

Coldenham Fire District
Board of Fire Commissioners
April 13, 2020

Call to Order

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held by teleconference on April 13, 2020 at the Coldenham Fire House. Commissioner Keenan called the meeting to order and led the salute to the flag.

Roll Call

Commissioners present on call: Joseph Keenan (at firehouse), Ricky Cameron, Anita Grecco, Warren Decker, and Wayne Jacobowitz.

Also, present on call: Mary Keenan, Secretary
Donna VanDerMeulen, Treasurer (At firehouse)
Chief Matt Hunt
1st Asst Chief Mike Kenny
2nd Asst Chief Mike Wirth

Acceptance of Minutes

A motion was made by Commissioner Grecco and seconded by Commissioner Decker to accept the minutes from the Special Meeting of February 18, 2020. Approval (3 ayes, 0 nays & 2 abstains) was received by those in attendance. Motion carried. A motion was made by Commissioner Grecco and seconded by Commissioner Decker to accept the regular monthly meeting minutes of March 9, 2020 as written. Approval (4 ayes, 0 nays and 1 abstain) was received by those in attendance. Motion carried.

Communications

Bids for the Lawn and Grounds Maintenance were received. We receive a bid from Cross Landscaping and Lawn Care from Modena at a cost of \$75 per cut. Charges to trim shrubs is \$200. Spring Cleanup is \$350, and Fall Cleanup is \$450. We also received a bid from Belly Flop at a cost of \$325 per service. Service will be between 7 to 14 days, depending on growth.

Committee Reports

Safety Committee: Commissioner Cameron stated that there were no reported injuries this month. We received three quotes to cover the cleaning of the firehouse. One from ServePro for \$2500, one from Hudson Valley DKI for \$1800 and one from Lotus Cleaning Services for \$4400. Commissioner Cameron moved to contract with ServPro at a cost of \$2500 under emergency precaution due to the COVID 19 outbreak. Commissioner Keenan seconded the motion. Unanimous approval (5 ayes, 0 nays) was received by email and phone communication. Motion carried. ServPro came on April 9 and sanitized the whole firehouse, the apparatus, all the Chief vehicles and all gear. Commissioner Keenan advised the board that the apparatus and gear was no charge. The cost was incurred with the cleaning of the hall and the bays and all the other rooms. Also, Commissioner Jacobowitz picked up a fogger and we received information from the gear manufacturers for a precautionary standpoint.

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Old Business

Physicals and Fit Testing: Physicals and Fit Testing will be rescheduled due to the COVID 19.

Projects

Air Conditioning Project Update: The contract was awarded to Larson's Heating and Cooling Inc at a cost of \$27390.00. They started on Friday, March 28 and finished on April 1, 2020. Commissioner Keenan went to the firehouse to ensure that the job was done, and everything worked. Commissioner Keenan spoke with Erik Larson about putting one of the units in the Firemen's room. Mr. Larson stated that it would not be worth his time or energy or our money because the unit is 25 years old and uses the old style of freon. Commissioner Keenan asked for an estimate to put a similar unit in the wall of the firemen's room. He worked it up and came to \$6500. The auditor said that if he can put an addendum to the contract because he was the low bidder, and even with the additional \$6500 he would still not reach the next highest bid, then we would not have to rebid it. Commissioner Decker made a motion to do an addendum to the air conditioning contract to include the firemen's room at an additional cost of \$6500. Commissioner Keenan read Mr. Larson's proposal. Commission Jacobowitz voiced his concerns that the unit in the proposal will not cool the firemen's room correctly. He feels that to do it right, the room would need two cassettes to cool it properly. Commissioner Decker retracted his motion. We will revisit this at a future meeting.

Dutchess Overhead Doors: Commission Decker contacted Dutchess Overhead Doors and they will give us a call to schedule either the end of June or the beginning of July.

Engine Bay Floors: Commissioner Decker heard from Mike DiCaprio on March 10 and he was going to give us a date. But that was right before everything started and he has not heard from him since. As soon as Commissioner Decker hears from him, he will let everyone know in a text message and phone call to Commissioner Grecco. Suggested weeks were: May 11, June 8, or June 22.

New Business

Lawn and Grounds Maintenance: Bids are attached from Cross Landscaping at \$75 per cut and Belly Flop at \$150 per mowing. Much discussion ensued. Neither bid included a non-collusion statement, but we do have a non-collusion statement on file for Belly Flop from the snow removal contract. Commissioner Grecco motioned that we use Cross Landscaping as our Lawn and Grounds Maintenance Contractor. Commissioner Keenan said that he will not proceed without the required non-collusion statement from either party. Commissioner Grecco made a motion to reject all bids and to have it put out to bid again. Commissioner Cameron seconded the motion. The secretary will put it out to bid again in the Wallkill Valley Times and the Times Herald Record. Bids to be opened at the May meeting. The secretary polled the board. Commissioner Jacobowitz – yes, Commissioner Decker – yes, Commissioner Cameron – yes, Commissioner Grecco – yes and Commissioner Keenan – abstain. Approval to rebid the lawn and grounds maintenance (4 ayes, 0 nays and 1 abstain). Motion carried.

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Chief's Report

Membership

- New members: 0
- Qualified drivers: 1 Marc Beach qualified on 204
- 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 advised the board that the gas heater in 208 needs to be replaced. We just got it fixed in January and we are already having issues with it where it will not calibrate the gas. He would like to replace it instead of spending \$300 each time it breaks on a meter that is 12 years old. Quotes are as follows: Haight for \$985.50 which includes shipping and handling, RS Hughes Corp for \$1720.00 with free shipping and Mega Depot for \$1396.00, not sure about shipping. A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to purchase the multimeter from Haight at a cost of \$985.50. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Radios: Chief Hunt will get the antenna this week and needs to get a couple of miscellaneous mikes for the rigs. Commissioner Keenan stated that we already approved up to \$500 for the antenna, so we just need that in writing for the record. A motion was made by Commissioner Decker and seconded by Commissioner Jacobowitz to authorize the Chief under the current emergency to get the radios fixed, as necessary. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. He would also like to replace the 9 existing portables. Ralph from A1 was not in the office today so he was not able to get the quote separated into the three parts. As to the replacement of the 9 existing portables, Commissioner Keenan suggested that we table this until next month when we can hopefully sit down together and discuss our options. Chief Hunt said that we have waited over a year, another month would be ok. Commissioner Keenan also suggested doing an RFP for radio service.

Winches: Chief Hunt did a little research on this. He tried to get two additional quotes, but the internet was not specific to the quote received by Teixeira's. Tim Hanks was able to find two additional quotes for the winch situation. Chief Hunt will submit them at next month's meeting.

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Apparatus Repairs: Chief Hunt spoke with Commissioner Keenan earlier about the apparatus repairs. He does not understand why Ruscon will not travel up here to do maintenance, but they have no problem coming up here to do small repairs. Commissioner Keenan has the costs from Campbell for the maintenance. Full chassis service on a single axle would be about \$1800, for a tandem would be \$1999, the platform would be \$2500 and for pump service, it would be \$500 per pump. To decide between Campbell and Ruscon, he would need Ruscon's prices to compare apples to apples. Chief Hunt will try to get their list for next meeting.

Surplus Equipment

Nothing currently.

Development Projects within the Fire District

Nothing currently.

Further Information from the Chief

Chief Hunt advised the board that the new member from last month is squared away and has received a pager. Commissioner Keenan stated that he will build him in Target Solutions.

There will be a funeral procession for Rick Penney. We have been asked to supply and aerial and flag and any apparatus to line 52. There will be no contact, just escorting. He would like permission to send our apparatus and manpower to show our support. A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to attend the Funeral Detail (on duty) for past chief Rick Penney of the Walden Fire Department. Unanimous approval (5 ayes and 0 nays) was received by those in attendance. Motion carried.

Further Information from the Commissioners

Nothing currently.

Information from the Treasurer/Secretary

Treasurer VanDerMeulen received from Chief Hunt one of the receipts for the EMS books. She will call the company tomorrow to ask for the other one.

Verizon will give us a credit of \$152.83 for the directory assistance calls that were on the bill.

We received a check from the Town of Montgomery in the amount of \$380,312.06.

In December, we approved the placement of \$80,000 to the Capital Reserve for Equipment Purchase and \$20,000 to the Capital Reserve for Real Property and Acquisition. At the end of the year, we had an additional \$10,000 which we put into the Capital Reserve for Equipment Repair, but we never motioned or approved this. A motion was made by

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Commissioner Jacobowitz and seconded by Commissioner Grecco to put \$80,000 into the Capital Reserve for Equipment Purchase, \$20,000 to the Capital Reserve for Real Property and Acquisition and \$10,000 to the Capital Reserve for Equipment Repair. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Treasurer VanDerMeulen advised the board and Chiefs that receipts need to be submitted to the treasurer as soon as possible.

Treasurer VanDerMeulen advised the board that there is \$411,000 in the checking account. She recommends moving \$361,000 from the general fund checking to the money market account. A motion was made by Commissioner Grecco and seconded by Commissioner Decker to move \$361,000 from the general fund checking to the money market account. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Approved Expenditure

Transfer from General Checking to MM Savings	\$	361,000.00
Haight		985.50
Radio Repairs		500.00

Bills Signed

All bills were read and reviewed. A motion was made by Commissioner Grecco and seconded by Commissioner Decker to pay bills. Unanimous approval (5 ayes and 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.

Further Information from Chief

Paperwork was forwarded to Chairman Keenan concerning the auditor request for more information about the air packs.

Chief Hunt advised the board that push brooms are needed in the Utility Closet for the bays. Chairman Keenan will coordinate this with the custodian.

Communications

Commissioner Keenan advised the board that we received correspondence from the Board of Elections. The Presidential Primary scheduled for April 28 has been postponed to June 23.

Commissioner Keenan advised the board that we received our statement from RBC Wealth Management on LOSAP. The balance decreased by about \$89K. Statement balance as of March 31, 2020 is \$1,142,323.43.

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Adjournment

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