

Coldenham Fire District
Board of Fire Commissioners
November 13, 2017

Call to Order

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on November 13, 2017 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, Warren Decker and Rickey Cameron

Also, present: Mary Keenan, Secretary
Linda Miller, Treasurer
Chief Matt Hunt
Assistant Chief Mike Keenan Jr

Acceptance of Minutes

A motion was made by Commissioner Grecco and seconded by Commissioner Decker to dispense with the reading of the monthly meeting minutes of October 9, 2017, the Special meeting to meet with the locksmith minutes of October 16, 2017, the Budget Hearing of October 17, 2017 and the Special meeting to accept the budget on November 6, 2017 and accept them as written. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Communications

- A postcard from the Association of Fire Districts of Orange County advising us that they are having their meeting on December 5 at the Cronomer Valley Fire House.
- Commissioner Cameron submitted a report from the Firehouse Expo in Nashville Tennessee.
- Commissioner Keenan advised the board that we received our monthly statement from RBC Wealth Management on LOSAP. Statement balance as of October 31, 2017 is \$1,187,351.32 which is up from the end of September by about \$3,900.
- A notice was received reminding us to get our labor law posters for 2018. Given to Treasurer Miller.
- A notification from Rose & Kiernan advising us that Utica National has returned a dividend of \$6120.30. Check was enclosed and given to Treasurer Miller.

Hall Requests

- Theo Marino on December 16 for a birthday party.

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

Commissioner Keenan advised the board that there was a little confusion in September when we received a hall request that we turned down. The gentleman just stopped by and one of the firemen gave him a hall request form. We turned it down, but the gentleman was

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never notified. So, the man assumed for two months that his request was approved. Turns out he was not even eligible to rent the hall. Commissioner Keenan tracked down the check, returned it to the man personally and apologized umpteen times as the board is responsible for notifying the requestors when they are approved or not.

Ladies Auxiliary Request: Captain Gasperetti would like permission to have wine at the ladies' Christmas party. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to approve this request. 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 were no personal injuries to report.

Mack Restoration Committee: Commissioner Keenan advised the board that there was nothing to report.

Building or Property Committee: No new issues with the building or property to report.

Old Business

Driver Qualification/Active Duty Criteria: Commissioner Keenan stated that this needs to be finalized. After the holidays, this must be addressed and completed.

Fuel Audit: The fuel audit was completed and a new one will be due in January 2018 covering July through the end of December 2017.

EVOC: Chief Hunt advised the board that 35 members completed EVOC on Sunday and the make-up session will be this Sunday for those who didn't complete it. After that, the member will be responsible for finding and taking a class on his/her own.

Pressure Washer: Commissioner Keenan was hoping to have an offer, but none was received.

Water Softener: Commissioner Keenan stated that the softener is in and Commissioner Jacobowitz is checking on the salt.

Plymovent: Commissioner Keenan said that the preventive maintenance needed to be scheduled and the boot needed to be replaced. Not sure if this was done as Commissioner Jacobowitz is not at the meeting.

Life Insurance for Firefighters: Commissioner Keenan spoke to Rose and Kiernan again concerning a quote for the life insurance and the cancer bill. They resent the forms for life insurance and we will be working on that. The cancer bill discussion, there are too many unknowns. Right now, they are working on getting information back from the state, if it

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can be a rider to a current policy or if it must be stand alone. She agreed that it would be about \$300 per person. Some discussion ensued. Commissioner Keenan advised the board that Karen Winch from Rose and Kiernan is researching it and as time goes on we will find out more.

Overhead Doors: Tabled

SAM (State and Municipal Facilities Program): Commissioner Keenan advised the board that there has been zero progress. The last time the board met, he advised the other commissioners that he would not complete the paperwork by himself. Commissioner Grecco offered to help. They will pick a date to meet and complete the paperwork. Hopefully there will be progress to report next month.

FEMA Grant: We haven't heard anything yet. Chief Hunt advised the board that FEMA grants stop at the end of this month, so if we don't get it, we must re-apply and hope we get it next year. Commissioner Grecco offered to see if Congressman Maloney could help.

Ongoing & Upcoming Projects

Office and Files Room Renovation: Commissioner Keenan advised the board that we are still working on this.

Doors, Keys & Locks: Commissioner Keenan advised the board that all the electronic locks are in. All the master codes work. We had some issues with programming. Steve DiLeo had to get a data transfer module which didn't come with the correct cable, so he had to procure those at his cost. Commissioner Keenan is hoping that tech support can help him finish the programming tomorrow. We do not have the hardware that we need to program the proxy keys and we can talk about that more in Executive Session. We will leave and use the master code until further notice. The ladies and about 15 more firefighters need to have individual codes assigned. Once that is done, we will not use the master code anymore.

Surplus Equipment: Commissioner Keenan asked what we were going to do with the old gear. Some ideas were discussed. Black Helmet Co is a used bunker gear program for fire department's districts. They will pay us, via gift card, (like visa) \$50 a set. Chief Hunt stated that we have 44 pants and 43 jackets. That would come to \$2150 for the 43 sets. It was brought up that some firefighters might want to purchase a set of gear for the same price to use at their own property with the stipulation that the remove "Coldenham" and they sign a statement that the gear comes back to the firehouse, it's for their own personal use and will not hold the Fire District accountable. Commissioner Grecco made a motion seconded by Commissioner Cameron to offer a set of gear (pants and jacket) to our firefighters at a cost of \$50 (check or money order) with the above stipulations until the end of this year. The remaining sets to be sold to Black Helmet Co. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. Chief Hunt suggested selling a pair of boots for \$20 and give the helmets to those that want one. All extras can

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be offered as surplus to another company for their use with the same stipulations as before. (Sign the waiver of liability, remove Coldenham name). Commissioner Decker suggested giving a set of boots to a member purchasing a set of gear. Some discussion ensued. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to anyone purchasing a set of gear can have a pair of boots if desired. Anyone that wishes to have just a pair of boots can purchase them for \$20. Helmets will be given away on a first come first serve basis. All stipulations as mentioned above to include disciplinary action if any of the items are brought back to the firehouse. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. The statement needs to be available on purchase.

Station Structural Repair: Commissioner Keenan advised the board that this project is almost complete. There are some minor things that need attention.

Bay Floors: Commissioner Decker advised the board that he will have the draft ready for next meeting. Commissioner Keenan suggested an addition of asking for a price to make the south side of the firehouse consistent with the rest of the bays as they fix the areas that we are not happy with.

New Gear: Commissioner Keenan said that we allocated \$35,000 more to outfit everybody through the end of the year. Because of an error, we are now 6000 short on what is ordered and that won't cover 4 people that were left out of the original computation. To cover all firefighters with appropriate gear, if we must find \$10,000 more, we will. Discussion ensued about the sales rep and Chief Hunt told Assistant Chief Keenan to tell the company to get another sales rep as this one is not doing his job for the company. A motion was made by Commissioner Cameron and seconded by Commissioner Grecco to allocate the \$6120.30 that was received as a dividend check toward the shortage for the gear purchase. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Keenan advised the board that this will take care of all gear ordered up to now. He also said that there is \$7500 left in the service award balance and \$3144.89 from the Bond and Interest line for a total of \$10644.89. Gear is 3 sets @ 2800 for a total of \$8400 and 3 sets of driver gear at \$600 for a total of \$1800 for a grand total of \$10200. A motion was made by Commissioner Cameron and seconded by Commissioner Decker to use \$7500 from the balance of the service award money and \$3144.89 from the unused balance from the bond and interest payment line item for a grand total of \$10644.89 to purchase the additional gear. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

New Business

FEMA GRANT: Commissioner Grecco asked Chief Hunt to give the paperwork to her so she can bring it to Congressman Maloney. He said he would type it up tomorrow.

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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

- All little trucks must get inspected this month.
- 204: Ruscon is coming to fix the seal on the back of the power steering pump.

Further Information from the Chief

- Chief Hunt advised the board that there are only a handful of members left to complete EVOC.
- Chief Hunt has the quote from Mistras for ladder testing. The rates have not changed from last year. Quote is attached.
- Chief Hunt would like to replace the portable radios in the engine. The quote is attached. Eight radios with waterproof speaker mics, one six bank rack charger with mounting bracket (includes tie downs) and two single unit charger with mounting plate. Remove old charger and install new chargers. Total cost: \$5600. Everything above with the new waterproof portable radios: \$7000. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to purchase the waterproof radios and one six bank rack charger with mounting bracket and two single unit charger with mounting plate. Removal of old charger and install new chargers at a cost of \$7000. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. With the addition of these radios, every seat will have a radio. We will also keep the old radios that do work to hand out to the officers that don't have them so they all have radios in their vehicles.
- Chief Hunt Thanked Commissioner Keenan with the help with EVOC.

Further Information from the Commissioners

Nothing currently.

Information from the Treasurer/Secretary

Treasurer Miller would like to transfer \$75,000.00 from the money market to the general checking. A motion was made by Commissioner Grecco and seconded by Commissioner

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Cameron to approve the transfer. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

We received a check from WalMart to cover the repairs on the Chief's truck in the amount of \$1061.36.

We received a check from Utica Mutual for the KME pumper in the amount of \$1056.30.

Approved Expenditures

Ladder Testing	\$ 1,351.40
Crudele Radio (Portables for Engine)	7,000.00

Public Comments

Captain Gasperetti thanked Commissioner Keenan for putting away the new tables they purchased.

Chief Hunt asked for permission to have beer at the company Christmas Party. A motion was made by Commissioner Cameron and seconded by Commissioner Decker to allow beer at the Fire Company Christmas party. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

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 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 a contracting issue and personnel issue and an issue from the Chief. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Returned from Executive Session at 9:10PM. Commissioner Keenan advised the board that in the issue regarding the contractor, we will not pay the bill until all the work is done. If we get any resistance, Commissioner Keenan will contact the attorney due to the history with that contractor.

Commissioner Keenan advised the board that the board in the future will verbalize the district's expectations to all the office when they come into office.

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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