

Coldenham Fire District
Board of Fire Commissioners
June 9, 2014

Call to Order

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on June 9, 2014 at the Coldenham Fire House. Commissioner Keenan opened the meeting with the pledge to the flag.

Roll Call

Commissioners present: Joe Keenan, Anita Grecco, Warren Decker and Andy Garofalo. Tim Besser will be late.

Also present: Mary Keenan, Secretary
Linda Miller, Treasurer.
Frank Simeone, Attorney (8:05 PM)

Acceptance of Minutes

A motion was made by Commissioner Decker to dispense with the reading of the monthly meeting minutes of May 12, 2014 and accept them as written. Commissioner Garofalo seconded the motion. Unanimous approval (4 ayes, 0 nays) by those in attendance was received. Motion carried.

Communications

- We received the monthly reports from RBC Wealth Management to be filed. Value as of May 31 is \$991,745.61 including an increase of \$8982.97. We also received the auto pay for Comercia and the bill for the auto pay for Comercia. We also received notification of our 2014 LOSAP contribution to be \$75,881.31. The 2015 estimate is \$77,065.20. We have budgeted \$85,000 for this line item.
- Commissioner Grecco received a certificate of insurance from Cooper Paving and she's not sure why she received it. She will call the insurance company and find out why we received it.
- We received a postcard from the Association of Fire Districts of Orange County informing us that their next meeting will be on June 24, 2014 at 7:30 PM at the Howells Fire House.
- A letter was received from President Blaney informing the board of Joe Stratton's change of status from active to social member. Also included is his new address. Three copies of applications for membership for Denise Stinson, Anna Molnar and Mike Nichols were received. New addresses for Cherie Bissinger, Alton Royal and Randy Haylock were received and the position of steward remains open at this time.
- A letter was received from President Blaney requesting permission to rearrange the plaques in the hall.
- A letter was received from President Blaney informing the board that a letter of resignation was received from Andrew Garofalo with regard to his position of 2nd Lieutenant Senior Grade. An election was held and Erik Keenan was elected.

NOTE: Commissioner Besser arrived at 7:45 PM.

Coldenham Fire District
Board of Fire Commissioners
June 9, 2014

Hall Requests

- Linda Miller for the Colden Park Homeowner's for July 30 at 7:30.
- Colleen Schneider for a birthday party on July 19.
- Ladies Auxiliary on April 17, 2015 after 9PM and April 18, 2015 for the Annual Tea Social.
- Fire Company for a blood drive on July 31, 2014
- Wanda Besser for a baby shower on October 4, 2014.
- Fire Company for Open House for Fire Prevention on October 10, 2014.

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

Checks received

Commissioner Besser advised the board that we received a check in the amount of \$5769.22 as a dividend on Worker's Comp. We also received a refund from Rose and Kiernan in the amount of \$881 for changes made to our insurance policy.

Public Discussion

None.

Committee Reports

Truck Committee

Commissioner Keenan stated that we still need to get a refrigerator/cooler and a coffee pot for the Fire Police Vehicle. A coffee pot is needed on the rescue also, so Chief Draiss will get two coffee pots.

Space Committee and Surplus List: Commissioner Besser stated that the Chief organized a clean up on May 31. The bottom half of the building is straightened out. There is an old gas powered water pump that can be declared surplus. Commissioner Keenan made a motion, seconded by Commissioner Decker to declare that item as surplus. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Besser will post it and receive bids at next month's meeting.

Safety Committee: Nothing to report at this time.

Mack Restoration Committee: Commissioner Keenan reported that the Mack makes a funny noise when you go over 10 MPH and the speedometer needle bounces. He believes that the speedometer cable needs to be replaced or fixed.

Old Business

Physicals

Commissioner Besser stated that he was very frustrated with Dr Basri's office last week when trying to confirm if one of the members from the fire company went for the prescreen.

Coldenham Fire District
Board of Fire Commissioners
June 9, 2014

It took two days for them to figure it out. Commissioner Besser will write a letter to address our concerns. He will also finalize the list so the appropriate letter can be sent out.

Driver Qualification/Active Duty Criteria

Commissioner Besser stated that the board held a workshop last Monday. Commissioner Keenan passed out a worksheet. The general discussion was that there should be baseline criteria to be an active fire fighter. Another work session will be tentatively scheduled for Monday, July 21, 2014 at 6:30. We will confirm this at our next monthly meeting.

LOSAP/Service Awards

RBC Wealth Management calculated our payout for this year will be \$75,881.31 and they still are suggesting that we budget \$85,000 for the year. Commissioner Keenan stated that he thinks that we need to get Tony back here to tell us what's going on. We have cleaned up the list and we haven't had a whole bunch of new members. Commissioner Besser suggested that we invite both Tony Hill and Dave Rogers to meet with us to discuss the LOSAP / Service Award. Commissioner Keenan made a motion, seconded by Commissioner Garofalo to make the contribution to LOSAP as budgeted for \$85,000. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

NOTE: Frank Simeone joined our meeting at 8:05 PM.

Server and Workstations

Commissioner Keenan advised the board that the server is in and the workstations have been updated. The firehouse software has been transferred to the cloud. There are a couple of items that need attention and our representative will be here tomorrow to correct them.

Kick plate for the Trophy Case: Instead of attaching the kick plate to the floor, it was suggested to attach it to the wall on either side of the trophy case. It was agreed to get a pine board that matches the top one and stain it the same color.

Policy Manual by Scicchitano & Pinsky (District Rules & Regs)

Continuing to review.

PA system: Commissioner Keenan stated that this is still on hold.

Fuel Audit: Commissioner Keenan hasn't had a chance to look at it.

RFP's for Electrician, Plumber and General Maintenance: Commissioner Besser will have them ready to go out next month.

Hall Rental: Commissioner Grecco stated that it is a work in progress and she will have everything put together for the July meeting.

Coldenham Fire District
Board of Fire Commissioners
June 9, 2014

Lighting on Ladder Truck 205

Commissioner Besser submitted three estimates for the lighting replacement. He suggested going with Haight and Code 3 at a cost of \$13,328.37. Commissioner Keenan made a motion, seconded by Commissioner Garofalo to spend up to \$15,000.00 to replace the 120v scene lights and the round surface warning DOT lights from Haight and the other warning lights from Code 3 direct sale at a cost of \$13,328.37. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Decker voiced some concern over having the members installing the lights. Commissioner Besser assured him that the Code 3 rep did say it could not be simpler.

Attorney Frank Simeone discussed our Capital Reserve Fund for Ladder Truck Purchase or Repair or Refurbishment. The Capital Reserve Fund should only be for Ladder Truck Purchase. A second Capital Reserve Fund should have been established for Equipment Repair or Refurbishment. He explained that since we already have a repair reserve fund, we would just need to pass a resolution tonight to schedule a public hearing for withdrawal of a specific amount from the repair reserve fund for whatever it is that needs to be done to the truck. The other option would be to declare it a public emergency and use the money in the repair fund without a public hearing, but it would have to be replaced within two years. He also suggested that we should re-title or revise our Capital Reserve Fund for Ladder Truck Purchase to be just that. Mr. Simeone stated that since the fund was set up incorrectly and prior to when the law changed in 2007 and that we set a maximum amount of money to accumulate in the fund before purchasing a ladder truck, felt that we should just go back and re-title the capital reserve fund. First, note that it was done improperly, and note what it should have been at the time to conform it to state law. That way, we will have the fund and it will only be for the purchase of a ladder truck with the same dollar amount. Commissioner Besser will get the original resolution to Mr. Simeone so that he can have it together for the next meeting and we can pass a resolution to re-title that account. So to use the money out of the Capital Reserve Repair Fund, we need to have a public hearing. Commissioner Keenan made a motion, seconded by Commissioner Decker to spend money out of the Capital Reserve Repair Fund for the lighting upgrade on Ladder Truck 205 not to exceed \$15,000. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. Frank Simeone will prepare the notice and send us a copy for our records.

New Business

Leaking roof: Commissioner Grecco stated that the roof is leaking. She will call two roofers and get estimates to repair the leak in the President's back office. Commissioner Besser also suggested a quote on replacing the ice shields also noting that we do not want to penetrate the roof.

Building Repair: Commissioner Garofalo got a second estimate from Doobens Steel Buildings of \$2935 to replace the two doors and \$7875 to repair the damage in the rotted metal. He will get the third estimate by next month's meeting.

Coldenham Fire District
Board of Fire Commissioners
June 9, 2014

Pictures in Hall: Commissioner Keenan suggested the formation of a committee to arrange the plaques and pictures in the hall to consist of one rep from each organization and he volunteers to be the rep for the district. Commissioner Keenan will get with the Chief and Ladies to form that committee.

Back Building: Commissioner Besser reported that we need to get a mason to repair a hole in the wall and in the foundation. He will get prices for next month's meeting. Commissioner Decker asked if we could look into better securing that building. The large charcoal grill is missing. Commissioner Keenan will check with American Alarm.

Sign: Commissioner Grecco spoke with Nick Johannets who said that we could build a retaining wall and remove the tree/bush. Commissioner Grecco stated that he would like to know how high it would be. Commissioner Besser spoke to him and he never mentioned height. Commissioner Keenan will try to get a couple guys to assemble the wall.

Chief's Report
Membership

- New members: Mike Nichols – Active Member
Denise Stinson – Social Member
Anna Molnar – Social Member
- Qualified drivers: 0
- New Drivers Requested: 0
- Drivers dropped: 0
- Physicals: On going
- Members passing probation: 0
- Members reinstated: 0
- Members dropped: 0
- Social Members dropped: 0
- Status switch: 0
- Members suspended: 1 continued
- Members resigned: 0

A motion was made by Commissioner Garofalo and seconded by Commissioner Grecco to accept Mike Nichols as an Active Fire Fighter pending passing probation and Denise Stinson and Anna Molnar as Social Members. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Further Information from the Chief

- Chief Draiss met with the guy that scratched 207. He was very apologetic and wants to get it resolved.
- Chief Draiss advised the board that the port-a-tank has been ordered and he is waiting for them to call him for delivery.
- Chief Draiss would like to send a Chief's truck to Syracuse to leave on Wednesday and return on Sunday.
- Chief Draiss would like to send a truck to the Hudson Valley Parade on June 21 and

Coldenham Fire District
Board of Fire Commissioners
June 9, 2014

possibly 1 or 2 Chiefs' vehicles.

- Chief Draiss would like to send a truck to the Town of Newburgh Community Day on July 3 for the fireworks.
- Chief Draiss would like to replace the hand held flashlights in 204. They work, but are very dim. With the chargers, new LED lights are \$140 a piece. They would be \$110 a piece without the chargers. A motion was made by Commissioner Keenan and seconded by Commissioner Decker to purchase 5 Survivor Lights (LED Version) at a cost of \$140 per light and charger. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

A motion was made by Commissioner Keenan and seconded by Commissioner Grecco to allow a Chief's vehicle to go to Syracuse for the NY State Chief's Convention, a truck and Chief's vehicle to go to the Hudson Valley Parade in West Glen's Falls and a truck to go to Town of Newburgh Community Day in Newburgh. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Decker wanted to know if after going to conventions the participants bring anything back to the department. Commissioner Besser stated that while there is no written report, the participants will bring information back to the Chief or other firefighters orally. Also, Commissioner Keenan stated that documents are downloaded when classes are attended and those are submitted to the Chief.

- Chief Draiss advised the board that EMT's need to upgrade their training and there is a class offered on-line at a cost of \$75 to cover this transitional training. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to allow our EMT's to take the on-line EMT Transitional Training class at a cost of \$75 per person for whoever needs it. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. The cost will be put on one of the District's credit cards.

Executive Session: A motion was made by Commissioner Decker and seconded by Commissioner Garofalo to go into executive session to discuss a specific personnel matter involving specific individuals. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Meeting reconvened at 9:10 PM. Following consultation with our Attorney and Chiefs, Commissioner Besser stated that he would like a motion to allow Stephen Corbin to return to duty with restrictions (to be worked out between our counsel and Chief). Commissioner Garofalo made a motion seconded by Commissioner Decker to allow Stephen Corbin to return to duty with restrictions, as agreed by our Counsel and Chief. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Further Information from the Chief (Continued)

Chief Draiss would like to purchase portable spill containment pools. The cost ranges from \$110 to \$150. A motion was made by Commissioner Decker and seconded by

Coldenham Fire District
Board of Fire Commissioners
June 9, 2014

Commissioner Grecco to allow up to \$600 for the purchase of portable spill containment pools. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Further Information from the Commissioners

Commissioner Keenan asked when and where is the line when we decide that the lawyer is going to put something in the newspaper or the secretary is. Why should we pay him tonight to put that in the paper when Mary has done it before? Commissioner Besser stated that he knows that we've run the legal notices before, but he didn't believe she notified the Town Clerks and such. Secretary Keenan advised the board that anything that posts in the paper as a legal notice gets sent to both Town Clerks and is also posted on the Fire District Website. Commissioner Keenan stated that he didn't need an answer tonight, but that he won't appreciate the bill we receive when he's using our letter that we wrote and he changed a couple words.

Commissioner Decker stated that his Commissioner Training was complete. He gave the paperwork to Treasurer Miller who will write a check for \$100 made out to Pinsky Law Group and mail it out.

Information from the Treasurer/Secretary

Secretary Keenan advised the board that we need to replace the copier as soon as possible. The copier keeps jamming and it crinkles the paper. Commissioner Besser feels that we need a copier with an auto feeder on it. The secretary would like a collator. Commissioner Decker made a motion to spend up to \$750 to purchase an interim copier. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Besser will take care of this.

Treasurer Miller advised the board that we received a rebate from media group for \$36.04 from a credit balance that they had been holding for a while. We received a check from PILOT in the amount of \$152.66. The bill for the gear was received in the amount of \$14,136.05 which will be paid out of last year's budget. Treasurer Miller advised the board that there was an issue with the expiration date on some of the District's credit cards. The original cards were never received, so after further checking, a second set was sent and all is correct now.

Treasurer Miller would like to transfer \$25,000 from the money market account to the general checking and \$85,000 from the Chase account to the general checking to pay for the LOSAP bill. Commissioner Keenan made a motion seconded by Commissioner Garofalo to move \$25,000 from the money market account to the general checking for monthly bills and \$85,000 from the Chase account to the general checking to pay the LOSAP bill. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Approved Expenditures

LOSAP	\$85,000
Haight & Code 3 (205 Lights)	15,000

Coldenham Fire District
Board of Fire Commissioners
June 9, 2014

Survivor Lights	\$ 705
EMT Transitional Training	75 each
Spill Containment Pools	600
Interim Copier	750

Public Discussion

Vice President Molnar wanted to know how to bid on the surplus pump. Commissioner Besser said that you put a price in a sealed envelope and if you're the highest bid, you get it.

Bills Signed

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

Adjournment

Since all regular business was completed, Commissioner Decker moved to adjourn the meeting seconded by Commissioner Keenan. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

Respectfully submitted,

Mary E. Keenan
Secretary