

Coldenham Fire District
Board of Fire Commissioners
February 11, 2019

Call to Order

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on February 11, 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, Rickey Cameron, Anita Grecco and Warren Decker. Wayne Jacobowitz was absent.

Also, present: Mary Keenan, Secretary
Linda Miller, Treasurer
Chief Matt Hunt
2nd Asst Chief Mike Wirth

1st Assistant Chief Kenny was excused due to work obligations.

Acceptance of Minutes

A motion was made by Commissioner Decker and seconded by Commissioner Cameron to dispense with the reading of the reorganization meeting minutes of January 7, 2019 and accept them as written. 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 Decker to dispense with the reading of the regular monthly meeting minutes of January 7, 2019 and accept them as corrected. Page 4 of the regular monthly minutes under Information from the Treasurer/Secretary, "Treasurer Miller advised the board that we received a \$200 check from the county for the use of the hall for the election and a refund from Rose & Kiernan in the amount of \$897.85 for the 208 Ford Expedition." Should be 2008 Ford Expedition. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Communications

- A postcard was received from the Orange County Board of Elections notifying us of changes. The primary will be on June 25, 2019 and the General election will be on November 5, 2019.
- Commissioner Keenan advised the board that we received our monthly statement from RBC Wealth Management on LOSAP. Statement balance as of January 31, 2018 is \$1,174,445.84, which is an increase in value of \$42060.55.

Hall Requests

Audrey Guardino requested the hall for March 2, 2019 from 6PM to 9PM for a 50th birthday party. Commissioner Grecco will get her deposit check at the ladies' meeting.

Fred Stipak requested the hall for November 28, 2019 for a Thanksgiving dinner from 9 AM to 10 PM

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A motion was made by Commissioner Grecco and seconded by Commissioner Cameron to approve Audrey Guardino's request. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

A motion was made by Commissioner Decker and seconded by Commissioner Cameron to approve Fred Stipak's request. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Public Discussion

Nothing currently.

Committee Reports

Safety Committee: Commissioner Cameron advised the board that there was nothing new to report. He also thanked Commissioner Keenan for doing the annual report.

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

Building or Property Committee: Commissioner Cameron asked if the pressure washer could be upgraded. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to spend up to \$1000 to purchase a hose reel and have Elliott Arnott do the fabrication. Unanimous approval (4 yes, 0 nays) was received by those in attendance. Motion carried.

Old Business

District Rules and Regulations Review: Nothing currently.

Fuel Audit: Commissioner Jacobowitz is not in attendance. Chief Hunt has everything for December and January. He will pass it on to Commissioner Jacobowitz so he can marry the details with the spreadsheet Treasurer Miller compiled.

SAM (State and Municipal Facilities Program administered by DASNY): Commissioner Keenan advised the board that we received notification that we have fulfilled all the necessary criteria to receive the SAM Grant in the amount of \$215,000. We have a couple documents that need to be completed and he would like another member of the board to complete those with him. Commissioner Grecco volunteered.

Ongoing & Upcoming Projects

Office and Files Room Renovation: Commissioner Keenan advised the board that this is the year to finish up the files room.

Doors, Keys & Locks: Commissioner Keenan must meet with Commissioner Jacobowitz.

Surplus Equipment: Commissioner Keenan asked the Chief to take photos of items to be

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declared surplus.

Bay Floors: The board approved Commissioner Decker to contact Mike from Bay Floors with our intent to have them paint the floor and to ask for a contract. Prices are good until March 31. Total comes to \$8665.94.

Blacktop & Sealcoating: Tabled.

Air Conditioning Issues: Commissioner Jacobowitz has put this off until March or April.

Kitchen Exhaust: Commissioner Jacobowitz stated that he must get up on the roof. Commissioner Keenan asked if our plumber could handle it. Commissioner Jacobowitz didn't know if he did that. Commissioner Keenan asked if maybe Olympic could handle it being, they are coming already. Commissioner Jacobowitz said that they might just do the wiring. He will ask them.

New Business

LOSAP: Commissioner Keenan has posted the two lists on February 3. If anyone has any questions, see Commissioner Keenan or Chief Hunt.

Annual Training: Commissioner Keenan advised the board that last year we opened it in April and closed it in June. He recommends the same each year. Chief Hunt concurred. They will build in the assignments and put them next month.

Physicals: Commissioner Cameron has scheduled physicals for Wednesday, February 20, Monday, March 18 and Sunday, March 24. He also sent a request for a proposal from Dr. Basri. We received the proposal, but it \$50 too much. A new one is on the way.

Rose & Kiernan: Todd McNutt from Rose & Kiernan would like to meet with us on February 25. The meeting would cover all our insurances with Rose & Kiernan. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to have a special meeting on February 25th with our insurance agent concerning insurance renewal at 6:30 PM. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. We also must decide on our accident policy renewal. The accident policy renewal is \$4157. If we were to lock in for three years, the cost each year would be \$3920 and if we wanted to pay for the three years up front it would be \$11341. Commissioner Keenan recommends staying with the yearly renewal. Commissioner Cameron agreed. A motion was made by Commissioner Grecco and seconded by Commissioner Cameron to renew the accident policy for one year at a cost of \$4157. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Cyber Insurance: Our cyber insurance policy comes up for renewal on March 13. A quote can't be made until we complete a form. Commissioner Keenan wanted to know if the board feels we should renew the cyber insurance. Consensus was yes. He will complete

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the form.

Chief's Report

Membership

- New members: 2 Kenneth Townsend and Andrew Armour
- 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

Chief Hunt wants everyone to be more observant while at the firehouse. Strange things have been happening with no explanation.

205 - Issue with relief valve has been resolved.

Further Information from the Chief

- Chief Hunt advised the board that all SCBA's have been changed out. All the new packs and bottles are in service. The old stuff has been removed and put in boxes to be declared surplus. The only other thing to do is to put the pack trackers in service.
- Chief Hunt advised the board that the large vehicle preventative maintenance will begin in March.
- Chief Hunt advised the board that our certificate of passing our ladder test should be in the mail. He sent all the paperwork saying it was fixed.
- Chief Hunt will have quotes for gear and EMS supplies next month. The yearly price change happens at the end of March.
- Chief Hunt submitted quotes for some equipment. Two roof saws for 204 and 203 at a cost of 2310.95 each for a total of 4621.90. He would also like 6 Haligan Bars at a cost of 225.95 each for a total of 1355.70 and a replacement axe at a cost of 106.95. He also informed the board that 2 out of 5 chainsaws don't work. He would like to get two at a cost of \$435 each for a total of \$870. Commissioner Keenan said there are axes in the back building, so we don't need to purchase another one. The grand total for all equipment is \$6847.60. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to approve the expenditure of \$6847.60 for the two roof saws, the six Haligan Bars and the two chainsaws. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

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Further Information from the Commissioners

Commissioner Decker asked the Chief how the EMT students made out. Two dropped out and one successfully passed. Commissioner Decker asked to have copies of the signed paperwork that they would reimburse the district if they didn't complete the class.

Commissioner Decker questioned if the district had the members sign of their understanding that the boxes on the racks are the property of the district and we have the right to search if we have reason to believe there was something that didn't belong there. Commissioner Keenan stated that he believes he talked to the lawyer about this and was told we have less authority if we had them sign something than if we don't. He will check. Commissioner Keenan felt we should post something about this.

Information from the Treasurer/Secretary

Treasurer Miller advised the board that we received \$76019.33 from the Town of Newburgh. Treasurer Miller will check on this as it is about \$8K less than last year.

Treasurer Miller wrote a check for \$286332.00 for the Scott pack bill.

Treasurer Miller advised the board that the audit is scheduled for March 5 with Cooper Arias. They will be here at 8:30 AM.

Approved Expenditures

2 roof saws (2310.95 ea.)	\$ 4620.90
6 Haligan Bars (225.95 ea.)	1355.70
2 Chainsaws (435.00 ea.)	870.00
Accident Insurance	4157.00
Pressure Washer Upgrade	1000.00

Public Comments

None.

Bills Signed

Commissioner Cameron made a motion to pay bills if found correct, seconded by Commissioner Decker. 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.

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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