

Coldenham Fire District
Board of Fire Commissioners
September 12, 2016

Call to Order

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on September 12, 2016 at the Coldenham Fire House. Commissioner Keenan called the meeting to order with the pledge to the flag. Commissioner Keenan stated that as a point of order it is 7:30 and we will not accept any other bids for the surplus saws or ladder truck.

Roll Call

Commissioners present: Joe Keenan, Anita Grecco, Warren Decker, and Rickey Cameron. Wayne Jacobowitz is will be a little late. (Commissioner Jacobowitz arrived at 7:40 PM)

Also present: Mary Keenan, Secretary
Linda Miller, Treasurer
Matt Hunt, Chief
Barbara Gasperetti, 1st Assistant Chief
Michael Keenan Jr, 2nd Assistant Chief

Acceptance of Minutes

A motion was made by Commissioner Grecco and seconded by Commissioner Cameron to dispense with the reading of the monthly meeting minutes of August 8, 2016 and accept them as written. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Bids for Cutters Edge Saws

We received two bids. The first bid from Mike Keenan was in the amount of \$25 each for the two surplus cutters edge saws. The second bid was from Tom Kaiser in the amount of \$122 for the two surplus saws. Commissioner Decker made a motion, seconded by Commissioner Cameron to award the bid for the two surplus saws to Tom Kaiser at a cost of \$122. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Bids for Ladder Truck

We received two bids for a ladder truck.

1. Spartan (AKA Campbell Freightliner of Orange County) bid \$1,129,655.00 with an additional \$5000 for a gold leaf option
2. Sutphen bid \$1,120,348.00 with \$5000 additional for lettering and \$9500 additional for MIV-E Intake Valves left and right inlets

Communications

- Commissioner Keenan stated that we received the auto pays with monthly payouts to Comerica and the value summary from RBC Wealth Management. The value on August 31, 2016 was 1,073,061.54.
- We received notification from the Orange County Board of Elections with regard to

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the September 13th 2016 Primary Election. Our hall will be used and workers must have access to the facility from 5:15 am until they complete their election closing procedures after the polls close at 9:00 pm. Commissioner Grecco is the point of contact and will be here for the entire time.

- We received from the Association of Fire Districts of Orange County a flyer from the State Archives' Regional Advisory Officer, Linda Bull, and the Cronomer Valley Fire District and its Secretary/Records Management Officer, Lucy Dieckmann inviting us to attend a Records Management Training Session on Wednesday, September 28, 2016 beginning at 7:00 pm at the Cronomer Valley Fire District, 296 North Plank Road, Newburgh, NY. Commissioner Grecco, Commissioner Keenan and Secretary Keenan would like to attend. Secretary Keenan will RSVP to the appropriate party.

Hall Requests

- The Coldenham Garden Club on September 1, October 6, November 3 and December 1 from 12 to 3 pm for their meetings. They have submitted their \$100 deposit.
- Jeremy Bissinger on February 19, 2017 for a baby shower from 8 am to 8 pm. The \$100 deposit was submitted.

A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to allow Jeremy Bissinger to use the hall on February 19, 2017. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

A motion was made by Commissioner Jacobowitz and seconded by Commissioner Grecco to approve the request from the Coldenham Garden Club for all the requested dates. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Public Discussion

Two residents of Manzari Drive (Tom Hill and Jessica Thorn) asked to have their children picked up for school on Fire District Property as it had been done in the past. They contacted the bus company and were told that it was against their bus policy for NY state that they are not allowed to turn around in a cul de sac. They were concerned for their childrens' safety in having to cross Coldenham Road to enter and exit the bus. They also stated that there are four other busses from Valley Central that use the fire district parking lot to turn around and they said that the letter we sent only said the bus could not stop on the fire district property. Commissioner Keenan advised the board and public that first and foremost the Fire District, the Fire Department, the Fire Company are all concerned with all the childrens' safety in our fire district. In the interest of everyone's safety, we did send a letter to the bus company that said, "Due to the nature of the emergency services and the unexpected alarms which may happen at any time of the day, we cannot authorize our property as a school bus stop in the interest of safety of the students, the bus operators and the responding emergency services personnel. Some discussion ensued.

Commissioner Keenan and Commissioner Grecco visited the bus company and spoke to John Sinsabaugh at First Student because they heard that busses were still using the property. He told them that his drivers were not supposed to use the fire district property and he would put the word out again. The commissioners did bring up the issue about the

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cul de sac. As a test, the commissioners drove the ladder truck up Manzari Drive to see if it could in fact make the turn on the cul de sac. They were able to turn around and our ladder truck is longer than a bus. This was brought up to Mr Sinsabaugh who said that it was not NY State rules, it is the Valley Central School District that did not contract with the bus company to go into cul de sacs because there are a lot of the little ones which would add about 45 more bus stops to the routes. Commissioner Grecco suggested that the Manzari Drive residents bring their concerns to the Valley Central School Board as it was their decision to not have the busses use the cul de sacs. The residents informed the board that busses turned around in our parking lot today. Commissioner Keenan and Commissioner Grecco will monitor the property tomorrow. Commissioner Cameron is on the Valley Central Safety Board which will be meeting in October. He will bring this up at their meeting.

Committee Reports

Safety Committee: Commissioner Cameron stated there was nothing to report.

Mack Restoration Committee: Commissioner Keenan had nothing to report. The company will be getting the Mack ready for the county parade.

Monthly Building Issues: Commissioner Keenan stated that there has been some problems with the central air that was replaced a couple months ago. He noticed a lot of water on the "fake" roof. Our plumber was out of town at the time, but came as soon as possible and said that there were pipes exposed that created condensation. He wrapped them up. Last Friday, it happened again, but this time it took down a couple of tiles in front of the ladies restroom in the hall, damaged the wall and paint and the door. Commissioner Keenan shut everything off. Plumber was called again and was here today. The air seems to be on and working ok. Commissioner Keenan did not hear back from the plumber. Commissioner Keenan asked someone to take care of the follow up. Commissioner Jacobowitz said that he would take care of it. Commissioner Keenan advised the board that the men's room urinal has been fixed, but he said that it smells like we are getting sewer gasses. He doesn't know where it is coming from, but suspects the shower. Commissioner Jacobowitz will follow up on this issue also.

Truck 205 Replacement Committee: Commissioner Keenan advised the board that all the preliminary work with regard to the bond vote on Thursday has been done. The due diligence of getting three quotes is not going so well. He has spoken with Orange Trust a couple of times. The gentleman that he was trying to speak with was on vacation and Orange Trust gave Commissioner Keenan an incorrect e-mail address. He has since contacted him and he is supposed to have everything to Commissioner Keenan tomorrow morning. Commissioner Keenan asked for help from the board to acquire two more quotes. Commissioner Grecco will contact M&T Bank and Commissioner Jacobowitz will contact Walden Savings. We need to know the interest to bond \$200K, \$225K and \$250K for 5 years. In anticipation of a favorable vote on Thursday, we need to schedule a special meeting to act on the ladder truck bids. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to hold a special meeting on September 19, 2016 at

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7pm to act on the purchase of an aerial ladder truck and any other business pertaining to it. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. We also need to have a truck committee meeting. It was agreed to have a truck committee meeting on Wednesday, September 14, 2016 at 7 PM.

Cutters Edge Saws: Tom Kaiser joined the meeting and was informed that the board accepted his bid of \$122 for the two surplus saws.

Old Business

Driver Qualification/Active Duty Criteria: Commissioner Keenan advised the board that the Target Solutions contract has been signed. They sent us a bunch of things we have to do to get the ball rolling. Commissioner Keenan and Chief Hunt will do that tomorrow. Once that is done, they will build all the accounts and we can start using the program.

Fuel Audit: Commissioner Keenan advised Commissioner Jacobowitz that Chief Hunt supplied part of it and they will need to get together to get the district part done.

Coldenham & Berea Road Intersection Issue: Commissioner Grecco called the county who didn't know anything about this issue. She then went to Charlie Woznik to ask why the county doesn't know if we have a letter from July. His office faxed it to the county. Commissioner Grecco recommended that we try to have the hill shaved for better visibility. Mike Keenan said that they had already done that and polluted his well once. Commissioner Keenan said that the other problem is the trees need to be trimmed back from the road. Mike Keenan said the telephone pole looking toward Walden is directly in the sight line. Commissioner Keenan said that the first thing they need to do is post the new signs and see if that helps at all.

Webpage updates: The link has been fixed. Tony is going to build everybody a user name after we give him a list. Commissioner Keenan asked for updated personnel and trucks to be submitted to Secretary Keenan so they can be sent to Tony to update the site.

EVOC: Commissioner Keenan advised the board that he doesn't think this is going to happen. The instructor doesn't have any time. He suggests that we schedule this for the spring. Those that need it have to check to see if it is offered and sign up on their own.

2017 Proposed Budget: The Secretary read the proposed budget. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to adopt the proposed 2017 Budget of the Coldenham Fire District. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

2017 Budget Hearing: A motion was made by Commissioner Decker and seconded by Commissioner Grecco to hold the annual budget hearing on Tuesday, October 18, 2016 at 7:30 PM. Secretary will post and publish notifications accordingly. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

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2017 Budget Adoption: A motion was made by Commissioner Grecco and seconded by Commissioner Decker to schedule a special meeting on Monday, October 24, 2016 at 7:30 PM to adopt the 2017 Budget of the Coldenham Fire District. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Ongoing & Upcoming Projects

Office and Files Room Renovation: Commissioner Keenan stated that all the supplies have been received and we will resume as soon as time permits.

Doors, Keys & Locks: Commissioner Keenan said that we are still waiting for Ashcraft to come up with a solution. Liberty's solution was to switch manufacturers.

RFPs for Auditing Services and Life Insurance for Active Firefighters: Commissioner Keenan stated that he would like to have the RFPs for Auditing Services and Life Insurance for Active Firefighters published to be opened at the November 7 meeting. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to publish RFP notices in the Times Herald Record for Auditing Services and Life Insurance for Active Firefighters to be received prior to 7:30 on November 7, 2016. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Surplus Equipment: Chief Hunt advised the board that he has nothing to declare as surplus at this time.

Outside Sign Replacement: President Aigner said the only new information was that they decided to use the existing pole for the new sign.

Blacktop resurfacing/replacement: Commissioner Keenan and Commissioner Decker met to review all the bids. There was some discussion about the need for contractors to pay prevailing wages. Commissioner Keenan got a call from Danny McCormick from the Department of Labor. He asked that we complete a form for the state on the internet, which Commissioner Keenan did. He advised Commissioner Keenan that we have the right to view their payroll records to be sure they pay prevailing wage. After thinking about all the bids for a couple of days, Commissioner Keenan thought that maybe we should rethink how we want to have this job done. It's late in the year and in looking, not the whole blacktop is bad. There are some bad spots that could be patched as one project. The trenching and conduit could be another project. And then after a time, seal coating and striping could be the third project. Some discussion ensued. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Cameron to reject all blacktop resurfacing/replacement bids and change the project. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to publish RFPS's to patch, trench and seal and stripe the blacktop to be received before 7:30 PM on October 10, 2016. Bids to be opened at the October 10, 2016 meeting. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

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Station Structural Repair: Nothing new at this time.

SCBA Bottles and Equipment: The AFG is open from October 11, 2016 to November 18, 2016 and we need to get things together and get the paperwork submitted. Commissioner Grecco has been talking to Senator Larkin's office about possibly getting us money for this year, but has been unable to find out what additional information is needed. She will contact them again to get clarification.

Fire Equipment Inventory: Nothing new at this time.

New Business

RFP for District Liability Insurance: Commissioner Keenan advised the board that we need to do an RFP for the district liability insurance to be received by 7:30 PM on December 12, 2016. A motion was made by Commissioner Cameron and seconded by Commissioner Grecco to publish and RFP for Liability Insurance to be received by 7:30 PM on December 12, 2016. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Pressure Washer: Commissioner Keenan informed he board that the pressure washer quit. The motor is drawing too much current. A replacement motor is not cheap. Commissioner Jacobowitz got three prices. The price from Global is \$793.50. The price from Kanan is \$748.28 plus freight. The third price was from Grainer at a cost of \$975 and up plus freight. Commissioner Keenan suggested that we start by pulling the motor and having it tested. Commissioner Jacobowitz would like to verify that he is right about the load. He also stated that the motor is 20 years old but doesn't see any reason why it can't be rebuilt. He suggests that we bring it to Middletown Motors to have them check it to see if it is repairable. Commissioner Decker made a motion, seconded by Commissioner Jacobowitz to approve up to \$1000 to repair or replace the pressure washer motor. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Bay Floors: Commissioner Decker mentioned that we have a 10-year warranty on the bay floors and we need the company (Engine Bay Floors) to come back and take a look at it and warranty the work that they did. It is bubbling and peeling in spots. Commissioner Keenan asked Commissioner Decker to contact them to get available dates for their inspection. We are going to need time to clean the floor before they come out.

Public Comments: Tom Kaiser voiced his and the neighbors' concerns about the elementary students having to be picked up and dropped off on Coldenham Road. Commissioner Keenan reiterated what was already brought up. He read the same portion of the fire district's letter to the bus company. Tom Kaiser was told that the neighbors had already been here and we spent about half an hour with them. More discussion ensued. It was stated that the parents were going to go to the school board to see if they could get anywhere with them. The board said they want to see how the parents make out with the school board first, before they do anything else.

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Fuel Tanks: Assistant Chief Keenan advised the board that there are no locks on the fill part of the tanks. Commissioner Keenan said that the board will see that Bottini puts locks on the fill.

Chief's Report

Membership

- New members: 0
- Qualified drivers: 0
- New Drivers Requested: 0
- Drivers dropped: 0
- Physicals: On going
- Members passing probation: 1 Tim Hank
- 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

Further Information from the Chief

- Nothing at this time.

Further Information from the Commissioners

Commissioner Decker would like to go into Executive Session to discuss an ongoing personnel matter. Commissioner Keenan asked that we do this after information from the Treasurer/Secretary.

Information from the Treasurer/Secretary

- Treasurer Miller advised the board that she will file the tax cap report to the state tomorrow. It is \$57 and we are well within our cap.
- Copies of the budget need to be filed with the towns by September 21. Treasurer Miller will drop them off tomorrow.
- Treasurer Miller informed the board that we need to transfer \$50K from the money market account to the general fund checking. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Grecco to transfer \$50K from the money market account to the general fund checking account. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.
- Treasurer Miller informed the board that we also received a charge back from the Town of Newburgh. It is actually a rounding credit of \$5.15.

Engine Bay Floors: Commissioner Jacobowitz wanted to know the date the company was paid for the work on the bay floor. Treasurer Miller replied that we paid it on October 8, 2013 in the amount of \$37,490.82 out of property and acquisition. Contact is Michael DiCaprio and his number is (610) 530-7710.

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Approved Expenditures

Repair or replace pressure washer motor \$ 1,000.00

Bills Signed

Commissioner Decker made a motion to pay bills if found correct, seconded by Commissioner Grecco. Unanimous approval (5 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.

Executive Session: A motion was made by Commissioner Decker and seconded by Commissioner Cameron to go into Executive Session to discuss ongoing personnel issues. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Reconvened at 10:15 PM. Commissioner Keenan advised the board that personnel issues were discussed and action on one item. The board agreed to shop around for a new medical provider.

Adjournment

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

Respectfully submitted,

Mary E. Keenan
Secretary