

Special Meeting  
Coldenham Fire District  
Board of Fire Commissioners  
May 14, 2018

**Call to Order**

The special meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on May 14, 2018 at the Coldenham Fire House. Commissioner Keenan called the meeting to order and led the salute to our flag.

**Roll Call**

Commissioners present: Joe Keenan, Warren Decker, Rickey Cameron and Anita Grecco. Commissioner Jacobowitz is running late due to work

Also, present: Mary Keenan, Secretary  
Linda Miller, Treasurer  
Tony Fiorillo, Penflex Representative

**Air Conditioning in Firemen's Room**

Commissioner Decker discussed the options for air conditioning units from Lowe's and Home Depot. Lowe's had a 7500 BTU unit good for 400 square feet. We would need two of them. The price is \$499.99. Home Depot had a 14000 BTU unit good for 500 square feet at a cost of \$559 each. Again, we would need two. Both stores have the units in stock. After some discussion, a motion was made by Commissioner Decker and seconded by Commissioner Cameron to purchase two 14000 BTU units from Home Depot at a cost of \$559 each for a total of \$1118.00. Unanimous approval (4 ayes, 0 nays) was received by those in attendance.

**Life Insurance for Firefighters**

Commissioner Keenan reviewed the options we are considering. He would like to wait for Commissioner Jacobowitz to vote on this if possible.

**24-hour Accidental Death & Dismemberment Insurance**

Commissioner Keenan reviewed the three different plans. He would like to wait for Commissioner Jacobowitz to vote on this if possible.

**LOSAP REVIEW**

Commissioner Keenan asked if a firefighter was removed for something other than arson, is that firefighter still able to collect on his LOSAP? Tony said that arson was the only reason that he/she would not be able to collect. Another question was can a member delay receiving his/her benefits? Tony answered no. It is not a LOSAP issue, is and IRS issue. It is called constructive receipt. The IRS says you must receive your benefit because they want you to pay your taxes. Commissioner Keenan asked about something that was said in a briefing by Morgan Stanley. With RBC, the payments get disbursed by Comerica bank. Morgan Stanley said they do it all. They don't need a Dave and a Comerica bank. Tony answered that there are gives and takes. You don't have to go through Comerica bank with RBC. It is a convenience for everyone. Penflex can authorize payments and Comerica does the 1099s. Every two months they do a death check. Morgan Stanley doesn't do 1099s.

Special Meeting  
Coldenham Fire District  
Board of Fire Commissioners  
May 14, 2018

Penflex issues 1099s at a cost of \$25 each. Commissioner Grecco stated that she was of the opinion of if it's working, and we haven't had problems with the whole thing, why are we looking for trouble? Commissioner Keenan answered that in compliance with our due diligence, we could say, "Yup, we shopped around and we're staying with the one we have." Tony advised the board that our fund system was a little out of compliance. Commissioner Keenan stated that we do not make them make a certain number of meetings and 6 drills anymore. He sent that paperwork back already. Tony will make a note of this. There being no more questions for Tony, we thanked him for his help over the years and wished him a happy retirement.

Commissioner Jacobowitz arrived.

**24-hour Accidental Death and Dismemberment Insurance:**

A motion was made by Commissioner Decker and seconded by Commissioner Grecco to choose Plan 2 Class A only for the 24-hour accidental death and dismemberment coverage for \$50,000 at an estimated cost of \$3358.00 based on the time of the quote. The secretary polled the board: Commissioner Decker – yes, Commissioner Cameron – yes, Commissioner Grecco – yes, Commissioner Jacobowitz – yes and Commissioner Keenan – yes. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Keenan will contact Rose & Kiernan to get this started.

**Life Insurance for Firefighters:**

Commissioner Keenan stated that this will be for active participants, tied to LOSAP and the people that used to be active with at least 5 years and are still members (weather they are active non-participant, active exempt or active but changed their membership to social.) A motion was made by Commissioner Cameron and seconded by Commissioner Grecco to choose the \$30,000 benefit for active participants and \$1000 benefit for the other eligible members at an estimated cost of \$21539.00 at the time of the quote. Secretary polled the board: Commissioner Decker – yes, Commissioner Cameron – yes, Commissioner Grecco – yes, Commissioner Jacobowitz – yes and Commissioner Keenan – yes. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Keenan will contact Rose & Kiernan to initiate this.

**Policy Manual:**

Commissioner Keenan advised the board that the last time we updated the policy manual was in April 2016. It was found that Fire Police, EMS and the administrative people are not included in the manual. We defined scene support separate from exterior. After some discussion it was agreed that the board would like to go on record that they will do the best of our ability for all firefighters in all categories to meet all the OSHA, PESH and NFPA standards as currently defined or may be revised in the future. We will just monitor and make sure they are up to date. Commissioner Decker added that those not compliant will be handled on an individual basis. Commissioner Keenan also added that we need to have a record here of the respiratory questionnaires that they have been trained and they are

Special Meeting  
Coldenham Fire District  
Board of Fire Commissioners  
May 14, 2018

going use or not use the SCBA. A motion was made by Commissioner Decker and seconded by Commissioner Cameron that the board goes on record that they will do the best of their ability for all firefighters in all categories to meet all the OSHA, PESH and NFPA standards as currently defined or may be revised in the future. In addition, the board will develop a new statement of understanding, so the firefighters know exactly what is expected. The secretary polled the board: Commissioner Decker – yes, Commissioner Cameron – yes, Commissioner Grecco – yes, Commissioner Jacobowitz – yes and Commissioner Keenan – yes. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Keenan suggested that the board compare paragraphs from our Rules and Regs to the ones in the Pinsky book. If we like the one in our Rules, we keep it, if we the like other one, we update to ours.

**Target Solutions**

Commissioner Keenan advised the board that we can upload our Ethics Policy, our Sexual Harassment Policy, our Violence in the Workplace Policy and so on. We can make it an activity and Target Solutions will keep track of it. FYI...our code of ethics applies to the board, the three chiefs and the secretary and treasurer. The fire company’s applies to everyone that is a firefighter.

**Further Information from the Commissioners**

Commissioner Keenan advised the board that he still has not heard from the roofing guy.

Commissioner Keenan asked Treasurer Miller to order cartridges for the printers. He would like 2 kits with the four colors.

**Information from the Treasurer/Secretary**

**Approved Expenditures**

24-hr Accidental Death & Dismemberment	\$ 3358.00
Life Insurance	21539.00

**Adjournment**

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

Respectfully submitted,

Mary E. Keenan  
Secretary