

Coldenham Fire District
Board of Fire Commissioners
December 10, 2018

Call to Order

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on December 10, 2018 at the Coldenham Fire House. Commissioner Grecco called the meeting to order and led the salute to our flag.

Roll Call

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

Also, present: Linda Miller, Treasurer
2nd Asst Chief Mike Wirth

Commissioner Keenan, Secretary Keenan, Chief Hunt and 1st Asst Chief Mike Kenny were excused.

Acceptance of Minutes

A motion was made by Commissioner Decker and seconded by Commissioner Cameron to dispense with the reading of the monthly meeting minutes of November 12, 2018 and accept them as written. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Communications

- Treasurer Miller advised the board that we received our monthly statement from RBC Wealth Management on LOSAP. Statement balance as of November 30, 2018 is \$1,180,668.23.
- A letter was received from Ronald Clum concerning the 2018 audit review at a rate of \$125.00 per hour. Commissioner Decker asked the Treasurer if she felt this was helpful. She stated that it was. A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to contract with Ronald Clum at a cost of \$125 per hour for the 2018 audit review. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.
- A bill was received from the Association of Fire Districts of Orange County for 2019 dues at a cost of \$100. A motion was mad by Commissioner Decker and seconded by Commissioner Cameron to pay \$100 to the Association of Fire Districts of Orange County for 2019. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.
- We received a letter from President Keith Aigner with the list of elected officers.
- We received a postcard from the Association of Fire Districts of Orange County th at the next meeting will be on February 28 at the South Blooming Grove Firehouse.

Hall Requests

None

Coldenham Fire District
Board of Fire Commissioners
December 10, 2018

Public Discussion

Captain Gasperetti asked for permission to have beer and wine at the Ladies Christmas Party. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Committee Reports

Safety Committee: Commissioner Cameron advised the board that there was one injury this month at a mutual aid call in Montgomery. The completed report was submitted.

Mack Restoration Committee: Tabled

Building or Property Committee: Lights in the meeting room need to be replaced. Commissioner Jacobowitz and Commissioner Decker will take care of this.

Old Business

District Rules and Regulations Review: Nothing currently.

Fuel Audit: Chief Hunt turned in reports on 203 and Car 2. Commissioner Jacobowitz said it will be completed shortly.

Life Insurance for Firefighters: No report.

Cancer Bill Insurance: We are just waiting for the invoice.

SAM (State and Municipal Facilities Program administered by DASNY): Commissioner Grecco advised the board that all is on target. She was told to wait 3 months, so the new representative can settle in. Some discussion ensued as to why some companies get the grants they ask for and others don't. Commissioner Cameron suggested bringing this subject to the Fire District Associations.

Annual Training: Assistant Chief Wirth advised the board that everyone is up to date on their annual training. There is a make-up session for Extinguishers and HazMat will be on Sunday, December 30.

Air Conditioning Issues: Commissioner Jacobowitz advised the board that this is tabled until Spring.

Kitchen Exhaust: Commissioner Jacobowitz advised the board that this is tabled until Spring.

Snowplowing Contract for 2018/2019 season: Contract has been signed by Commissioner Jacobowitz. He will contact Anthony Trapini from Belly Flop to advise.

Coldenham Fire District
Board of Fire Commissioners
December 10, 2018

SCBA Equipment: Equipment has been ordered. Fit testing is scheduled for December 17, 18 & 19.

Ongoing & Upcoming Projects

Office and Files Room Renovation: No report.

Doors, Keys & Locks: No report.

Surplus Equipment: Nothing to report.

Bay Floors: Commissioner Decker advised the board that this job will be scheduled after the first of the year. He also stated that once the job is completed, the warranty will only continue to the end of the existing contract.

Blacktop & Sealcoating: No report currently.

New Business

Fire Company Election Results:

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

Chief	Matt Hunt
1 st Asst Chief	Mike Kenny
2 nd Asst Chief	Mike Wirth
1 st Captain	Tim Hank
2 nd Captain	Erik Keenan
1 st Lieutenant Senior Grade	Marc Beach
1 st Lieutenant Junior Grade	Wesley Wright
2 nd Lieutenant Senior Grade	Frank Draiss Jr
2 nd Lieutenant Junior Grade	Russell Garrison
Fire Police Captain	Randy Haylock

- The following Business Officers were elected:

President	Keith Aigner
Vice President	Tim Besser
Treasurer	Frank Sangricoli
Corresponding Secretary	ChrisAnn Kenny
Recording Secretary	Katelyn Gasperetti
Sgt at Arms	Glenn Keenan
Trustee (3-yr term)	Ed Conroy
Steward	Lorreon Clemmons

Coldenham Fire District
Board of Fire Commissioners
December 10, 2018

A motion was made by Commissioner Cameron and seconded by Commissioner Jacobowitz to accept Matt Hunt as Chief. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried

A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to accept Mike Kenny as the 1st Assistant Chef. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried

A motion was made by Commissioner Jacobowitz and seconded by Commissioner Cameron to accept Mike Wirth as the 2nd Assistant Chief. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried

A motion was made by Commissioner Jacobowitz to accept Tim Hank as the 1st Captain. Commissioner Cameron suggested that the company submit an exemption letter to accept Tim's experience at another company. Commissioner Jacobowitz rescinded his motion. Commissioner Cameron added that all our department needs to do is ask. Commissioner Jacobowitz didn't think there would be a problem with that. Commissioner Grecco asked what company he came from. Maybrook. Commissioner Cameron added that our rules and regs require one-year experience as officer in our company in order to be a 1st Captain. Commissioner Decker added that he had to do the same exact thing to go through the ranks. The exemption letter was received from President Aigner during the meeting in text form. He will submit an official letter as soon as possible. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Grecco to accept Tim Hank as 1st Captain. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to accept Erik Keenan as the 2nd Captain. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried

A motion was made by Commissioner Cameron and seconded by Commissioner Decker to accept Marc Beach as the 1st Lt. Sr. Grade. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried

There was much discussion as to the election of Wesley Wright. Commissioner Decker expressed concern about the rules and regulations of the FDNY regarding him getting hurt while on duty at our firehouse. Also, if he will be able to fulfill his duties as 1st Lt. Jr. Grade. Assistant Chief Wirth assured the board that Wesley has been in the position for 2-3 years including while going through the EMT Academy and was still able to perform his duties at Coldenham. He also said that Wesley would step down if he felt he could not fulfill his duties with Coldenham. Commissioner Decker would like to talk to Wesley to hear this directly from him. Commissioner Cameron added that he was supportive to what the Chiefs want. If they can work with it, then he is supportive. Commissioner Jacobowitz

Coldenham Fire District
Board of Fire Commissioners
December 10, 2018

concurred with Commissioner Cameron. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Cameron to accept Wesley Wright as 1st Lt. Jr. Grade. Voting results were as follows: 3 ayes and 1 abstention. Motion carried.

A motion was made by Commissioner Jacobowitz and seconded by Commissioner Grecco to accept Frank Draiss Jr as 2nd Lt. Sr. Grade. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried

A motion was made by Commissioner Jacobowitz and seconded by Commissioner Cameron to accept Russell Garrison as 2nd Lt. Jr. Grade. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

A motion was made by Commissioner Grecco and seconded by Commissioner Cameron to accept Randy Haylock as Fire Police Captain. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Reorganization meeting:

The reorganization meeting will be on January 7, 2019 at 6:00 PM. A motion was made by Commissioner Cameron and seconded by Commissioner Decker to hold the reorganization meeting on January 7, 2019 at 6:00 PM. Unanimous approval (4 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

204 – still broke. Engineer Mike Keenan will contact them on Wednesday.

Further Information from the Chief

- Assistant Chief Wirth advised the board that we received the ladder test quote from Mistras at a cost of \$1435.00. If stickers are needed, there is a charge of \$2.50 each. A motion was made by Commissioner Jacobowitz and seconded by Commissioner

Coldenham Fire District
 Board of Fire Commissioners
 December 10, 2018

Decker to approve up to \$1500 for the ladder testing. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

- Assistant Chief Wirth advised the board that fit testing will be held on December 17, 18 & 19. Sign up in the bays.
- Assistant Chief Wirth advised the board that we received a quote for the purchase of the 5 AED units from Haight at a cost of \$7950. A motion was made by Commissioner Cameron and seconded by Commissioner Decker to purchase the units at a cost of \$7950. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.
- Assistant Chief Wirth hoods and gloves be purchased at a cost of \$2000. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to expend up to \$2000 to purchase hoods and gloves. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.
- Assistant Chief Wirth would like to request permission to have beer and wine at the awards dinner on January 18, 2019. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to allow alcohol at the awards dinner. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.
- Assistant Chief Wirth thanked the board for their support in 2018.

Further Information from the Commissioners

Commissioner Decker expressed concern about the AED kept in house. He would like to it to be in a security box. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to approve the purchase of a security alarm box not to exceed \$300. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Commissioner Decker expressed concern about the length of time it is taking to get the part for 204. Assistant Chief Wirth advised the board that the part is in the process of being made. If the truck is not back in service soon, the board should discuss our options.

Commissioner Decker asked where 208 was and no one knew where it was. Commissioner Decker would like there to be better communication when trucks leave the firehouse.

Information from the Treasurer/Secretary

Treasurer Miller advised the board that she wrote an \$8000 to the fire company for the installation dinner and \$1350 for fire protection.

The following line item transfers were proposed by the treasurer:

From	Amount	To
Misc. Food	\$1650.90	Office & Postage
Misc. Other	4400.00	Vehicle Maintenance

Coldenham Fire District
Board of Fire Commissioners
December 10, 2018

From	Amount	To
Radio Maintenance	87.48	Admin Fees
Gas & Electric	\$5000.00	PPE
Unemployment Tax	217.52	Social Security

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

A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to transfer \$60,000 from the general fund to the capital reserve for equipment purchase and to balance line items if needed. A review will be made by the end of the month on the exact amount of the transfer.

The Treasurer will keep the following in the general fund:

\$35,000.00	for household bills
6,000.00	for cancer bill invoice
20,000.00	for repairs on 204
<u>9,950.00</u>	for AEDs, gloves and hoods
\$70,950.00	Total

The treasurer requested that she be allowed to sign checks over \$10,000.00 if it was not possible to get one of the other signers on the account for a second signature. It would be on the checks to transfer money from the money market and checking being deposited to the capital reserve for equipment purchase. It will be for this month only and would not be a check made payable to a vendor. On a motion by Commissioner Decker and seconded by Commissioner Grecco the above requests have been approved. The board was polled: Commissioner Jacobowitz – yes, Commissioner Decker – yes, Commissioner Cameron – yes and Commissioner Grecco – yes. Motion was carried with a vote of 4 ayes and 0 nays. She also requested that she be able to sign her paycheck. Treasurer assured the board that all attempts will be made to have two signatures, and it is only being done to conduct end of year transactions. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Cameron to allow the Treasurer to sign her own paycheck. The board was polled: Commissioner Jacobowitz – yes, Commissioner Decker – yes, Commissioner Cameron – yes and Commissioner Grecco – yes. Motion was carried with a vote of 4 ayes and 0 nays.

Approved Expenditures

Association of Fire Districts dues	\$ 100.00
Ronald Clum	125.00/hr.
Ladder testing	1500.00
AED security box	300.00
AEDs (5)	7950.00

Coldenham Fire District
Board of Fire Commissioners
December 10, 2018

Hoods and Gloves

2000.00

Public Comments

Paula Cunningham has a Fire Police ID that was issued by the Sherriff's Department. Hers expired in 2010. She attends the County Fire Police meetings and they do talk about having IDs for the Fire Police. Since she spoke to Carl Dubois and spoke to Chief Hunt she would like to go and get a new one. Commissioner Decker suggested that the Chief speak with the Sherriff's Department and plan a date, with an alternate for all our Fire Police to get their ID's. Paula got a paper that the Chief would have to complete. Commissioner Cameron advised the board that the county provides accountability tags at no cost. That would just have to be set up by Chief Hunt. Commissioner Decker also said that our local towns and companies would benefit by an ID tag. Commissioner Cameron stated that if one of our members came upon a scene, they need to get permission from command and make sure they note it, our member would be covered. Discussion ensued, and the bottom line is the Chief should be handling this.

Bills Signed

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

Budget to Actual Report

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

Respectfully submitted,

Mary E. Keenan
Secretary