

Coldenham Fire District
Board of Fire Commissioners
July 7, 2014

Call to Order

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on July 7, 2014 at the Coldenham Fire House. Commissioner Besser opened the meeting with the pledge to the flag.

Public Hearing

The first order of business was to hold a public hearing to expend up to \$15,000 from the Capital Repair Reserve fund to upgrade and repair the warning lights and scene lights on the ladder truck. Commissioner Besser asked if there were any questions. There being none, Commissioner Keenan made a motion, seconded by Commissioner Decker to close the public hearing. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Roll Call

Commissioners present: Tim Besser, Joe Keenan, Anita Grecco, Warren Decker and Andy Garofalo

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

Acceptance of Minutes

A motion was made by Commissioner Grecco to dispense with the reading of the monthly meeting minutes of June 9, 2014 and accept them as written. Commissioner Decker seconded the motion. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Communications

- We received a Certificate of Compliance from Pinsky Law Group, PLLC to certify that Warren J Decker successfully completed the on-line commissioner training course as of the 13th day of June, 2014.
- We also received the auto pay for Comercia and the bill for the auto pay for Comercia in the amount of \$35.10.

Hall Requests

- Joe & Mary Keenan on July 20 for a Graduation Party (deposit was received)

A motion was made by Commissioner Decker and seconded by Commissioner Grecco to approve the hall request. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Public Discussion

None

Committee Reports

Truck Committee: Nothing to report at this time

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Space Committee and Surplus List: Nothing to report at this time

Safety Committee: One issue today for heat exhaustion which required a trip to the hospital by Mobile Life.

Mack Restoration Committee: Nothing to report at this time

Old Business

Physicals: Commissioner Besser stated that there was nothing new to report. Commissioner Decker questioned how many have not gone for their physicals and if we were going to have a cut-off for responding. Commissioner Besser stated that he hasn't done anymore compilation to the list. He believes that everyone responding has had their physical for the year. Commissioner Decker would like to get this finalized and those who have not gone for their physicals to receive a letter that they cannot respond until they have had and passed their physical.

Driver Qualification/Active Duty Criteria: Commissioner Besser reminded everyone that we will be having another work session on July 21 at 6:30. The secretary will post the notice in the Wallkill Valley Times and on the District and Town websites. Commissioner Keenan also reminded everyone to complete their worksheets.

LOSAP/Service Awards: Nothing to report at this time

Server and Workstations: Commissioner Keenan stated that some people have had a problem getting into their account, some of the logins and passwords had to be changed. There was also an issue because we forgot to create a new IP address for the copier. Commissioner Keenan will take care of this. Commissioner Besser advised the board that he did purchase a copier/printer for our office. It is up and running and does two sided. He will order additional cartridges. He was notified by the Chief that our website is down. Unfortunately, our license to our domain name expired. When they contacted Commissioner Besser to notify him of this, they e-mailed it to an unused e-mail account that Commissioner Besser no longer uses. They never bothered to mail a letter, just the e-mail, so in the meantime they auctioned our domain name. Commissioner Besser talked to Tony Donato (who maintains our website). Tony has sent four or five e-mails to the people who bought our domain name without any response. Tony got Coldenhamfd.org for the time being. He will transfer our information to that new site. He also said that at some point our old domain name will become available and we could probably get it for about \$9 a year. Commissioner Keenan stated that we need to purchase a new computer for the Commissioner's Office. Commissioner Decker made a motion, seconded by Commissioner Garofalo to approve the purchase of a computer and any other necessary items to go with it at a cost of up to \$1,500. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Kick plate for the Trophy Case: Tabled

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Policy Manual by Scicchitano & Pinsky (District Rules & Regs): Continuing to review.

PA system: This is still on hold.

Fire House Software: Commissioner Keenan stated that we had a little glitch. Some of the calls didn't make it over, like 6 or 7. Assistant Chief Miller is checking it. Commissioner Keenan stated that the problem may be that they were coded incorrectly. They are still working on getting the I Pads to function correctly.

Fuel Audit: Commissioner Keenan submitted the fuel audit report for 2013. Commissioner Decker would like to see the locks changed on the diesel and gas pumps. Chief Draiss will take care of this and see that the Chiefs each get a key.

RFP's for Electrician, Plumber and General Maintenance: Commissioner Besser e-mailed them to the Commissioners. They will talk about them at the work session on the 21st.

Hall Rental: Commissioner Grecco submitted a proposed contract for the use of the hall. She checked with surrounding companies and districts to use as a comparison. Commissioner Besser suggested that we add something like "This is first and foremost a fire house and in an emergency services situation may require cancellation of your event with no notice." Commissioner Keenan questioned who may rent the hall. Use will be for members of the Fire Company, Ladies Auxiliary and Fife and Drum Corps. Commissioner Decker or Commissioner Grecco will check the hall after the event to determine if the cleaning deposit will be returned. Commissioner Keenan asked what happened to the members getting one free use a year. Commissioner Grecco said that no one is giving it for free. Discussion ensued. Commissioner Keenan stated that some firefighters give up not only their free time, but leave their businesses to come to calls like the one today. Commissioner Grecco said that if you are able to throw a party you should be able to spend \$100 to rent a hall. Commissioner Keenan and Commissioner Besser both agreed that was not the point. The point is that members give their time and energy for free to protect the district and its surroundings. Commissioner Decker stated that some people take advantage of the free use by renting it for free and then we don't see them at calls or events again. After much discussion, Commissioner Besser stated that we need to clarify if we need a check for \$225 or two checks for \$100 and \$125. We would also like to see the one free use written in the agreement. Commissioner Besser suggested that all that was talked about tonight be incorporated into the agreement and brought to the work session so that it would be ready to be approved at the next meeting.

Annual Audit: Commissioner Besser submitted the annual audit by Vannacore on time to the state on June 30th. He has a receipt acknowledging their receipt of the audit. There are copies upstairs of both the audit and the report to the board for everyone.

Roof: Commissioner Grecco advised the board that the roof has been repaired. Two

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quotes were received and Hollenbeck & Dailey, Inc was awarded the contract at a cost of \$4,950. He repaired the roof at the northwest corner of the building in the rear. He coated the roof with poly-sil 2200 liquid membrane grey base coat and then again with a white top coat. The snow guards were re-fastened or replaced. He checked the rest of the roof and didn't see any issues. The other quote was from Roberts Contracting, Inc for a total cost of \$5,500.

Building Repair: Commissioner Garofalo got a third estimate from Bundy Construction Company as follows: material and labor for two new doors for \$5,500 and material and labor to repair siding \$14,558 for a total of \$20,058. Commissioner Garofalo will come up with a set of specs to put out to bid. Commissioner Besser stated that the spec should specify that if the lower channel of the siding is rotted it would all need to be replaced.

New Business

Fuel Tank for Generator: Commissioner Grecco advised the board that the fuel tank for the generator is sinking. She got a verbal price from 84 Landscaping of \$700 to move the fuel tank and pour a concrete pad to match the one the generator is on. That includes digging it out, putting a layer of rock, tamping it down, putting in rebar and pouring the concrete. Mike Keenan has a 110 gallon portable fuel tank and a boom truck that he could use. He thought once some of the fuel was drained into the portable tank, he could use the boom truck to put the tank on the blacktop. Commissioner Grecco thought that if Mike could move the tank, then 84 Landscaping would only have to do the concrete pad and it would cost less. Commissioner Keenan stated that Randy Haylock works for a fuel place. He spoke to his boss and they have the right equipment to drain and store fuel. The boss told him that he would let Randy do it and use the truck. In this instance the concrete guy would have to be scheduled and we would have to set a specific time so that Randy's use of the truck would be minimal. A motion was made by Commissioner Decker and seconded by Commissioner Garofalo to spend up to \$700 for a concrete pad under the generator fuel tank. Unanimous approval (5 ayes, 0 nays) was received by those in attendance.

Copier: Commissioner Garofalo stopped at Toshiba Business Solutions and spoke to one of the sales managers. He suggested model 2555C as a best fit for us. It is on state bid at a cost of \$4433. Commissioner Besser would like to wait a few months to see how the one in the office works for us.

Chief's Report

Membership

- New members: 0
- Qualified drivers: 0
- New Drivers Requested: 0
- Drivers dropped: 0
- Physicals: On going

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Membership (cont)

- Members passing probation: 3 Frank Draiss Jr.
Kyle Miller
Debra Pellegrini
- Members reinstated: 0
- Members dropped: 4 Alexis Casey
Matt Shrkeli
Jeffrey Stedner
Ken Strobach
- Social Members dropped: 0
- Status switch: 0
- Members suspended: 0
- Members resigned: 0

Further Information from the Chief

- Chief Draiss would like to take as many trucks as possible to the Maybrook parade on July 19.
- Chief Draiss would like to have our EMT's help out at another mountain bike race on July 27 on Stewart Forest Property.
- Chief Draiss advised the board that the paint on 203 is getting bad. Commissioner Besser stated that the paint warranty is up and suggested to bring it to Quality. They don't do the big trucks anymore. Commissioner Decker suggested Ron Molton on RT 208, he does all the busses. Commissioner Keenan suggested checking with MAACO in Middletown. The cab on 203 won't tilt. Assistant Chief Hunt was looking at it when the call came in today, so we don't know the status.
- Chief Draiss advised the board that community day has been moved to July 15 and would still like to send a truck to Cronomer Hill Park.
- Chief Draiss advised the board that we will be having a blood drive on July 31.
- Chief Draiss mentioned that they had a big call today and wants to thank all the firefighters and he's very proud of them. He also thanked the ladies auxiliary for their support. The Chief will replenish the Gatorade and he said that he would probably need another pallet of water. It was suggested that he go to Pepsi for a good price on water. Commissioner Decker told him to ask Ray VanInWegan for the contact at Pepsi.
- Chief Draiss advised the board that Assistant Chief Matt Hunt had an exhaust leak in his vehicle. Mechanics found that the manifold and the valves underneath it are cracked. Matt was told that the engine would have to be torn apart and it would be very expensive. Commissioner Besser asked Matt to see if they would define very expensive in digits.
- Chief Draiss advised the board that Assistant Chief Walt Miller's check engine light is on. He also said that the hatch is rusting out. Commissioner Besser asked if he could get an estimate on the hatches.
- Chief Draiss advised the board that the pick-up is fixed. It had a vent hose that was pinched from day one.

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A motion was made by Commissioner Keenan and seconded by Commissioner Garofalo to allow the Chief to bring apparatus to the Maybrook parade on July 19 and to community day on July 15. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

- Chief Draiss advised the board that he will be bringing the Mack up to the main firehouse to get it ready for the parade. The brush truck will be moved to the back.
- Chief Draiss advised the board that hose testing was done on the 3rd and we lost two 5" lengths and one 2 ½" length.

Further Information from the Commissioners

Commissioner Keenan stated that every sub-organization or office or people have a right to secure their own things in the fire house. Commissioner Keenan went on to say that he didn't understand why the Ladies Auxiliary has the right to change their lock without coming to the board when we are the landlord of the building. He further stated that if there was an emergency, we would have to break the door down. And what would stop the Chief or President, who has had issues in the past, or the band from doing the same? Commissioner Garofalo said that it was brought to him and he said yes. Commissioner Keenan stated that it was not brought to the board. Captain Kathy Gasperetti stated that she went to three commissioners and they said yes. Commissioner Grecco asked "who has the right to go in anybody's closet or whatever without permission?" Commissioner Keenan stated that it was not brought to this board. Commissioner Grecco replied that they used it. Commissioner Keenan said then it should have come to the board and we could have ordered them a new cylinder. That way only the ladies and the board would have access to that closet. The board has a right to get into every room in this firehouse. Captain Kathy Gasperetti stated that they have keys. Commissioner Keenan said that doesn't make it right. No one disagrees with Commissioner Grecco's statement that the person who goes into that closet without asking and takes things without replacing them, is not right. Much discussion ensued. Commissioner Besser stated that we spent a lot of money years ago in order to avoid carrying many different keys. The question was why wasn't the Auxiliary's need discussed by the whole board? Commissioner Keenan feels that the lock needs to be changed back and fixed properly. Commissioner Grecco said to call her up and she can open the door. Commissioner Besser stated that there are two distinct issues: one is access to the closet; the other is going around the board to get something done. Commissioner Grecco asked, "So what's the solution?" Commissioner Besser stated, "Put the lock on that's supposed to be there." Commissioner Decker then said, "No because then we're right back to the same situation. People going in there that don't belong in there." "And then we address those situations if and when they arise," said Commissioner Besser. "How do you know who the **** took it?" asked Commissioner Grecco. "Just like the big grill that disappeared. Where do we start? That's the problem," added Commissioner Decker. "We have a key control problem and we know it and we can't address it because we don't know where to start," he continued. "So we need to remedy it somehow and by putting a lock back on that door that's a common key, you're right back to square one. And I'm not saying that it's right, wrong or indifferent, but let's face the

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facts...people are going in there, and I don't know who it is, and they're taking things that don't belong to them. And why should the Ladies Auxiliary have to keep putting out of their pockets to replace things that people take." Commissioner Keenan said that we probably can't re-key the whole place, but we can re-key the door, with the right lock and the right key in the right process. Commissioner Besser said he was sure that we could get the lock re-sleeved with an updated Caba lock. He thinks that we had to do that before when the locks would get broken from time to time. Commissioner Besser stated that at the minimum, we have to do it the right way. Commissioner Decker asked if we could make the lock only accessible to the ladies and the commissioners. Commissioner Besser said that it could. He will check with Ashcraft to see if the sleeve can be changed. Commissioner Keenan added that if we are going to do that, we should do the same for the President's office. Commissioner Besser stated that he is unhappy with what happened and equally unhappy with the way it happened. That's not the right way for business to get done. Emergencies are one thing, this was not an emergency. Commissioner Keenan suggested that until the lock gets a new sleeve, we need to have a key to the Ladies Closet in our lock box. Commissioner Garofalo will put the key that he has for the Ladies closet in the commissioner's lock box.

Information from the Treasurer/Secretary

Treasurer Miller deposited the \$400 check from Tom Kaiser for the surplus tires. Commissioner Keenan added that the board wanted \$50 a tire. Tom Kaiser took eight tires and the other two were worn unevenly, so Commissioner Keenan was able to get rid of them free of charge. There are still 4 tires left from Engine 204.

Treasurer Miller stated that we received a refund in the amount of \$242.00 due to an audit of our account with Utica Mutual for 2001 to 2006.

Treasurer Miller received the 2% fire tax money for the benevolent association in the amount of \$9,299.38.

Treasurer Miller would like to transfer \$30,000 from the money market account to the general checking. Commissioner Keenan made a motion seconded by Commissioner Grecco to move \$30,000 from the money market account to the general checking for monthly bills. Unanimous approval (5 ayes, 0 nays) was received by those in attendance. Motion carried.

Approved Expenditures

None

Public Discussion

None

Bills Signed

Commissioner Decker made a motion to pay bills if found correct, seconded by Commissioner Keenan. Unanimous approval (5 ayes, 0 nays) by those in attendance was

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received. Motion carried.

Adjournment

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

Respectfully submitted,

Mary E. Keenan
Secretary