

Coldenham Fire District
Board of Fire Commissioners
February 10, 2014

Call to Order

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on February 10, 2014 at the Coldenham Fire House. Joe Keenan opened the meeting with the pledge to the flag.

Roll Call

Commissioners present were: Joe Keenan, Anita Grecco and Warren Decker. Tim Besser will be late due to work duties. Andy Garofalo was excused due to work obligations.

Also present was: Mary Keenan, Secretary
Linda Miller, Treasurer.

Acceptance of New Junior Firefighters from January 13, 2014 meeting

A motion was made by Commissioner Grecco and seconded by Commissioner Decker to accept Frank Draiss Jr. and Patrick Blaney as Junior Members of the Fire Company effective January 13, 2014, providing they pass probation and their physicals. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Acceptance of Minutes

A motion was made by Commissioner Decker to dispense with the reading of the Reorganization and Regular monthly meeting minutes of January 6, 2014 and January 13, 2014 respectively, and accept them as corrected. (Correction in regular monthly minutes on page 7 under Public Discussion, third sentence should read, "Commissioner Keenan asked if the people that left office after last year turned in their keys?" Keenan was omitted in the original sentence. Commissioner Grecco seconded the motion. Unanimous approval (4 ayes, 0 nays) by those in attendance was received. Motion carried.

Communications

- The January statement was received from RBC Wealth Management and the balance went from \$989000 down to \$973000.
- The Fire District Affairs Bulletin was passed out to Commissioners, the Treasurer and the Secretary
- The regular meeting of the Fire Districts Association of Orange County will be held on February 25, 2014 at 7:30 PM at the Coldenham Firehouse. The guest speaker will be Walt Koury and the topic will be Orange County Emergency Services. Commissioner Grecco invited Chief Draiss and Assistant Chief Miller to attend.

Hall Requests

- John Hanewich on March 8, 2014 for a birthday party from 11AM. Deposit was received. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to approve this request. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.
- Nick Bolanger on April 5, 2014 for a birthday party at 3 PM. Deposit was received. A motion was made by Commissioner Grecco and seconded by Commissioner Decker to approve this request. Unanimous approval (3 ayes, 0 nays) was received by those in

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attendance. Motion carried.

- Glenn Keenan for a welcome home party on April 12, 2014 from 1 to 5 PM.
- Al Royal for a baby shower on April 12, 2014 from 2 to 6 PM.
- Colden Park Homeowner's Association on February 27, 2014 at 7:30 PM. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to approve this request. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

The two requests to use the hall on April 12, 2014 have been tabled until Commissioner Besser arrives. It was decided that Commissioner Grecco will call both parties and see if one will move their party to the 13th.

Public Discussion

Captain Kathy Gasperetti received a threatening letter from the current President of the Fire Company. Commissioner Keenan stated that this is an issue between the Fire Company and the Ladies Auxiliary, but we will put it in the record that we did receive a copy.

Committee Reports

Truck Committee

Commissioner Keenan reported that there are only a couple of items left to order for the truck. (Fridge, coffee pot, bins and telescoping barricades.) The Fire District agreed to send the truck to Harrisburg. It will be picked up, cleaned, fueled on delivery and the hitch problem will be fixed. They will also reimburse our members for entry into the show. The demo that Unruh is building will not be ready so they asked to bring ours. Commissioner Keenan stated that the boot has been ordered and he will check with Plymovent to see when it will be delivered. Other than that, the truck is in service and has gone to calls with no issues.

Space Committee and Surplus List: Nothing at this time.

Safety Committee: Chief Draiss reported that there was nothing to report at this time.

Mack Restoration Committee: Nothing at this time.

Old Business

Physicals

Dates for physicals are the 16th of February at 8:30 to 10 AM and the 25th of February at 5:30 PM at the Montgomery Office. Commissioner Keenan stated that Commissioner Besser is working to get the questionnaires ahead of time for the firefighters. Commissioner Besser will download them off the internet and post them.

Driver Qualification/Active Duty Criteria

Commissioner Keenan stated that the board is currently reviewing and updating the policy manuals compiled by Scicchitano & Pinsky.

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LOSAP/Service Awards

Commissioner Keenan stated that the preliminary report was not posted for 30 days, so we can't act on it yet. We would be able to sign off on it next month.

Server and Workstations

Commissioner Keenan priced servers from Dell at a cost of \$1550. If purchased through the state contract the cost is \$1650. Commissioner Keenan would like to talk to our IT guy before purchasing anything because there are licenses and things that have to be switched.

Kick plate for the Trophy Case: Tabled.

Policy Manual by Scicchitano & Pinsky (District Rules & Regs)

The board has been working on this and will need to schedule more work sessions once Commissioner Besser gets to the meeting.

PA system: Commissioner Keenan stated that this is still on hold.

Firehouse Software for Tablets: This is dependent on getting a new server.

Gas reimbursement form: One more reimbursement form was received.

Copier

Commissioner Keenan didn't get prices. He was thinking that the new copier should be placed in our office. Commissioner Decker stated that he knows of another fire district that just bought a copier. They paid \$4500 and they got \$1000 for a trade in on a copier they had that barely did anything. He will get the information and bring it to next month's meeting. Commissioner Garofalo will be the POC on this task and will get prices.

Electrician

Commissioner Grecco called the electrician and he will be coming tomorrow to do the work.

Oven

Commissioner Grecco advised the board that the oven was repaired. It was a faulty sensor.

New Business

Fuel Log Audit

Commissioner Keenan stated that Assistant Chief Hunt gave him the paperwork and he just has to put it all together.

Key Accountability

At last month's meeting Commissioner Keenan asked the Chief and President to start a key accountability list to turn over to Commissioner Besser.

Audit

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Treasurer Miller states that the auditors have found an error somewhere between the journal entries and the trial balance. We need to contract with a CPA who will sit with Treasurer Miller and determine where the error is and how to correct it. Ronald Clum, CPA submitted a letter describing what he proposes to complete at a cost of \$100 per hour. (Copy is attached to original minutes.) After some discussion, it was decided to contract with Ronald Clum for up to 10 hours of service at a cost not to exceed \$1000. A motion was made by Commissioner Decker, seconded by Commissioner Grecco to contract with Ronald Clum, CPA for up to ten hours of service at a cost not to exceed \$1000. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

Lawn Maintenance and Grounds

We received a note from Belly Flop that spring is right around the corner and would like to be considered for the lawn maintenance contract for the new year. (Letter given to Commissioner Decker.)

Hosting the County Meeting

Commissioner Grecco stated that Coldenham will be hosting the Fire Districts Association of Orange County meeting on February 25. She would like to request \$200 for the Ladies Auxiliary to cover the food and expenses for this function. A motion was made by Commissioner Grecco and seconded by Commissioner Decker to expend \$200 to the Ladies Auxiliary for this function. Any unspent money will be returned to the District. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.

Chief's Report

Membership

- New members: 0
- Qualified drivers: 0
- New Drivers Requested: 0
- Drivers dropped: 0
- Physicals: On going
- Members passing probation: 0
- Members reinstated: 0
- Members dropped: 0
- Social Members dropped: 0
- Status switch: 0
- Members suspended: 1 continued
- Members resigned: 0

Further Information from the Chief

- Chief Draiss submitted a list for medical supplies totaling \$3097.73. A motion was made by Commissioner Decker, seconded by Commissioner Grecco to purchase the necessary medical supplies at a cost of \$3097.73. Unanimous approval (3 ayes, 0 nays) was received by those in attendance. Motion carried.
- Chief Draiss have two members that will be going to EMT Class. Assistant Chief Miller ordered the books and paid for them online with the district credit card.

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Commissioner Keenan said that a motion to pay for the book was not necessary, as this is a standing order.

- Chief Draiss advised the board that ladder testing was scheduled for this week, but due to the snow it will have to be rescheduled.
- Chief Draiss stated that Ruscon picked up the tanker today for service. Tires are an issue on this truck too. They will get prices to replace all ten tires.
- Chief Draiss advised the board that he advised the Battalion Coordinator that we are not in favor of assisting with shutting down I-84 in the event of a state of emergency.

Further Information from the Commissioners

Commissioner Besser joined the meeting. He received a response from the NYS DOT with regard to our request to reduce the speed limit on 17K. They responded that this issue was studied in 2011 at the Town of Montgomery's request. "The New York State Department of Transportation's (NYSDOT) conclusion at that time was not to lower the speed limit, since the observed vehicle speeds are consistent with the posted speed limit and no accident pattern was found that could be mitigated by lowering the speed limit. Conditions along this corridor have not changed significantly from the time when that study was completed, so the conclusion is still valid." In addition, they responded, "Based on NYSDOT's field investigation of the passing zones on this section Route 17K, the Department feels it would be beneficial to close the passing zones on Route 17K between reference markers 17K 8301 1142 and 17K 8301 1155. This work will need to be done by our pavement marking contractor during the 2014 construction season."

Scicchitano & Pinsky Seminar

Commissioner Besser received a flyer for Pinsky's seminar to be held at the Turning Stone from March 27th to the 30th. Cost is \$195 which includes dinner on Friday, breakfast and lunch on Saturday, breakfast on Sunday and all materials. Hotel accommodations are additional. On Friday and Saturday topics include: Innovative Fire Prevention and Youth Programs, By Laws for your Fire and EMS Organizations, Strategic Planning, Advanced Legal Issues, Firefighter and Digital Imagery-The problem and the solution, Liability Trends and Traps, Facebook and the First Amendment and Auxiliary and Social Membership Issues. Sunday topic is Legal Liability or Moral, Sworn Obligation: Firefighter critical injury and death - who owns it. Chief Billy Goldfeder (Complete list of topics is attached)

Workshop

Another workshop to review the Scicchitano & Pinsky drafts of policies needs to be scheduled. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to hold a workshop on March 1, 2014 from 10:00 to 2:00 to review the draft of policies submitted by Scicchitano & Pinsky. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. The secretary will place the notice in the Wallkill Valley Times.

Insurance

We met with Todd McNutt from Rose & Kiernan who went over our current policy and gave us comparative figures for ESIP. The price difference was about \$1500, but we do receive

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dividends from Utica, so that negates the difference. The quote for renewal with Utica is \$48,446.16 (with a two year lock in on the rate) and the quote from ESIP is \$47,901.64. There were some items that ESIP offered like reduced deductible/or lack of deductible and increased limits in some cases. Commissioner Keenan said that he didn't see it as a significant difference. Commissioner Besser stated that both offer training programs. He also felt that it was not a significant difference. He also stated that we have always gotten excellent coverage and service with Utica. They've been very fair when claims were involved. Commissioner Grecco felt that if it isn't broken, we shouldn't try to fix it. A motion was made by Commissioner Grecco and seconded by Commissioner Decker to keep Utica as our insurance provider. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Provident

Commissioner Besser stated that it is also time to renew our disability and death policy with Provident. His recommendations would be to continue with the current limits, but add the rider for organized sports. To maintain current limits with the addition of the additional sports coverage, if we lock in for 3 years, it would be \$5008 payable per year. If we were to increase the limits from \$100K to \$125K it jumps to \$6364 per year for three years and if we go to \$150K it would be \$7997 per year for three years. Commissioner Besser made a motion, seconded by Commissioner Decker to continue the program at the current limits with the addition of organized sports coverage and sign on for 3 years at a cost of \$5008 per year. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Information from the Treasurer/Secretary

Secretary Keenan stated that the faucet in the Ladies Room in the hall leaks. Commissioner Keenan stated that Commissioner Besser and Commissioner Decker will need to draft an RFP for an on call plumber and an on call electrician. In the mean time, Commissioner Decker will get a plumber in to fix the faucet. Secretary Keenan also stated that the tile is still missing in front of the Ladies Room. Chief Draiss said that he will see that it is fixed.

Treasurer Miller advised the board that we received a check from the Town of Newburgh in the amount of \$75,075.07.

Treasurer Miller advised the board that we received a credit of \$30.35 from E-Z Pass. Commissioner Grecco asked if there was a list of the E-Z passes and what truck they are on. Chief Draiss stated that all the E-Z passes were in his desk and the Chief's have theirs in their vehicles.

Approved Expenditures

Coldenham Ladies Auxiliary	\$ 200.00
Medical Supplies	3,097.73
Utica Insurance	48,446.16
Provident Insurance	5,008.00

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Public Discussion

President Blaney said that Steve Molnar and she will replace the tile in front of the Ladies Room door in the hall. Commissioner Keenan said the tiles can be found either inside the chair closet or upstairs in a box by the copier. He thanked them for their help.

Bills Signed

Commissioner Besser 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.

Adjournment

Since all regular business was completed, Commissioner Besser moved to adjourn the meeting seconded by Commissioner Grecco. Unanimous approval (4 ayes, 0 nays) by those in attendance was received. Motion carried.

Respectfully submitted,

Mary E. Keenan
Secretary