

Coldenham Fire District
Board of Fire Commissioners
February 10, 2020

Call to Order

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on February 10, 2020 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, Ricky Cameron, Anita Grecco and Warren Decker
Wayne Jacobowitz arrived late.

Also, present: Mary Keenan, Secretary
Linda Miller, Past Treasurer
Donna VanDerMeulen, Treasurer
Asst Chief Mike Kenny
Asst Chief Mike Wirth

Acceptance of Minutes

A motion was made by Commissioner Grecco and seconded by Commissioner Decker to accept the minutes from the Reorganization Meeting and the Regular Meeting of January 13, 2020 with corrections. Reorganization Meeting correction on Page 1, 6th paragraph, 4th sentence should read: A motion was made by Commissioner Decker and seconded by Commissioner Grecco that Commissioner Keenan be Chairman of the Board of Fire Commissioners for 2020. Regular Meeting correction on Page 1, under Communications, 2nd sentence should read: Statement balance as of December 31, 2019 is \$1,2762892.82. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Communications

We received a meeting notice for the Association of Fire Districts of Orange County which will be on February 25 at 7:30 PM at the Blooming Grove Fire Dept. The guest speaker will be Michael Gormley who will speak about Cancer Issues in Fire Service.

We received a calendar card from the LOSAP Group.

We received a letter from the Montgomery Fire District informing us that our fee for the use of their cross-link repeater located in Winding Hills is \$800 and is due by the end of April. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to pay Montgomery Fire District \$800 towards the use and maintenance of their cross-link repeater located in Winding Hills. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

We received a letter from the Association of Fire Districts of Orange County for the annual billing for 2020 and commissioner's survey. The dues are \$100 for the year. A motion was made by Commissioner Grecco and seconded by Commissioner Decker to pay the Association of Fire Districts of Orange County \$100 for our annual dues. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

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We received a letter in response to our letter of December 13, 2019 from Gerald Canfield, from the Code Compliance Department of the Town of Newburgh. He stated that all site and subdivision plans for proposed development in all Fire Districts serving the Town of Newburgh will be available for pick up at their office. He also said that in our letter we were not clear as to what connection we need. And finally, he stated that key boxes are required in the Town of Newburgh. He also wanted verification that we requested to handle our own ordering process with the building owner. Chief Hunt addressed these concerns in a letter which he and Commissioner Keenan will sign and get mailed out. Chief Hunt went to a walk-through of the senior complex on Lakeside Road and the owner of the property will put in the correct connections.

Commissioner Keenan advised the board that we received our updated end of the year statement from RBC Wealth Management on LOSAP. We started the year at \$1,138,517.21 we deposited \$75,105 withdraws of \$88,649.03 and the change in asset was \$106,811.82 leaving the ending balance on December 31, 2020 at \$1,276,892.82. Statement balance as of January 31, 2020 is \$1,270,974.82.

Hall Requests

Russell Garrison on February 29 from 3 to 9 PM for a birthday party
Randy Haylock on February 16 from 11 to 7 PM for a memorial service
Coldenham Ladies Auxiliary on March 8 from 10 to 4 PM for a Paint and Sip event

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

Public Discussion

Fred Stipak informed the board that all the work was done on the lights in the bays. The invoice was submitted, and it was noted that tax was not charged on the total of \$451.62. Commissioner Keenan thanked all who helped on this project.

Committee Reports

Safety Committee: Nothing to report currently. Commissioner Keenan reminded Commissioner Cameron that the annual injury and illness report (900-1). Commissioner Cameron will take care of this.

Mack Restoration Committee: Nothing new to report.

Building or Property Committee: Commissioner Keenan reported that the boiler room door is broken. The closer is disconnected and the top hinge is bent. Assistant Chief Kenny said that was taken down during the light project. He will look at it and get it put back together.

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Old Business

2019 LOSAP: Commissioner Keenan advised the board that the 2019 report was posted for the required number of days. Chief Hunt and Commissioner Keenan reviewed it again. There were two people who questioned their points. One was corrected and the other remained the same.

Fuel Audit: Commissioner Jacobowitz is working on it. Commissioner Keenan advised Commissioner Jacobowitz that Car 2 put his information in his box. New logs are needed. Commissioner Jacobowitz will get some.

SAM (State and Municipal Facilities Program administered by DASNY): Commissioner Keenan spoke with Jim Farr briefly but has not set up a meeting with him yet.

FEMA Grant: Assistant Chief Kenny advised the board that Chief Hunt suggested we back out of the grant with Walden as we won't get enough radios and submit our own grant. The board agreed. Some discussion ensued concerning Crudele. The Chiefs will contact him.

Cyber Insurance Renewal: Commissioner Keenan advised the board that the renewal cost for the year is \$1000, the same as last year. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to renew the Cyber Insurance for the year at a cost of \$1000. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

2019 Audit: The auditors will be here on Monday, February 17 at 8:30am if anyone is available to pop in, you are more than welcome. FYI...again this year the state is requiring them to audit the LOSAP program, so all the attendance records need to be submitted.

Projects

Office and Files Room Renovation: This is an ongoing project.

Engine Bay Floors: Commissioner Decker will begin contacting them next month.

Replacement Blacktop: Hopefully in 2020.

Air Conditioning Project: Commissioner Jacobowitz made a breakdown of the four quotes we received. He will call for clarification on some points. A decision will be made at next month's meeting.

Kitchen Exhaust: Commissioner Jacobowitz advised the board that he spoke with Quality Restaurant. He got a verbal quote of around \$2500 and will get a written quote for next month's meeting.

Phones: The phone is not working properly. Lines 2, 3 and 4 do not get a dial tone. Commissioner Decker will call Verizon tomorrow.

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Cut off Switch for Fuel Tanks: Commissioner Keenan will investigate it and get with Randy and Fred.

New Business

Rose and Kiernan Review Policy: We meet with Todd McNutt annually to review our insurance policy. Possible dates are 2/24, 2/26 and 3/2. A motion was made by Commissioner Grecco and seconded by Commissioner Jacobowitz to have a special workshop with our insurance agent from Rose and Kiernan at a date to be agreed on with them and then be posted in the Wallkill Valley Times. Unanimous approval (5 ayes, 0 nays) was received by those in attendance.

Montgomery IDA: Jeff Crist from the IDA wanted to know if the Fire District felt that the Sailfish project was beneficial to the community and fire district. Commissioner Keenan told him that we don't normally comment on the merits of a project. We would comment on the safety and our concerns about the fire service and emergency response only. The board agreed.

Galaxy: Commissioner Keenan spoke a little about different projects that are in the works in the Town of Montgomery. The Galaxy project is in the early stages and will be a warehouse between Bracken and Barron Roads. He also advised the board of a project behind Dunkin which is looking to add a warehouse and two rows of self-storage, at the Skibitsky's old property for a warehouse and on part of the late John Olsen property as a Lithium battery storage facility.

Fuel supplier: Commissioner Keenan advised the board that we got estimates from Randy Haylock concerning the delivery of fuel for the trucks. He would like to do an RFP to supply fuel. A motion was made by Commissioner Cameron and seconded by Commissioner Decker to advertise an RFP to supply fuel to the Coldenham Fire District. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Lawn Maintenance: Commissioner Decker will get the specs printed by next meeting so that we can go out to bid for lawn maintenance for 2020.

Physicals: Commissioner Cameron spoke with Dr. Basri who submitted his proposal. It is basically the same as last year. Dr. Basri recommended no chest x-ray as he said it was unnecessary radiation. Dates are Wednesday, March 11; Sunday, March 22 and Monday, March 24. He will post a signup sheet this week. He will not be doing Fit Testing as our new vendor will take care of that. Dr. Basri said that if any firefighter wants additional blood work, he will only charge the member's insurance cost.

Chief's Report
Membership

- New members: 0

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- 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

Everything is in service. 205 got the ladder testing done. Issues resolved during inspection to include one of the gas meters was out of service. Had to replace the sensors.

Surplus Equipment

Nothing currently.

Development Projects withing the Fire District

Nothing currently. He just received plans that he will review.

Further Information from the Chief

Asst. Chief Kenny advised the board that AAA will be conducting Fit Testing on March 10 and March 24 at 7 PM.

Replacement batteries were ordered for the thermal imaging camera on 203.

Asst Chief Kenny informed the board that Ruscon will no longer come to the site to do repairs. The Chief would like to use Campbell because they are close and easy to check the status of our equipment. We have a quote from Campbell and Mike Keenan Sr is working on the quote from Bulldog.

Asst Chief Kenny informed the board that we will be hosting a CPR class for members on March 21. Price will be based on attendance.

Asst Chief Kenny advised the board that EMS inventory will be done this month to have an order in March.

Asst Chief Kenny said that the Lithium Storage Facility will be build according to the NFPA 855 Standard. They will be in free standing cabinets.

Further Information from the Commissioners

Commissioner Keenan advised the board that Executive Session has been added to the

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agenda.

Commissioner Cameron asked the board to consider a second set of gear for interior firefighters.

Information from the Treasurer/Secretary

Treasurer VanDerMeulen advised the board that in January we received a check from Orange County in the amount of \$200 for the use of the hall.

Treasurer VanDerMeulen advised the board that she received paperwork from the Benevolent for the 2019 annual report.

We received a check from the Town of Newburgh for a third of the taxes in the amount of \$80,195.10.

Treasurer VanDerMeulen advised the board that the pre audit was done and the audit is scheduled for February 17th.

Treasurer VanDerMeulen needs to order checks. They will not send them to a PO Box. Commissioner Keenan said to have them sent certified mail to the Firehouse address.

Treasurer VanDerMeulen thanked Linda Miller for all her help and patience.

Approved Expenditures

Cyber Liability Insurance Renewal	\$	1000.00
Association of Fire Districts of Orange County		100.00

Resolution for Linda Miller: A resolution honoring Linda Miller and her service to the Coldenham Fire District was read. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to adopt this as an official resolution. Unanimous approval (5 ayes, 0 nays) was received by those in attendance.

Public Comments

Nothing currently.

Executive Session

A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to go into Executive Session to discuss an issue that might require legal advice. Approval (4 ayes, 1 nay) was received by those in attendance.

At 9:28PM a motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to return to the regular meeting. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. No official action was taken in Executive Session.

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Bills Signed

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

Stipend: A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to pay Linda Miller a stipend of \$599 a month while training. Unsnimous approval (5 ayes, 0 nays) was received by those in attendance. 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 (5 ayes and 0 nays) by those in attendance was received. Motion carried.

Respectfully submitted,

Mary E. Keenan
Secretary