

Coldenham Fire District  
Board of Fire Commissioners  
December 9, 2019

**Call to Order**

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on December 9, 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, 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**

A motion was made by Commissioner Grecco and seconded by Commissioner Decker to accept the minutes from October 7 (Regular Meeting Minutes), October 15 (Budget Hearing Minutes), October 15 (Review and decide on Air Conditioning Upgrade and Replacement Special Meeting Minutes), October 29 (Adopt 2020 Budget Special Meeting Minutes) and November 18 (Regular Meeting Minutes) as corrected. Page 4 Under Further Information from the Chief should read Chief Hunt requested permission to have alcohol at the Company Christmas Party on December 10, 2019 the Fire Chief's Association meeting on February 17, 2020 and the Fire Company Awards Dinner on January 24, 2020. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Cameron to allow alcohol to be served on those three occasions. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

**Communications**

A letter from the Fire Company was received with the election results.

Firematic Officers:

Chief – Matt Hunt  
1<sup>st</sup> Asst Chief – Mike Kenny  
2<sup>nd</sup> Asst Chief – Mike Wirth  
1<sup>st</sup> Captain – Tim Hank  
2<sup>nd</sup> Captain – Marc Beach  
1<sup>st</sup> Lt Sr Grade – Frank Draiss Jr  
1<sup>st</sup> Lt Jr Grade – Dan Abbatiello  
2<sup>nd</sup> Lt Sr Grade – Russell Garrison  
2<sup>nd</sup> Lt Jr Grade – Josh Heubach  
Fire Police Captain – Randy Haylock

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Business Officers:

President – Tim Besser  
Vice President – Keith Aigner  
Treasurer – Frank Sangricoli  
Corresponding Secretary – ChrisAnn Kenny  
Recording Secretary – Crystal Clemmons  
Sgt at Arms – Glenn Keenan  
Trustee (3 yr. term) – Mike Keenan Sr  
Steward – Lorrean Clemmons

We received a letter from the Town of Montgomery Office of the Assessor about exemptions for Volunteer Firefighters and Volunteer Ambulance Workers. Chief Hunt and Commissioner Keenan will get together to make a list of the required information and get it to the Assessors by March 2, 2020.

Commissioner Keenan advised the board that we received our monthly statement from RBC Wealth Management on LOSAP. Statement balance as of November 30, 2019 is \$1,562,737.51.

Commissioner Grecco received a card from the Garden Club requesting hall usage dates for 2020. They also thanked the Commissioners for allowing them the use of the firehouse for their meetings.

**Hall Requests**

Coldenham Garden Club: May 7 from 12:30 to 3 PM  
October 1 from 12:30 to 3 PM  
November 5 from 12:30 to 3 PM  
December 3 from 9:45 to 3 PM

**Public Discussion**

Captain Gasperetti requested permission for the Ladies Auxiliary to have wine and/or beer at their Christmas meeting on the 17<sup>th</sup>. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to allow the ladies to have beer and/or wine at their meeting. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

**Committee Reports**

**Safety Committee:** Nothing to report currently.

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

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

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**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 will get information and present it to the board in January.

**FEMA Grant:** Chief Hunt advised the board that Walden is looking into getting a regional grant to get the entire battalion on to the same UHF radio. We would just have to give them information they request, the grant would be entirely up to Walden. Chief Hunt has information that he can send to the board. There are some pamphlets too. This would be a two-part grant. Part one would be to get everyone the same UHF fire ground radios. Walden will be sending out a sheet shortly that has everyone's rigs listed to verify the current number of radios needed. Part two of the grant is that the radios come with a digital accountability system (slightly modified version of what FDNY uses). This will enable someone the ability to monitor all the fire ground radios. And will give them the ability to send messages and preform roll call through the radio without tying up radio traffic.

**Ongoing & Upcoming Projects**

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

**Engine Bay Floors:** Looking to get this completed in the spring.

**Replacement Blacktop:** Hopefully in 2020.

**Air Conditioning Project:** The notice was republished in the Wallkill Valley Times and the Times Herald Record. Bids will be due by January 13, 2020 by 7:30 PM.

**Kitchen Exhaust:** No information available.

**Lights in Bays:** Commissioner Decker advised the board that there are 180 lamps in the bays of which 55 are out. Option 1 would be to replace the florescent bulbs at a cost of \$120 for two boxes of bulbs, 30 in a box. And 10 ballasts on hand at a cost of \$30 a piece for a total of \$300. Total for materials for option 1 would be \$420 plus the cost to rent a lift. Option 2 would be to change the lamps to LED bulbs. The cost would be \$200 for a 25 pack and we would need 8 packs for \$1600 plus the cost to rent a lift. Option 3 would be to purchase 45 retrofitted at a cost of just under \$100 each for a material cost of \$4500 plus the cost to rent a lift. After some discussion a motion was made by Commissioner Grecco and seconded by Commissioner Decker to go with option 1 with an addition of 1 box of bulbs for the rest of the building plus the cost of the lift not to exceed \$1200. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

**New Business**

**Reorganization Meeting:** A motion was made by Commissioner Decker and seconded by

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Commissioner Grecco to hold he reorganization meeting on January 13, 2020 at 7:00 PM. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

**Fire Company Officers:**

Chief – Matt Hunt  
1<sup>st</sup> Asst Chief – Mike Kenny  
2<sup>nd</sup> Asst Chief – Mike Wirth  
1<sup>st</sup> Captain – Tim Hank  
2<sup>nd</sup> Captain – Marc Beach  
1<sup>st</sup> Lt Sr Grade – Frank Draiss Jr  
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2<sup>nd</sup> Lt Sr Grade – Russell Garrison  
2<sup>nd</sup> Lt Jr Grade – Josh Heubach  
Fire Police Captain – Randy Haylock

Before voting on the firematic officers, both Commissioner Keenan and Commissioner Decker expressed their expectations to all officers. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to approve the firematic officers as presented. Unanimous approval (3 yes, 0 nays) was received by those in attendance. Motion carried.

**Ron Clum:**

The letter of understanding was presented and Mr. Clum’s rate for his services is \$135 per hour. He is to help in the preparation of the Trial Balance and file the Annual Update Document (AUD) with the assistance of the District’s Treasurer. A motion was made by Commissioner Grecco and seconded by Commissioner Decker to hire Mr. Clum to help in the preparation of the Trial Balance and file the AUD. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried. He is scheduled to meet with Treasurer Miller and Treasurer Elect VanDerMeulen on Martin Luther King Day.

**Computers:**

Commissioner Keenan advised the board that both the Chief computer and the dispatch computer run on Windows 7. He tried to upgrade the Chief’s computer and after about 6 hours, he received an error message that it was being reset to the original configuration. He would like permission to purchase up to two computers, if the dispatch computer has the same issue. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to allow Commissioner to purchase two computers at a cost not to exceed \$2000. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

**Chief’s Report**

**Membership**

- New members: 1 Matthew McKay, Senior Active
- Qualified drivers: 0

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- 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

A motion was made by Commissioner Decker and seconded by Commissioner Grecco to approve the application of Matthew McKay as an active firefighter if he passes probation and his physical. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

**Apparatus Status**

Nothing currently.

**Surplus Equipment**

Nothing currently.

**Development Projects withing the Fire District**

Nothing currently.

**Further Information from the Chief**

Chief Hunt ordered 20 sets of gloves from Haight.

Chief Hunt would like to order some equipment. From Haight, a sked at a cost of \$660 plus shipping, a 4-1 rope set-up at a cost of \$625, 100' throw bag at a cost of \$69, 2 bags of 200' floating rope at a cost of \$370, five 1¾" nozzles at a cost of \$1375 and three 2½" nozzles at a cost of \$930, five light sticks for the fire police at a cost of \$195, four console rakes with fiberglass handles at a cost of \$220, 2 boxes of pads at a cost of \$250, two multi-purpose devices to put with ropes at a cost of \$1750 and two Dewalt battery powered saws with 2 batteries, 2 blades and a charger at a cost of \$1398. The grand total is \$7842. The funds will come out of the Chief's Equipment Budget and the Personal Protection Equipment. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to purchase the above items at a cost of \$7842 and to ask Haight if they could absolve us from the shipping costs. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

**Further Information from the Commissioners**

Commissioner Keenan advised the board that the no smoking signs are up. The posts for the handicap signs are under snow, so they will be put up when the snow melts.

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Commissioner Keenan spoke with Mr. Crist about the tax abatement and the Blue water industry project known as Sailfish. He said that there is no change to the schedule from February.

The board reviewed the finances. It was decided that \$100,000 will be transferred into the Capital Reserve Funds; \$70,000 to Firefighting Equipment and Apparatus, \$20,000 to Real Property and Acquisition and \$10,000 to Repair. The remainder of \$67,000 will stay in the checking account for anticipated bills. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to transfer the above amounts to the specified accounts for a total of \$100,000. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

A motion was made by Commissioner Decker and seconded by Commissioner Grecco to approve the renewal of our membership in the New York State Association of Fire Chiefs for \$175. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

**Information from the Treasurer/Secretary**

Treasurer Miller advised the board that she wrote the check to the Fire Company in the amount of \$8000 for the dinner and another to the Company in the amount of \$1333.34 from the Fire Protection Money.

Treasurer Miller would like to move \$25,000 from Chase to the regular checking account. A motion was made by Commissioner Grecco and seconded by Commissioner Decker to move the \$25,000 from the Chase account to the regular checking account. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

**Approved Expenditures**

Firefighting Equipment	\$ 7842.00
NYS Chief's Association dues	175.00
Computers	2000.00
Transfer from Chase to General Fund	25,000.00
Transfer to Capital Reserves	100,000.00
Bulbs, ballasts and lift	1200.00

**Public Comments**

Fred Stipak asked about deep cleaning of the firehouse. Commissioner Keenan said we will investigate it.

**Bills Signed**

A motion was made by Commissioner Grecco and seconded by Commissioner Decker to pay bills if found correct. Unanimous approval (3 ayes and 0 nays) by those in attendance was received. Motion carried.

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**Budget to Actual Report**

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

**Executive Session**

9:30 PM Commissioner Keenan made a motion seconded by Commissioner Decker to go into Executive Session to discuss a personnel issue with the Chief.

9:40 PM Information was exchanged that the Chief will work on.

**Balance the Books**

A motion was made by Commissioner Decker and seconded by Commissioner Grecco to authorize Treasurer Miller to move any money to balance the books. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

**Adjournment**

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

Respectfully submitted,

Mary E. Keenan  
Secretary