

Coldenham Fire District
Board of Fire Commissioners
March 9, 2020

Call to Order

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on March 9, 2020 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, Ricky Cameron, Anita Grecco and Warren Decker
Wayne Jacobowitz is in Florida.

Also, present: Mary Keenan, Secretary
Donna VanDerMeulen, Treasurer
Asst Chief Mike Kenny
Asst Chief Mike Wirth

Acceptance of Minutes

A motion was made by Commissioner Decker and seconded by Commissioner Cameron to accept the minutes from the Regular Meeting of February 10, 2020 with corrections. Page 5 under Development Projects within the Fire District, 2nd sentence should read: Chief Hunt just received ongoing plans that he will review. Page 7, under Stipend, 1st sentence should read: A motion was made by Commissioner Jacobowitz and seconded by Commissioner Decker to pay Linda Miller a stipend of \$599 while training. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. The special meeting of February 18 will have to be approved next month as only two Commissioners that attended the meeting are in attendance.

Communications

We received a request from the Pine Bush Women's Softball League for the use of the rear and/or back parking lot, and/or field. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to allow the team to use the property as requested. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

We received the attendee registration packet for the 2020 Annual Meeting of the Association of Fire Districts of the State of New York to be held from April 30 – May 2 at the Marriott Long Island in Uniondale NY.

We received a flyer concerning Fire Commissioner Training. The secretary will pass this on to Commissioner Jacobowitz.

We received correspondence from the Association of Fire Chiefs to update any information. Given to Chief Hunt.

Commissioner Grecco received a notice from the Orange County Board of Elections concerning the use of the hall on April 28, June 23 and November 3, 2020.

Commissioner Keenan advised the board that we received our statement from RBC Wealth

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Management on LOSAP. The balance decreased by about \$32K. Statement balance as of February 29, 2020 is \$1,234,493.20.

Hall Requests

VC Wrestling Club on March 25, 2020 from 5 to 8 PM

Coldenham Ladies Auxiliary on November 14, 2020 for the Craft Fair all day until 6PM

Coldenham Ladies Auxiliary on November 21, 2020 for Spaghetti Dinner (set up 11/20/2020 after band practice and all day 11/21/2020.)

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

Commissioner Grecco advised the board that it was reported to her that the person who used the hall did not clean up after. She called the person and told him that we would be keeping the check. Further, about three months ago, someone rented the hall, but the name on the check was not the renter's, so she sent it back to the address on the check. It was returned to us. There was some discussion about what to do with the check. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to go into **Executive Session** to discuss a potential personal disciplinary issue. 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 come out of Executive Session and resume the meeting. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Public Discussion

Fred Stipak suggested placing sticky backed cork board to post on doors instead of using tape.

Committee Reports

Safety Committee: Commissioner Cameron stated that there was a minor leg injury on February 23, 2020. No report was filed. Also, while at a mutual aid call in Newburgh, the Ladder Truck was possibly involved in an accident. A police report was filed.

Mack Restoration Committee: Nothing new to report.

Building or Property Committee: There was a problem with the ladies' room toilet being plugged. Tried to plunge it. Didn't work. Classic Plumbing came by today and cleared it.

Old Business

2019 LOSAP: Commissioner Keenan advised the board that the 2019 report was submitted.

Fuel Audit: Nothing to report.

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SAM (State and Municipal Facilities Program administered by DASNY): Commissioner Keenan and Commissioner Grecco will meet with Jim Farr on Thursday, March 12, 2020 at 8:00 AM.

FEMA Grant: The company is looking to submit paperwork for a FEMA grant for radios.

2019 Audit: The auditors were here on Monday, February 17 at 8:30am for the audit.

Projects

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

Engine Bay Floors: Commissioner Decker texted Mike DiCaprio for prices and availability. The weeks of May 11, June 8 or June 22 are suggestions.

Replacement Blacktop: Hopefully in 2020.

Air Conditioning Project: Commissioner Jacobowitz recommends (by text) awarding the bid to Larson's Heating and Cooling. A motion was made by Commissioner Decker and seconded by Commissioner Cameron to award the job to Larson's Heating and Cooling for the bid amount of \$27,390.00. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Kitchen Exhaust: Nothing currently.

Phones: There is a billing issue with the phones. Treasurer VanDerMeulen is working with Verizon to figure it out. There are so many calls for directory assistance at \$2.99 each and one phone call was for 210 minutes.

Cut off Switch for Fuel Tanks: Commissioner Keenan advised the board that we get this done eventually.

New Business

Dell Server Extended Warranty: Commissioner Keenan stated that the renewal rate for the extended warranty is \$301.57 for the year. A motion was made by Commissioner Grecco and seconded by Commissioner Cameron to renew the extended warranty with Dell for the Server at a cost of \$301.57 for the year. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Budget: We received our real property checks from the Town of Newburgh. We are waiting on the PILOT check which we should receive in April. The Town of Montgomery is behind and hopefully we will get the check from them before the end of the week.

Hall: Commissioner Grecco suggested that the floors be cleaned and waxed and the walls repainted. Commissioner Keenan suggested that we wait until the air conditioners are installed. The Secretary will add it to Projects on the agenda.

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Dutchess Overhead Doors: Commissioner Decker received a quote for preventative maintenance on 10 overhead doors at a cost of \$85 per door per service and \$40 per operator per service. They will provide an estimate for any extra parts and labor required. Labor rates are \$137.00 per hour for one service tech and \$274.00 per hour for two service techs if needed. Commissioner Keenan suggests scheduling work for the end of June or the beginning of July. A motion was made by Commissioner Grecco and seconded by Commissioner Cameron to contract with Dutchess Overhead Doors for preventative maintenance of the 10 overhead doors. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Lawn Maintenance: Commissioner Decker updated the specs for the Lawn Maintenance agreement. The only changes are the dates on page 2, when we have to receive, when we are going to vote on it and when we are going to notify them. Other than that, everything else is the same. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to publish a request for bids for lawn maintenance to be received by 7 PM on April 13, 2020 in the Wallkill Valley Times and the Times Herald Record. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Physicals: Dates set.

Chief's Report

Membership

- New members: 1 Vincent Engenito Senior Firefighter
- Qualified drivers: 0
- New Drivers Requested: 0
- Drivers dropped: 0
- Physicals: In progress
- Members passing probation: 1 up in June
- 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 Cameron and seconded by Commissioner Decker to accept Vincent Engenito as a Senior Firefighter. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Apparatus Status

All in service.

Surplus Equipment

Nothing currently.

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Development Projects within the Fire District

Nothing currently.

Further Information from the Chief

Asst. Chief Kenny advised the board that we are looking to replace cables on two of the winches to go to nylon rope. Has one quote, need two more.

Asst. Chief Kenny advised the board that the radios are being done this week.

Asst Chief Kenny informed the board that the Chief has a quote from A1 Communications.

Commissioner Keenan advised the board that the base station needs an antenna. It doesn't have to go to the pole. It can be mounted where the quick call antenna is on the side of the building. Parts and labor for \$500. He doesn't have it in writing, but that is what he was told. If we wanted the antenna to go to the pole because of the cable, it would cost \$5000. We can't use the low band wire and antenna because of the resistance, but Commissioner Keenan feels this is critical and would like authorization to have the Chief get it fixed. A motion was made by Commissioner Cameron and seconded by Commissioner Decker to have A1 Communications install the antenna at a cost of \$500. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Cameron will try to get this reimbursed from the county, if possible.

Further Information from the Commissioners

Nothing currently.

Information from the Treasurer/Secretary

Treasurer VanDerMeulen advised the board that the auditors found an error. To correct the error, we need to move \$55,332.00 from the Capital Reserve for Real Property and put it in the Capital Reserve for Firefighting Equipment. This was because in the permissive referendum for the SCBA we were going to take the amount for the SCBA from both accounts, but it was only taken from the Capital Reserve for Firefighting Equipment.

Treasurer VanDerMeulen advised the board that the General Fund Checking has a balance of \$213,000. She stated that we normally leave \$35K to \$50 in that account to pay the bills. It was recommended that we move \$163K from the General Fund Checking into the Money Market savings. A motion was made by Commissioner Cameron and seconded by Commissioner Decker to move 163K from the General Fund Checking to the Money Market savings. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Treasurer VanDerMeulen advised the board that receipt for the EMS books has yet to be received. Treasurer VanDerMeulen informed the board that eventually the paperwork that she hands out will lessen. Treasurer VanDerMeulen will call the Town of Montgomery on Wednesday to ask about our check.

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Approved Expenditures

Transfer from General Checking to MM Savings	\$	163,000.00
Dell Server Warranty		301.57
Dutchess Overhead Doors		1,250.00
A1 Communications		500.00

Public Comments

Fred Stipak suggested that when the hall gets deep cleaned, maybe the rest of the building can also. Commissioner Keenan said that was a good idea.

Executive Session

A motion was made by Commissioner Cameron and seconded by Commissioner Decker to go into Executive Session to discuss a potential legal issue. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

At 9:08PM a motion was made by Commissioner Cameron and seconded by Commissioner Decker to return to the regular meeting. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Keenan will contact the lawyer and follow up.

Bills Signed

A motion was made by Commissioner Decker and seconded by Commissioner Cameron to pay bills if found correct. Unanimous approval (4 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.

Adjournment

Commissioner Decker moved to adjourn the meeting seconded by Commissioner Cameron. Unanimous approval (4 ayes and 0 nays) by those in attendance was received. Motion carried.

Respectfully submitted,

Mary E Keenan
Secretary