

Coldenham Fire District  
Board of Fire Commissioners  
September 9, 2019

**Call to Order**

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on September 9, 2019 at the Coldenham Fire House. Commissioner Keenan called the meeting to order and led the salute to the flag.

**Roll Call**

Commissioners present: Joseph Keenan, Wayne Jacobowitz, Anita Grecco and Warren Decker.

Also, present: Mary Keenan, Secretary  
Linda Miller, Treasurer  
Chief Matt Hunt  
Asst Chief Mike Wirth  
Asst Chief Mike Kenny

**Acceptance of Minutes**

A motion was made by Commissioner Grecco and seconded by Commissioner Decker to dispense with the reading of the regular monthly meeting minutes of August 12, 2019 and accept them as written. Unanimous approval (4 ayes, 0 nays) was received by those in attendance.

**Communications**

**Air Conditioning Upgrade for Bids:** Commissioner Jacobowitz stated that the specs were sent out late and he extended the due date for bids to October 7, 2019 at our next meeting. Commissioner Jacobowitz made a motion seconded by Commissioner Decker to extend the bid opening to October 7, 2019 at 7:30. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

**Main Care:** Main Care submitted their fuel rates. Sheet was given to Treasurer Miller to do a cost comparison with them and Bottini.

**Hall Requests**

Fire Company Breakfast set up September 21 and event on September 22  
Fire Company Open House on October 19  
Fire Company Children's Halloween Party on October 26  
Fire Company Battalion 2 & 3 on October 27 for a large-scale water supply drill

Chief Hunt advised the board that if the floors are set to be done on November 1, he would like the weekend before and the weekend after left open to move the gear out and back in. It was mentioned that the Ladies have their craft sale on November 9 and election day is the 5<sup>th</sup>. It was suggested that the firefighters be allowed to place their gear in their personal vehicles as there will not be space for the racks in the hallway. It was also suggested to have them sign all gear out and back in on a specific date.

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A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to approve the use of the hall by the Fire Company for the above-mentioned dates. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. The Ladies Auxiliary on June 17, 2020 to host the Orange County Volunteer Firemen's Ladies Auxiliary meeting.

A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to approve the hall request by the Ladies. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Commissioner Keenan advised the board that there was a last-minute request to use the kitchen on Saturday. They assured him that the kitchen would be cleaned. The kitchen was not clean. He took pictures and will advise the member that they must get it cleaned.

**Public Discussion**

Nothing currently.

**Committee Reports**

**Safety Committee:** Nothing to report currently.

**Mack Restoration Committee:** Commissioner Keenan says that it still shakes at 45 mph. We need to drive it more to heat up the tires.

**Building or Property Committee:** Commissioner Keenan advised the board that there were some issues with the camera system. The hard drives are wearing out. We need to get 4 new hard drives at a cost of \$142.66 each for a total of \$571.96 from Staples. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to purchase the 4 hard drives at a cost of \$571.96 from Staples. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Keenan asked Treasurer Miller to order them from Staples.

**Old Business**

**2020 Budget:** The 2020 proposed budget is attached. A motion was made to adopt the proposed 2020 Budget by Commissioner Decker and seconded by Commissioner Grecco. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

**Fuel Audit:** Chief Hunt advised the board that the report has been completed through June 2019. Next report covering July 1 to December 31, 2019 will be due at the January 2020 meeting.

**SAM (State and Municipal Facilities Program administered by DASNY):** Commissioner Keenan advised the board that we need to hire an architectural engineer who specializes in roofing. We already approved the RFP, so we will have to work on that to publish it.

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**Annual Training:** Commissioner Keenan advised the board that this can come off the agenda.

**Dutchess Overhead Doors:** Commissioner Keenan advised the board that Dutchess Overhead Doors were here on Friday to complete repairs. He also stated that we don't have to change the entire door, the panels can be replaced.

**FEMA Grant:** It is not open yet.

**EMT Reimbursement:** One individual reimbursed the district in full. The other individual was advised that he is not allowed to respond until arrangements for payment are made.

**Treasurer Position:** The board will address this later in the meeting.

**Hose Replacement:** Chief Hunt received a quote from Haight Fire Equipment Supply. The 2½" X 50' is \$258 each for a total of \$1548 for 6. The 1¾" X 50' is \$198 each for a total of \$1188 for 6. Grand total would be \$2736 for the 12 hoses and that includes shipping. There are no other vendors who sell the striped hose that we use, so no other quotes are available. A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz for the purchase of (6) 2½" X 50' for \$1548 and (6) 1¾" X 50' for \$1188 for a grand total of \$2736 from Haight Fire Equipment Supply. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

**Sailfish:** Commissioners Keenan and Cameron and Chief Hunt reviewed the document. Issues addressed in the document are: Town of Montgomery Fire Dept or Town of Montgomery Fire District should be Coldenham Fire Company or Coldenham Fire District, public questioned our ability to fight fires there, which we are very capable to handle. (They suggested their own fire brigade.) Sailfish maintains that there is no significant impact. Both the planning board and the Coldenham Fire District disagree. We disagreed due to the size of the building, which we documented. They said they do not move any hazardous material in or out of the building. We googled Amazon (if it is going to be Amazon) and found that certain Amazon facilities ship and store Lithium batteries, so we documented that. We also questioned, because the parking lot is so large, if they could dedicate or would they have available a 100'X100' space in case we ever had to land a helicopter there in case of emergency. All this was in a letter signed by Chief Hunt and Commissioner Keenan which they brought to the Planning Board. The Planning Board gave a copy to Sailfish. Mr. Chase from Sailfish got a hold of Commissioner Keenan at the Town Board meeting. He wanted to sit with Chief Hunt and Commissioner Keenan to go over things cause planning board said we wanted a helipad. He suggested they meet on Monday because the planning board meeting was Monday night. Commissioner heard from him about 3:30 PM on Monday saying that he wants to meet with them tomorrow. Commissioner contacted the planning board and told them that if Mr. Chase goes to their meeting and says he met with us, he is mistaken. I also forwarded them all the e-mail traffic.

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**Fuel Tank Gauges:** The fuel gauges were not working so caps were purchased and Randy Haylock capped them. Thank you to Randy.

**Ongoing & Upcoming Projects**

**Office and Files Room Renovation:** Commissioner Keenan advised the board that this is the year to finish up the files room.

**Engine Bay Floors:** Commissioner Keenan says we will see what happens. We are tentatively scheduled for November 1, 2019.

**Replacement Blacktop:** Tabled.

**Air Conditioning Issues:** Already discussed.

**Kitchen Exhaust:** Nothing to report.

**New Business**

**Snowplowing and Plowing Bid:** Commissioner Warren Decker handed out a draft. Everyone is supposed to look at it for errors or suggestions. Commissioner Keenan would like to go out to bid for the snowplowing and salting for the 2019-2020 season. Bids to be received by October 7, 2019 and opened the same night. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Grecco to put a legal notice in the Wallkill Valley Times and the Times Herald Record requesting bids for the snowplowing and salting for the 2019-2020 season. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

**AD & D Insurance:** The renewal for the Accidental Death and Dismemberment insurance is \$2,411.00. A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to renew the AD&D insurance in the amount of \$2411.00. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

**Firehouse Software Contract:** The renewal for Firehouse Software through ESO is \$2159. A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to renew the Firehouse Software Contract at a cost of \$2159. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. Updates will need to be downloaded and installed.

**Chief's Report**

**Membership**

- New members: 0
- Qualified drivers: 0
- New Drivers Requested: 0
- Drivers dropped: 0
- Physicals: In progress

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- Members passing probation: (2) Ken Townsend  
Andrew Armour
- 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**

Chief Hunt advised the board that the tires on the Suburban are in terrible shape and he would like to replace them. A quote for tires on state bid for the Suburban is \$151.29 each. He would like to replace all four. The board agreed. The Chief also advised the board that regular maintenance for the small vehicles will begin in October.

**Further Information from the Chief**

- Chief Hunt recommended the removal of Nashville from the agenda due to our budget restraints.

**Executive Session:** Commissioner Keenan would like to entertain a motion to go into Executive Session to discuss a personnel issue of hiring a new Treasurer. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to go into Executive Session to discuss a personnel issue of hiring a new Treasurer. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Keenan invited Treasurer Miller to the Executive Session.

A motion to return from Executive Session at 8:37PM was made by Commissioner Jacobowitz and seconded by Commissioner Decker. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Commissioner Keenan stated that the board discussed hiring a new Treasurer. They decided to offer the position to Donna VanDerMeulen to start in October subject to her acceptance of the job. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to offer the Treasurer position to Donna VanDerMeulen. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

**Further Information from the Commissioners**

Commissioner Keenan advised the board that he and the Chief needs to go over the census on the Group Life Insurance to update information on Wednesday.

**Information from the Treasurer/Secretary**

Treasurer Miller would like to transfer \$125,000 from the money market to the general fund. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Grecco to approve the transfer of \$125,000 from the money market to the general fund.

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Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

**Approved Expenditures**

Hard Drives	\$ 571.96
Hose	2,736.00
AD & D Insurance	2,411.00
Firehouse Software Renewal	2,159.00
Transfer from money market to general fund	125,000.00

**Public Comments**

**Bills Signed**

A motion was made by Commissioner Grecco and seconded by Commissioner Decker to pay bills if found correct. Unanimous approval (4 ayes and 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 Jacobowitz. Unanimous approval (4 ayes and 0 nays) by those in attendance was received. Motion carried.

Respectfully submitted,

Mary E. Keenan  
Secretary