

Coldenham Fire District
Board of Fire Commissioners
September 8, 2014

Call to Order

The regular meeting of the Board of Fire Commissioners of the Coldenham Fire District was held on September 8, 2014 at the Coldenham Fire House. Commissioner Besser opened the meeting with the pledge to the flag.

Roll Call

Commissioners present: Tim Besser, Joe Keenan, Anita Grecco & Warren Decker. Andy Garofalo was excused due to work obligations.

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

Acceptance of Minutes

A motion was made by Commissioner Decker to dispense with the reading of the monthly meeting minutes of August 18, 2014 and accept them as written. Commissioner Grecco seconded the motion. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Bids for Surplus Water Pump

No bids were received on the surplus water pump.

Communications

- We received the Fire District Affairs Bulletins and they were given to each Commissioner, the secretary and the treasurer.
- We also received a flyer from Orange County Departments of Emergency Services and General Services concerning purchasing from GSA contracts to be held on October 2, 2014 at the OC Emergency Services Center in Goshen from 10:00 AM to Noon.
- We also received an invitation from Representative Sean Patrick Maloney to attend a Firefighter Funding Workshop on Monday, September 15, 2014 at 12:00 PM at SUNY Orange-Newburgh Kaplan Hall in Newburgh.
- A letter was received from PenFlex that another participant was added to the program, (Paula Cunningham) and her payments will begin August 1.
- We received renewal notice for the 2015 personnel labor law posters.
- We received the LOSAP summary for the period ending August 31. Balance as of August 31, 2014 is 1,077,171.36. We also received the Comercia auto pay which will be filed, along with the payees report.
- We received a contract from the Vails Gate Fire District for the fire protection district. It is a five year contract that can be terminated by either party provided written notification by August 1. It also maintains our fee of \$4000.

Hall Requests

- Joe Keenan for December 6 for a birthday party. Required deposit was received.

Commissioner Decker made a motion, seconded by Commissioner Grecco to approve the

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hall request. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Public Discussion

None

Committee Reports

Space Committee and Surplus List: Nothing to report at this time concerning space. Commissioner Besser stated that we do need to get back there to see what we need to surplus now that the weather is breaking.

Safety Committee: Nothing to report at this time.

Mack Restoration Committee: Nothing to report at this time. Commissioner Besser ran into someone who had a '52 Mack restored and they got it back from the restoration, somewhere in Connecticut, and they are supposed to give Commissioner Besser a card.

Old Business

Physicals: Nothing to report at this time.

Driver Qualification/Active Duty Criteria: Commissioner Besser said that we will need to schedule another work session, but with the county parade coming up it will probably be sometime in October. We can address this at next month's meeting.

LOSAP/Service Awards: Nothing additional to report as this time.

Server and Workstations: Commissioner Keenan still needs to order a workstation.

Kick plate for the Trophy Case: Commissioner Besser thought that we would be able to get to this sometime this month.

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

PA system: Commissioner Besser would like to discuss this under new business.

Fire House Software: Chief Draiss advised the board that Assistant Chief Miller has sent them e-mails and he has not received a response yet.

Fuel Audit: Commissioner Keenan said that most of it is done; he just has to clean it up in appearance. It will be finalized for next month.

RFP's for Electrician, Plumber and General Maintenance: Commissioner Besser stated that not all of them are complete. He feels that we should incorporate them with the reorganization meeting.

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Hall Rental: Commissioner Grecco asked an insurance agent who said that the insured could purchase a rider to their policy for about \$50. Commissioner Keenan said that his question concerned the district's insurance company and how much they would charge to have a rider added to cover the renter for the day, because not everyone has a homeowner's policy. Commissioner Besser will contact the district's insurance company and ask what the cost would be. Commissioner Grecco also stated that they are still fine tuning the hall rental agreement.

Building Repair: As Commissioner Garofalo is not here, there is nothing to report at this time.

Fuel Tank for Generator: Commissioner Besser advised the board that the fuel tank for the generator has been relocated. The air conditioners have been removed. Commissioner Grecco informed the board that the holding tank is newer than our fuel tank. She asked Randy Haylock to see how much it would be to purchase that tank. Randy would let her know. Commissioner Besser stated that our tank only needs a new coat of paint. Commissioner Grecco said if we could get a new one for next to nothing, it could be feasible. The contractor is coming tomorrow to set up the area to pour the concrete on Wednesday. Commissioner Keenan said that he would try to paint our tank this weekend.

Copier: Commissioner Besser asked if anyone thought we should replace the copier in the hall at this time. After some discussion, it was decided that we would remove this item from the agenda and use the copier that's in the commissioners' office.

Caba Keys and Locks: Commissioner Besser is still trying to finalize everything with Mr. Ashcraft.

Security to back building: Commissioner Keenan submitted a proposal from American Alarm to install and maintain a burglar alarm and monthly monitoring costs for the back building. Commissioner Grecco made a motion, seconded by Commissioner Decker to have American Alarm Co install the burglar alarm and all necessary equipment in the back building at a cost of \$995 with an additional \$30 a month for monitoring. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Locks on Fuel Tanks: Chief Draiss informed the board that new locks have been installed on the fuel tanks.

Outside Lighting: Commissioner Grecco advised the board that they will be here tomorrow. She also stated that she spoke to John Sutton about adding another light on the side of the building. Commissioner Besser suggested that Commissioner Grecco ask the contractors to leave one of the boxes from the lights installed so that we will be able to duplicate it where we want to locate it.

Consultant: Commissioner Besser did get a response from Mike Wilbur. They are interested in our project. Commissioner Besser then contacted Frank Simeone who said

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that we should have two Commissioners and the consultant meet with him to discuss our course of action. Both Commissioner Besser and Commissioner don't feel that this is necessary. Commissioner Besser thinks that we should meet with the consultant and see their scope and then send a letter to Genting advising them that we have hired a consultant. He feels that the town will not necessarily know what the fire service will need with a project of this scope and would like to have the consultant be like a "clerk of the works" to oversee what's going on pertaining to the fire end. Commissioner Besser will get in touch with Mike Wilbur so we can try to move this along for next month.

EMT Reimbursement: Chief Draiss just saw Fred Stipak but forgot to ask him if there was any word from the State.

New Business

Commissioner Grecco received the Certificate of Liability Insurance and the Certificate of Workers' Compensation Insurance for LT Masonry & Construction. Also included was the estimate for additional concrete work to be done in the back building at a cost of \$650. The estimate is attached. A motion was made by Commissioner Decker and seconded by Commissioner Keenan to have the work done by LT Masonry & Construction at a cost of \$650. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Commissioner Grecco also advised the Chief that neither convicted arsons nor convicted sexual offenders can be members of the fire company. To follow that, Commissioner Keenan stated that the Fire Company Application will have to be tweaked so that it includes that the applicant agrees to submit to a background check. Then the next sentence should read that the applicant understands that a conviction of arson or a convicted registered sexual offender is a bar to membership and/or immediate removal from fire company membership under New York State Law. Commissioner Keenan said that whatever we add to the application, we should quote the law. Commissioner Keenan read from the web, "Legislation prevents registered sex offenders from joining or remaining members of volunteer fire companies and volunteer ambulance companies. The law also provides for the termination of membership of any current volunteer who is found to be convicted of these offenses."

Commissioner Grecco also advised the Chief that beginning on January 1, 2015 the Fire Fighter I course will be 104 hours long. Chief Draiss knew that and he also added that they will be using all new books.

Commissioner Grecco stated that if you are paid by your employer to go to a call, you cannot sign in for LOSAP. Commissioner Besser asked where she got her information. She said that Don Greene spoke about changes in the law at the county meeting. Treasurer Miller added that he said the changes would be posted on the Orange County website. Commissioner Besser said that we will wait for further documentation.

Snow Removal: Commissioner Grecco said that it is time once again to request bids for

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the winter season. Commissioner Besser asked if Commissioner Decker would include in the specs the number of trucks the bidder has. Commissioner Besser would like to open bids at the October meeting. Commissioner Decker will have it ready as soon as possible and leave copies upstairs for the other commissioners to read. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to solicit bids for snow removal to be opened at the October 13, 2014 meeting. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. The secretary will post the notice in the Wallkill Valley Times. Commissioner Decker will be the point of contact.

Training Room: Commissioner Decker suggested that the training room be moved back downstairs. He feels that the room is too small for some of the training to be held in comfort. He also suggested that the training room be converted to the commissioners' office and the present commissioners' office be given to the secretary and treasurer for their use. He would like to look into the possibility of making this happen. A motion was made by Commissioner Keenan and seconded by Commissioner Decker to begin groundwork investigation to move the training room downstairs and reestablish the commissioners' office upstairs. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried. Commissioner Keenan asked Chief Draiss to make a list of the items he would need if and when this becomes a reality. Commissioner Besser also suggested the use of an audio visual company that will take our ideas and make them happen. Treasurer Miller said that if we would need a fire proof safe that could be bolted to the floor and she requests access to the security cameras for our safety. Commissioner Keenan said that the access to the cameras would not be an issue. Commissioner Decker would also like the Chiefs and Commissioners to be able to access the security cameras from their homes. Commissioner Keenan said that we just have to get with Dennis from American Alarm and have the software loaded.

Fuel Log Books: Commissioner Keenan stated that we need to purchase new books. We need 15 books and they are \$12 each for a total of \$180. A motion was made by Commissioner Decker and seconded by Commissioner Grecco to spend \$180 to purchase 15 fuel log books at a cost of \$12 each. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Labor Law Posters: A motion was made by Commissioner Keenan seconded by Commissioner Decker to purchase the NYS Labor Law posters at a total cost of \$67.25. The posters are \$69.50 plus \$7.75 for shipping with a \$10 discount for paying before October 1. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Siren Speakers: Commissioner Besser advised the board that he forgot to factor in to the lighting upgrade on the ladder truck that the siren speakers are in the light bar currently and you can't buy a light bar that holds siren speakers anymore. He found a nice little profile set that will be going under the bumper and he would like to upgrade the siren. He thinks it will be about \$1000. Commissioner Decker made a motion, seconded by Commissioner Keenan to allow up to \$1500 for the purchase of speakers and to upgrade

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the siren for the ladder truck. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

2015 Proposed Budget: A proposed 2015 Budget was made on August 25, 2015. Commissioner Besser advised the board that the budget was increased by \$58. Discussion ensued pertaining to outfitting the offices upstairs from the 2014 budget. After some discussion, it was decided to leave the 2015 proposed budget as is and make purchases or earmark funds from 2014 for purchases to complete the training room/commissioner room project. A motion was made by Commissioner Keenan and seconded by Commissioner Grecco to adopt the proposed 2015 budget. Unanimous approval (4 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: 0
- Members resigned: 0

Further Information from the Chief

- Chief Draiss informed the board that the Mack got scratched. It was taken to Quality where they were able to buff out the scratches and didn't charge us anything.
- Chief Draiss informed the board that supplies are arriving for Fire Prevention.
- Chief Draiss said that new books are going to be needed for the Fire Fighter I class beginning on January 1, 2015. He doesn't know if they are out yet.
- Chief Draiss will submit names for gear by next meeting.
- Chief Draiss advised that Truck 203 was taken to MAACO. The fix both sides and the rear will be \$3000. A motion was made by Commissioner Keenan and seconded by Commissioner Decker to have 203 fixed at MAACO at a cost of \$3000. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.
- Chief Draiss submitted a list of medical supplies at a cost of \$883.04. A motion was made by Commissioner Keenan and seconded by Commissioner Decker to spend \$883.04 to purchase needed medical supplies. 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 informed the board that a commissioner from Middlehope passed away and was wondering if we send something to the funeral home in a case like this. Commissioner Grecco and Commissioner Besser did not ever remember doing such. Commissioner Besser stated that if anything, we would send a card to the fire district.

Commissioner Decker made a motion, seconded by Commissioner Grecco to allow Chief Draiss to buy six new Fire Fighter I books when they come out. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

A motion was made by Commissioner Keenan and seconded by Commissioner Decker to pass a resolution to enter into a contract with the Vails Gate Fire District to continue to cover the Fire Protection District as outlined on the map dated 1988. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Information from the Treasurer/Secretary

Treasurer Miller would like to transfer \$30,000 from the money market to the general checking. Commissioner Grecco made a motion seconded by Commissioner Decker to move \$30,000 from the money market account to the general checking for monthly bills. Unanimous approval (4 ayes, 0 nays) was received by those in attendance. Motion carried.

Treasurer Miller has an invoice from ChemTech (#19251) dated 7/24/14. It was brought to the meeting last month in the amount of \$205.85. She has no idea what it is for. Commissioner Besser suggested that she mail the invoice back saying that we need a statement to go with the invoice in order to get it paid.

Treasurer Miller has a bill in the amount of \$400.47 to be paid by October 15, 2015. She will investigate it further.

Treasurer Miller asked if we will be paying the Verizon invoice for the cloud. She was advised to hold it until we hear from them. Commissioner Keenan will contact them to see if we could get the issues resolved.

Treasurer Miller advised the board that she will not be at the October meeting.

Approved Expenditures

American Alarm	\$ 995.00 plus \$30 monthly for monitoring
LT Masonry & Construction	650.00
Fuel Log Books	180.00
Labor Law Posters	67.25
Siren speakers and upgrade	1500.00
MAACO	3000.00
Medical Supplies	883.04
Fire Fighter I Books (6)	?

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Public Discussion: Captain Kathleen Gasperetti asked if we had a moment of silence for Joe Presutti. Commissioner Besser asked that we observe a moment of silence in memory of Joe Presutti, a 53 year member of the company.

Chief Draiss informed the board that he will be bringing in a car for an auto extrication drill.

Bills Signed

Commissioner Decker made a motion to pay bills if found correct, seconded by Commissioner Grecco. Unanimous approval (4 ayes, 0 nays) by those in attendance was received. Motion carried.

Adjournment

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

Respectfully submitted,

Mary E. Keenan
Secretary