

Coldenham Fire District  
Board of Fire Commissioners  
November 18, 2019

**Call to Order**

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on November 18, 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, Rickey Cameron, Anita Grecco and Warren Decker.

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

**Acceptance of Minutes**

Due to circumstances beyond my control, there are no minutes to accept from October.

**Communications**

A flyer for Fire District Commissioner Training was received. A copy was given to Commissioner Jacobowitz.

We received notice that we need compliance posters for the new year. If purchased before November 29, the cost is \$79.50 and if purchased after the 29<sup>th</sup>, the cost is \$89.50.

We received a proposal from Belly Flop for fall clean-up of Firehouse property in the amount of \$850. Will be done if weather permits.

We received the service fee agreement from PenFlex.

Commissioner Keenan advised the board that we received our monthly statement from RBC Wealth Management on LOSAP. Statement balance as of October 31, 2019 is \$1,256,226.37.

**Hall Requests**

Anthony Trapini on December 14, 2019 for a birthday party from 9 – 6 PM  
Tina Vredenburg on March 7, 2020 for a baby shower from 8 – 6PM  
Red Hats on February 15, 2020 for a meeting from 10 – 6 PM  
OC Fire Chief's Association on February 17, 2020 for a meeting  
Fire Company on January 24, 2020 for Awards night

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

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A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to approve the requests by Anthony Trapini, Tina Vredenburg and the Red Hats. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

**Public Discussion**

Nothing currently.

**Committee Reports**

**Safety Committee:** No issues or injuries reported to Commissioner Cameron.

**Mack Restoration Committee:** Nothing new to report.

**Building or Property Committee:** Nothing currently.

**Old Business**

**Fuel Audit:** 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 said if the person is willing to accept, and we deem it fair, we can piggyback a contract for a Project Manager. He will get that information and present it to the board after the new year.

**FEMA Grant:** Chief Hunt advised the board that there is nothing left this year.

**Ongoing & Upcoming Projects**

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

**Engine Bay Floors:** Commissioner Keenan hopes to get this completed in the spring.

**Replacement Blacktop:** Hopefully in 2020.

**Air Conditioning Project:** After some discussion it was decided to republish the notice in the Wallkill Valley Times and the Times Herald Record. Bids will be due by January 13, 2020 by 7:30 PM. A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to republish the notice in both papers. Unanimous approval (5 ayes, 0 nays) was received by those in attendance.

**Kitchen Exhaust:** Commission Jacobowitz spoke with Quality. They have not been able to meet, but he would like to come out and check out the situation.

**New Business**

**2019 Audit:** Commissioner Keenan stated that we talked about putting out an RFP for auditors. There are already options for 2019 and 2020 build into the contract with Cooper

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Arias. Commissioner Keenan spoke with them and they would just need to know if we want them to do it. The cost for a 2019 audit is \$6500. Commissioner Decker asked Treasurer Miller if she was satisfied with their work. She is very happy with their work, experience and professionalism. A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to contract with Cooper Arias for the 2019 Audit of the Fire District. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. Treasurer Miller would like to request the help of Ron Clum as in years past, for a pre audit. She will let him know that we need a proposal from him.

**PenFlex Service Fee Agreement:** Commissioner Keenan orally reviewed the agreement. The estimated cost for the coming year is \$5900 with \$3450 due. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Cameron to approve the Service Fee Agreement with PenFlex with \$3450 due at this time. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

**Fall Cleanup:** A motion was made by Commissioner Grecco and seconded by Commissioner Cameron to award Belly Flop the contract for fall cleanup in the amount of \$850. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

**Labor Law Renewal Posters:** A motion was made by Commissioner Decker and seconded by Commissioner Cameron to order the posters at a cost of \$79.50. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

**Lights in Bay:** Commissioner Decker has noticed that we are starting to lose quite a few lights in the bays. He will contact Fred Stipak to see what date is good for him. Commissioner Decker will bring a price back for next month's meeting.

### **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

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**Apparatus Status**

Nothing currently.

**Surplus Equipment**

Chief Hunt advised the board that there are 26 pairs of out of dated boots. He will check with Walden to see if they can use some of the smaller ones for their Explorers.

**Further Information from the Chief**

Chief Hunt is looking to change the headlights from regular to LED. He is waiting for pricing.

Chief Hunt read the letters he drafted to the Town of Newburgh Building Department and the NYS DOT. The board approved the wording of both.

Chief Hunt requested permission to have alcohol at the Company Christmas party on December 10 and the Fire Chief's Association meeting on February 17, 2020. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Cameron to allow alcohol to be served on those two occasions. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

**Further Information from the Commissioners**

Commissioner Keenan reminded the board that the Fire Cats are meeting here this Thursday.

Commissioner Keenan advised the board that Sexual Harassment Awareness Training needs to be completed by Commissioner Grecco, Glenn Keenan, Mary Keenan, Linda Miller and Donna VanDerMeulen. They will meet on November 25, 2019 at 7 PM for their training.

Commissioner Keenan briefed the board on the proposed fire tax payments vs the tax abatement approved by the IDA. If there are any discrepancies, he would like authorization to meet with our attorney. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to authorize Chairman Keenan to meet with the attorney if there are any discrepancies. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

**Information from the Treasurer/Secretary**

Treasurer Miller advised the board that the Town of Newburgh Chargebacks are \$4340.42 and are due by December 31. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to pay the Town of Newburgh \$4340.42 for the chargebacks. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Treasurer Miller would like to transfer \$150K from the Money Market to the checking account. A motion was made by Commissioner Grecco and seconded by Commissioner

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Jacobowitz to have Treasurer Miller transfer \$150K from the Money Market to the checking account. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Treasurer Miller advised the board that the electors currently receive \$40 for working the election. After some discussion a motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to raise the rate from \$40 to \$50 for the night. Unanimous approval (4 ayes, 0 nays 1 abstain) was received by those in attendance. At Commissioner Jacobowitz’s request, the secretary polled the board: Commissioner Jacobowitz – yes, Commissioner Decker – yes, Commissioner Cameron – yes, Commissioner Grecco – yes and Commissioner Keenan – abstain. 4 ayes, 0 nays 1 abstain

**Approved Expenditures**

Labor Law Posters	\$	79.50
Belly Flop Fall Cleanup		850.00
PenFlex		3450.00
Chargebacks		4340.42
Transfer from MM to General Fund		150,000.00
Elector Clerk Pay		50.00 each

**Public Comments**

Nothing currently.

**Bills Signed**

A motion was made by Commissioner Decker 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.

**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 Jacobowitz moved to adjourn the meeting seconded by Commissioner Decker. Unanimous approval (5 ayes and 0 nays) by those in attendance was received. Motion carried.

Respectfully submitted,

Mary E. Keenan  
Secretary