

Coldenham Fire District  
Board of Fire Commissioners  
May 9, 2016

**Call to Order**

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on May 9, 2016 at the Coldenham Fire House. Commissioner Keenan called the meeting to order with the pledge to the flag.

**Roll Call**

Commissioners present: Joe Keenan, Anita Grecco, Wayne Jacobowitz and Rickey Cameron. Warren Decker was excused

Also present: Mary Keenan, Secretary  
Linda Miller, Treasurer  
Matt Hunt, Chief  
Barbara Gasperetti, 1<sup>st</sup> Assistant Chief  
Mike Keenan Jr, 2<sup>nd</sup> Assistant Chief

**Acceptance of Minutes**

A motion was made by Commissioner Grecco and seconded by Commissioner Jacobowitz to dispense with the reading of the monthly meeting minutes of April 11, 2016 and accept them as written. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

**Communications**

- We received a letter from Central Hudson informing us that Ambit will no longer be supplying our electricity. Our account will be transferred to Central Hudson's full-service rate at our next regularly scheduled meter reading on 06/06/2016.
- We received an informational letter from Chase for Business about an employee deposit card.
- We received a package from the Firemen's Association of the State of New York pertaining to the 144<sup>th</sup> Annual Convention in Albany from August 10 to 13<sup>th</sup>. Convention registration and housing information is included in the package and further information can be found at [www.fasny.com](http://www.fasny.com). They ask that we complete and return the forms to designate the delegate and alternate to represent the district. Package given to Commissioner Keenan.
- A thank you card was received by Reverend Randazzo on behalf of the Chaplain's convention. He also requested a meeting with the board and Chiefs as soon as possible.
- Commissioner Keenan stated that RBC Wealth Management sent notification of the auto pays to Comerica and the monthly LOSAP investment statement. The balance as of April 30 was \$1,060,062.40.
- We received a notice from our insurance that two vehicles do not match motor vehicle records. Paperwork was given to Chief Hunt to check on the issue. Chief Hunt advised the board that he did not receive any insurance cards for the ATV. Commissioner Keenan will check with our insurance carrier. The ATV is listed on

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our policy.

- A letter was received from Aden Brook Farms thanking the Chief and members of the fire department with regard to the fire of March 21, 2016. They included a \$500 check in appreciation. Commissioner Keenan said that this needs to go to the fire company, but it made out to the district. Treasurer Miller will deposit the check and write a new check to the company.

**RFPS for Plumbing and Electric Service Contracts:** An RFP package was received from Classic Plumbing for the Plumbing Service Contract. An RFP package was received from Harry F Rotolo & Sons Inc for the Electric Service Contract.

**Hall Requests**

- Kyle Miller on June 25 from 5 PM to 10 PM for a graduation party.
- The Fire Company on June 26 for a breakfast fundraiser.

Commissioner Grecco gave Jeremy Bissinger's \$100 check to Treasurer Miller as he has used his free hall use already.

A motion was made by Commissioner Cameron and seconded by Commissioner Jacobowitz to accept the fire company's request for the use of the hall on June 26 for the breakfast fundraiser. 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 Jacobowitz to accept the request from Kyle Miller to use the hall on June 25 from 5 PM to 10 PM for a graduation party. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

**Public Discussion**

Mike Conroy advised the board that he was here to answer a letter sent to him about 4 years ago. He talked about himself and his past history with the Coldenham Fire Company including the offices held during his five active years with the company. At the end of his time with the company, he admitted to disagreements, misunderstandings and miscommunications mostly due to his immaturity at the time. He recently moved to Berea Road and decided that enough time had passed and he would like to come back and answer that letter. He said the district wrote him a letter stating he was not allowed back on the property until speaking with the board. He also added they protected their company and did the right thing and he is here to answer that letter now. At 7:52 PM. Commissioner Keenan made a motion to go into Executive Session to discuss the personnel issue as not all members of this board were members of the board at that time. Commissioner Jacobowitz seconded the motion. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

At 8:09 PM, the regular meeting was reconvened. Possible actions were discussed but no action was taken.

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**Committee Reports**

**Safety Committee:** Commissioner Cameron advised the board that there was nothing to report on safety at this time.

**Mack Restoration Committee:** Commissioner Keenan attended the Rhinebeck Swap meet this Saturday and picked up some sealed beam 6V lights which he installed on the Mack and they worked.

**Monthly Building Issues:** The ladies room door is still not fixed. Commissioner Grecco will contact Ken again and have him fix it.

**Engine 204 Replacement Committee:** Commissioner Keenan advised the board that the committee met a couple of times since the last meeting. He stated that the Truck Committee recommends to change the focus to the replacement of Ladder Truck 205. They went over the reasons to replace the ladder vs the engine. The ladder had about 13 reasons while the only reason to replace Engine 204 was for its resale value. The second page shows each truck, the year it was made, its current age and the year it would need to be replaced at each of 20, 25, and 30 years. Being the ladder will be 30 years old in a couple of years, the committee thinks the focus should be on its replacement. The third page shows the available funds. Some discussion ensued. Commissioner Cameron agreed with the proposal to switch focus from Engine 204 replacement to ladder truck 205 replacement. Commissioner Jacobowitz expressed concern about other big ticket items we need like the air packs and gear. Chief Hunt thinks we would be able to get a grant for the air packs. Commissioner Keenan said that we will need to get a grant because the air packs have more than doubled since we purchased them. They will now run about \$280,000 to replace. Chief Hunt made a list for Commissioner Grecco to bring to Senator Larkin. Commissioner Cameron made a motion to change direction of the truck committee from Engine 204 replacement and make the ladder truck replacement our priority. Commissioner Jacobowitz seconded the motion. The secretary polled the board: Commissioner Jacobowitz – yes, Commissioner Cameron – yes, Commissioner Grecco – abstain and Commissioner Keenan – yes. Results of the vote: 3 ayes, 1 abstain. Motion carried.

**Old Business**

**Physicals:** Commissioner Cameron advised the board that as of today 57 members have completed their physicals with 4 not completed yet. Commissioner Cameron stated that Dr Basri was not able to attend our meeting tonight, but he will be here on June 13 at 7:00 PM to meet with the board. In accordance with our policies, those members will be unable to respond to all firefighting duties. The secretary will send letters by certified mail to the remaining firefighters who need physicals restricting them from all firefighting duties until contacting Commissioner Cameron and completing a physical.

**Driver Qualification/Active Duty Criteria:** Commissioner Keenan advised the board that all editing was complete at the last workshop held on April 17. The biggest question was

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how are we going to track our training and how can our members get the training if they can't make our classes. He handed out a proposal from Target Solutions which offers online courses that meets standards for Police, Fire and EMS. They gave Commissioner Keenan a demo and a user name and password. He would like to have a couple Chiefs, a couple Commissioners and the Training Officer to meet and use the demo to see what it can do. Chief Hunt said that Goshen has either this program or something similar and it is so much easier and saves so much time. He would like to meet those mentioned to meet at the firehouse on May 31 to check out the demo. He will report their findings next month.

**Fuel Audit:** Chief Hunt said that the fuel audit was done for December 2015 to now, just needs to complete one for June 2015 to December 2015.

**Coldenham & Berea Road Intersection Issue:** Commissioner Grecco met with Senator Larkin. While in his office, he contacted the transportation department and asked why they denied our request. He said he would check and get back to him. Commissioner Grecco called Jim McKey, who works in Senator Larkin's office to check in with him. He said Senator Larkin was going away this week, but he would get back with this guy on his return. Secretary Keenan gave Commissioner Grecco a copy of the letter that past Commissioner Besser wrote to C Kingsley Onyeche of the NYS Department of Transportation to give to Mr. McKey. Commissioner Grecco isn't asking for a stop light, but she wonders if a four-way stop would help. She would also suggest possibly cutting back that hill for increased visibility.

**Command Vehicle Replacement:** Commissioner Keenan advised the board that vehicle should be here any day.

**Annual Audit of Financial Records:** Treasurer Miller said our auditors had a couple more requests this past week. She just wants everyone to be aware that when contacted with requests for Donna from Vanacore, please get the information back to her as soon as possible. Also, if anyone of the Chiefs makes purchase online, please either e-mail or make a copy of the invoice for her records.

**Research fuel contracts:** Commissioner Keenan did sign us up for the Diesel contract. It doesn't get awarded until the fall. He will contact the vendors for the gas.

**Webpage updates:** Commissioner Keenan has photos to give to Secretary Keenan to submit to Tony D.

**Fire District Boundary Signs:** Commissioner Cameron advised the board that the signs have arrived and he might have to purchase some sign posts.

**EVOC:** Commissioner Keenan advised the board that we aren't any closer to getting someone else to do the EVOC class. Commissioner Cameron will check with the ESIP instructor to see if he would be able to do the class for us and at what cost. Chief Hunt said that if we don't have resolution by next month, we should schedule it with Utica

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National and Chief Hunt will hopefully get the program done that they are working on.

**Ongoing & Upcoming Projects**

**Office and Files Room Renovation:** Commissioner Keenan advised the board that the safe and all file cabinets have been placed in the file room. The file plan has been completed except for the financial plan. He will get with the Treasurer to make that plan.

**Doors, Keys & Locks:** Commissioner Keenan said that we need a comparison from another lock provider. Commissioner Grecco will contact Ashcraft and set up a meeting with him. She will let Commissioner Jacobowitz know so he can meet them here. Commissioner is still working on a key log. He still has to check with two additional people about their keys.

**Life Insurance for Active Firefighters:** This is ongoing and as soon as we can adopt the Active Firefighter Criteria we can move ahead.

**Surplus Equipment:** Commissioner Keenan submitted a surplus office equipment list. Commissioner Cameron would like to add 12 outdated Minitor II and Minitor IIIs with the chargers that are technologically outdated and worth \$0. Commissioner Keenan made a resolution, pursuant to Section 176(23) of the Town Law, the Coldenham Fire District, Town of Montgomery, County of Orange, State of New York does hereby declare the following items of equipment, apparatus or personal property is no longer necessary for the purposes of the Fire District; and it is further resolved that pursuant to Section 176(23) of the Town Law the Coldenham Fire District is authorized to give away or dispose of as there is no value. List is attached. Commissioner Jacobowitz seconded the resolution. Resolution carried.

**Outside Sign Replacement:** Captain Kathy Gasperetti advised the board that the meeting on April 18<sup>th</sup> was cancelled and rescheduled for May 24.

**Blacktop resurfacing/replacement:** Commissioner Keenan advised Commissioner Jacobowitz to contact Ralph DiMartino to help put the specs together.

**Station Structural Repair:** Commissioner Jacobowitz doesn't have any new information yet.

**Replacement of SCBA bottles and Equipment:** Chief Hunt has the numbers to give to Commissioner Grecco to pass on to Senator Larkin.

**Equipment Inventory:** Nothing new at this time.

**New Business**

**Chaplains Request Meeting:** Commissioner Keenan, Commissioner Cameron, the President and Chief Hunt will meet with the Chaplains at a future date. Rev Randazzo would like it to be a Tuesday or Wednesday. Chief Hunt would prefer it on a Wednesday.

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Commissioner Keenan will find a date and let Rev Randazzo know.

**Printer:** Commissioner Keenan advised the board that the printer died. We purchased a part and the printer still didn't work. He took it to Williams Business Machines and is hoping to get it back this week. One of the circuit boards went and he had to order the part. Commissioner Keenan will check on it.

**Kitchen:** Commissioner Grecco would like to move the wall where the refrigerator and freezer are back to the end of the coat closet area. She has a proposal from LT Masonry & Construction (our contractor) to remove the existing wall and construct a new wall. Remove and replacement of wall and ceiling sheetrock in the affected area of the kitchen and closet areas. Spackling, taping, sanding and painting of affected sheet rock areas. Install new floor tiles in new area for fridge and freezer. Install affected kitchen base and closet trims. Remove all demolition and construction debris and sweep or vacuum clean. Will utilize safety cones and barriers to ensure a safe work area. The estimate is in the amount of \$4950. This work will require the relocation of 3 electrical boxes located behind the refrigerator and freezer units and would need to be reinstalled in the new wall behind the units. A motion was made by Commissioner Grecco and seconded by Commissioner Cameron to contract with LT Masonry & Construction to move and make a new wall to the end of the coat rack behind the refrigerator and freezer at a cost of \$4950, not to include the electrical work. Unanimous approval (4 ayes and 0 nays) was received by those in attendance. Motion carried.

**Additional Hall Request:** The Scouts would like to request the use of the hall on May 28 for a Parents summer meeting at 7:00 PM. Commissioner Grecco made a motion seconded by Commissioner Cameron to allow the scouts to use the hall on May 28 at 7:00 PM for a parent's summer meeting. 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: On going
- Members passing probation: 0
- Members reinstated: 0
- Members dropped due to non-payment of dues (4) Courtney Brown, Fran Brown, Steven Corbin and Eric Doughty (The Board requested this in writing.)
- Social Members dropped: 0
- Status switch: 0
- Members suspended: 0
- Members resigned: 0

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**Further Information from the Chief**

- Chief Hunt would like authorization for up to 5 members to take 270 to Harrisburg on May 21. A motion was made by Commissioner Cameron and seconded by Commissioner Jacobowitz to allow the members to take 270 to Harrisburg on May 21. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.
- Chief Hunt would like authorization to send Commissioner Cameron to the Fire Chief's show in Syracuse from June 14 to 18 at Turning Stone. One day will include the required Commissioner Training. A motion was made by Commissioner Keenan and seconded by Commissioner Jacobowitz to allow Commissioner Cameron to attend the Fire Chiefs' show in Syracuse from June 14 to the 18<sup>th</sup>. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.
- Chief Hunt would like to send 4 people (Chief Hunt, Commissioner Keenan, Commissioner Cameron and Assistant Chief Mike Keenan to the Firehouse Expo in Nashville TN from October 18<sup>th</sup> to the 22<sup>nd</sup>. He will bring prices to next month's meeting.
- Chief Hunt and Commissioner Cameron will be meeting with Polich Artworks for some safety things they wanted to discuss.
- Chief Hunt advised the board that the Paratech equipment is getting mounted this month. He ordered the brackets and the in service training will be on the 17<sup>th</sup>.
- Chief Hunt advised the board that there is currently a grant out from the NYS DEC for forestry equipment so we can buy wildland gear. He will apply for it, with the district's permission. If awarded, they will match up to \$1500. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Cameron to permit Chief Hunt to apply for the NYS DEC grant for forestry equipment. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.
- Chief Hunt would like to purchase a couple pagers and replace the portables in the small apparatus. Will bring prices next month.
- Chief Hunt would like to purchase a green Safety Officer helmet for Pete Cunningham at a cost of about \$500. A motion was made by Commissioner Cameron and seconded by Commissioner Jacobowitz to allow the Chief to purchase a green Safety Officer helmet for Pete Cunningham at a cost of \$500 if needed. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

**Further Information from the Commissioners**

**Chief's Show Room:** Commissioner Cameron advised the board that the room cost for the Chief's Show is \$100 per night.

**Information from the Treasurer/Secretary**

- Treasurer Miller advised the board that we received two checks from State Insurance Fund dividend checks in the amounts of \$5304.35 and 190.10.
- Treasurer Miller advised the board that we will be paying the bond tonight in the amount of \$25506.25 to Orange County Trust.
- Treasurer Miller advised the board that she has been informed that because our

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payroll is under \$350,000 we are not required to be pay the MTA tax. So we are due a refund in the amount of about \$258.

**Review of RFPs:** Harry F Rotolo & Sons Inc for Electric Service Contract

- \$85/hr for licensed electrician (Master Electrician)
- \$85/hr for apprentice
- \$0 for travel time
- 15% material cost mark-up (no discount)
- 1-hour response time for emergencies
- As soon as customer needs it for non-emergencies

Classic Plumbing for Plumbing Service Contract

- No hourly cost – Cost is based on the job
- No material mark-up
- Flat rate price based on required work
- Before work begins service request the price including labor and materials would be known before beginning work

Commissioner Keenan will compare these to what we have and the board will vote on them next month.

**Approved Expenditures**

Kitchen expand	\$ 4950.00 plus electrical
NYS Chief's Show	100.00 / night for room
Green Safety Officer Helmet	500.00
Bond Payment	25,506.25

**Public Discussion**

Rev Randazzo suggested that when you buy the ladder truck, you buy the best your money can buy.

He also asked if we've ever thought about going into contract with Walden, Montgomery and Maybrook dividing the cost 4 ways and setting up a ladder company and rotating the truck through the four districts. Commission Keenan replied, "You saw how much discussion it took with just the four of us. Can you imagine all the departments discussing that and who wants a bucket and who wants a stick?" Commissioner Cameron stated that it was a road that we would rather not travel. Commissioner Jacobowitz said "Absolutely." Commissioner Keenan then said that one day it might have to be done. The challenge is in the Town of Montgomery has three villages with different laws. In the Town of Newburgh, there are no villages. Commissioner Cameron stated that we can't even buy equipment together because each company has different ideas of what to buy and what they need. Commissioner Cameron did say that Orange County is going to share services. They are going to get the bid for the county for hose testing, ladder testing, pump testing etc.



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**Bills Signed**

Commissioner Grecco 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 Keenan acknowledged receipt of the Budget to Actual Report and it was reviewed.

**Adjournment**

Since all regular business was completed, Commissioner Cameron moved to adjourn the meeting seconded by Commissioner Jacobowitz. Unanimous approval (4 ayes, 0 nays) by those in attendance was received. Motion carried.

Respectfully submitted,

Mary E. Keenan  
Secretary