since this is not our organizational meeting, the board will not act on the nominations submitted by the fire company until our organizational meeting in January as stipulated by Town Law Section 176 sub-section 11B.

Organizational Meeting: Commissioner Keenan would like to entertain a motion to schedule our organizational meeting on January 8, 2018 at 7:00 PM. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to schedule the organizational meeting on January 8, 2018 at 7:00 PM. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Budget to Actual: The following line item transfers were made.

AMT	FROM	TO
\$ 1169.94	Physicals & Medical	Postage & Office
1036.14	Physicals & Medical	Phones
42.92	Worker's Comp	Unemployment Tax

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AMT	FROM	TO
\$ 444.84	Worker's Comp	Social Security (District)
8032.68	Worker's Comp	Insurance – Bldg., equip E&O

A motion was made by Commissioner Cameron and seconded by Commissioner Decker to purchase 15 pagers at a cost of \$450 each for a total of \$6750.00. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

A motion was made by Commissioner Jacobowitz and seconded by Commissioner Cameron to put the balance of the page 2 money after all is moved and paid into the Capital Reserve for Repair. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Chief's Report

Membership

- New members: 0
- Qualified drivers: 0
- New Drivers Requested: 0
- Drivers dropped: 0
- Physicals: In progress
- Members passing probation: 0
- Members reinstated: 0
- Members dropped due to non-payment of dues 0
- Social Members dropped: 0
- Status switch: 0
- Members suspended: 0
- Members resigned: 0

Apparatus Status

- All trucks ok
- 204 Radios put in yesterday

Further Information from the Chief

- Assistant Chief Keenan advised the board that the company will do the Santa run on Christmas Eve.

Further Information from the Commissioners

Nothing currently.

Information from the Treasurer/Secretary

Treasurer Miller would like to transfer \$85,368.64 from JP Morgan Chase to the general checking. Also moving \$145,464.48 from the money market savings to the general fund checking as well. A motion was made by Commissioner Cameron and seconded by Commissioner Jacobowitz to approve the two transfers above. Unanimous approval (5

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ayes, 0 nays) was received by those in attendance. Motion carried. Treasurer Miller also advised the board that she wrote an \$8,000 check to the Fire Company for the annual dinner and \$1350 for fire protection.

Secretary Keenan advised the board that commissioner election is tomorrow night from 6 to 9 PM.

Approved Expenditures

15 Pagers	\$ 6750.00
OCAFD	100.00
NYSAFD	500.00
Ron Clum	approx. 599.99
Gear Allocation	13875.88

Public Comments

Nothing currently.

Bills Signed

Commissioner Decker made a motion to pay bills if found correct, seconded by Commissioner Grecco. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

Budget to Actual Report

Commissioner Keenan acknowledged receipt of the Budget to Actual Report and it was reviewed.

Adjournment

Since all regular business was completed, Commissioner Decker moved to adjourn the meeting seconded by Commissioner Grecco. Unanimous approval (4 ayes, 0 nays) by those in attendance was received. Motion carried.

Respectfully submitted,

Mary E. Keenan
Secretary