

Port Ewen Fire Commissioners Meeting

Date: February 1st, 2022

Location: Port Ewen Fire Department Headquarters

Roll Call (X = Present)

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| <u>X</u> 5yr Roger Boughton | <u> </u> Chief Clark R. Mains | Floor: |
| <u> </u> 4yr Gregg Pugliese | <u>X</u> Asst. Roger Brandt | <u>R. Naccarato</u> |
| <u>X</u> 3yr William McNamara | <u>X</u> Asst. A.E. Stokes | <u>J. Ellsworth</u> |
| <u>X</u> 2yr David Brechter | <u>X</u> Asst. Mike Lange | <u>G. Banks</u> |
| <u>X</u> 1yr Joseph Mains | | <u> </u> |
| <u>X</u> Sec'y Mike Dauner | | <u> </u> |
| <u>X</u> Treas. Wendy Trojak | | <u> </u> |
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Meeting was called to order by: Commissioner Mains at 19:30 hours.

Linda Flanagan of Marshall & Sterling, the District's insurance broker, presented to the board the Property & Casualty Insurance and Accident Insurance plans for 2022. Linda presented to the board several items which she recommended be looked into and possibly amended. Currently the district's insurance covers members as the primary auto insurance should they be in an accident to or from an authorized event in their private vehicle. She stated the board may want to change this to the district being secondary insured. Discussion followed on the merits and several other districts who are now in litigation and claims due to this practice. She stated the board should decide whether it is beneficial to continue current insurance. Linda addressed the coverage levels for all vehicles /apparatus and whether any should be raised or lowered. Excess Liability coverage was recommended to increase from \$10,000,000 to \$20,000,000. Linda recommended several changes as follows: Portable Equipment deductible increase from \$250 to \$500 to save \$176.00 per year, adjust comp /collision deductible to \$1,000 each to save \$296.00, Increase excess liability from \$3,000,000 to \$5,000,000 for an increased premium of \$1,000.00. Linda looked at the possibility of switching VFBL insurance coverages however it was not deemed worthwhile at this time. Secretary Dauner stated that the current company, Fire Districts of NY Mutual Insurance, was very easy to work with and has taken care of members in the past. It was discussed raising the blanket bond covering the Treasurer and Secretary as the amount of funds in accounts has increased. Treasurer Trojak will have final figures on accounts once the tax check is received and the blanket bond will be updated at that time. It was proposed to increase the Accidental Death Benefit from \$100,000 to \$150,000 for an increased premium of \$278. Linda advised the board that the premium overall for the district is up by \$100 over last year. Linda reviewed with the board group term life insurance and the importance of keeping up on the census forms. The board stated they will review all insurance policies and recommendations and decide at a later date whether to amend policies. The board thanked Linda for her presentation.

Minutes: Additions/Corrections to the previous month's meeting(s): None. Motion to accept minutes was made by Commissioner McNamara 2nd by Commissioner Brechter. 4ok motion carried.

Treasurer's Report – Treasurer's report read by Treasurer Trojak. Motion to accept Treasurer's report was made by Commissioner Boughton 2nd by Commissioner McNamara. 4ok motion carried.

District Vouchers were presented and were audited by the Commissioners in attendance.

1. Treasurer Trojak advised that the PILOT monies for BOCES was received and deposited in the amount of \$11,992.00.
2. Treasurer will be depositing \$199,631.63 into the Apparatus Reserve once the Town tax check is received. This will account for 2021-year end funds, BOCES PILOT, and 2021 Reserve fund allocations.
3. Bank of Greene County won the bid for the BAN. A checking account has been set up for the new firehouse project to be used for expenses. BAN funds should be deposited into the new checking account on February 3rd.

Correspondence/Communications:

Secretary Dauner:

1. 2022 Banquet Committee report was submitted. Total price of the banquet was \$8,436.00 of which the department will be reimbursing the district in the amount of \$2,660.00.
2. AFDSNY Fire District Affairs newsletter was passed out to the Commissioners in attendance.
3. Correspondence from Ron Naccarato was received on the hanging furnace in the kitchen. A crack was found in the furnace in the kitchen and Ron gave a report on the matter. Ron stated there may be a warranty on the heater and Frank Banks may be able to provide some guidance. Ron stated as long as it is serviced yearly it can continue to be used while the district still owns the building. Secretary Dauner stated in the meantime that he will reach out to Frank on whether a warranty is available.
4. FDNY Mutual Insurance Co letter on 2022 Covid update was received and left for Commissioners to review.
5. LOSAP Actuarial Report for 2020-2021 was received from Administrator Ron Naccarato.
6. Workers Compensation insurance forms were posted in buildings as well as the OSHA 300 log.
7. HGAC Contract was approved and received.

Unfinished Business:

Commissioner Boughton:

1. Addressed the lighting in the Headquarters parking lot which needs improvement. He spoke with Kyle Jubie who stated that he can install two timers and add two lights to existing lighting to improve the lighting system for \$800. Commissioner Boughton stated Kyle is a certified electrician and is insured. **A motion was made by**

Commissioner Boughton, 2nd Commissioner Mains to hire Kyle Jubie to install two lights and two timers for exterior lighting at Headquarters in the amount of \$800. Liability insurance by contractor to be provided 4ok motion carried.

Commissioner Mains:

1. Darmstadt Overhead Door looked at the metal floor strip on Sta #1 bay door for pick-up and stated he can repair it however not until spring time. The board discussed the loss of heat in the interim. Commissioner McNamara stated that the metal strip is only to protect the concrete edge and that it is not there for a seal. It was mentioned that there is still a gap however the gasket can be adjusted or a seal added. Secretary stated that Steve Cross could look into if needed.

Commissioner McNamara:

1. Janitor job outline was started, he will have printed out and available for the next meeting.

Secretary Dauner:

1. Secretary has been speaking with the district's attorney and they are hopeful the closing on the property will be soon. The attorneys are discussing utility easements and once this is resolved the closing should happen, he asked that the second meeting stay scheduled in case they are ready at that time.
2. Secretary addressed three members who have not completed physical or sexual harassment training. Board and Chief Officers have been made aware.

New Business:

Commissioner Mains:

1. Commissioner Mains discussed the current long distance and phone services and how the district contracts with several companies for phone, cable, and internet. He asked whether the district should look to combine all services to Spectrum. Discussion followed and in light of construction of a new firehouse which will require the ultimate consolidation of services plus the poor current service of other companies it was recommended to go with Spectrum for all services. It was also agreed to discontinue the fax machine as it has not been used by the district for the past several years. **A motion was made by Commissioner Mains, 2nd Commissioner McNamara to merge all phone, cable, and internet services to Spectrum and discontinue the fax line. 4ok motion carried.** Commissioner Mains will speak with Spectrum about setting up the new plan.
2. Commissioner Mains addressed the issue of the Assistant Chief vehicle and the fact its tires were bald and needed to be replaced. Previously the board had discussed the truck and that it was at end of service life and failing. The board did not want to put any more money into it. Currently with bald tires Commissioner Mains asked what the board wanted to do with it. Commissioner McNamara stated as Apparatus Commissioner he was never told of that issue and The Secretary as well as several Commissioners stated that if the tires were bad the truck needed to be taken out of service immediately as it was

a safety hazard. A lengthy discussion was held on the merits of the current Assistant Chief vehicle and replacing it and /or purchasing vehicles for all Assistant Chief vehicles. Commissioner Boughton stated that there are benefits of a chief vehicle in a mobile command center and there is a liability the district takes on by using private vehicles. Commissioner McNamara stated he was not in favor of purchasing a used vehicle as you were taking on someone else's problems and that he would only consider purchasing new. Secretary Dauner stated there are two separate issues, the current vehicle failing and the issue of whether new vehicle(s) should be purchased. Upon further discussion, **a motion was made by Commissioner McNamara 2nd Commissioner Boughton to immediately take the Assistant Chief vehicle out of service and authorize spending up to \$2,000 to repair vehicle at First Place to make road worthy including new tires. If the cost exceeds \$2,000 to repair an estimate will be obtained and addressed for consideration at the next board meeting. 4ok motion carried.** The board will have a conversation on whether to purchase new Assistant Chief vehicle(s) moving forward.

Chief's Report:

1. River Valley Radio has three low band portables for sale at \$300 apiece. With low band phasing out, not many are available anymore. **A motion was made by Commissioner Mains, 2nd Commissioner Boughton to purchase three low band portables at \$300 apiece from River Valley Radio and speaker mics for radios if available. 4ok motion carried.**
2. The sensing eye on flag pole at Sta #1 is still not working. **A motion was made by Commissioner Mains, 2nd Commissioner McNamara to have Kyle Jubie repair sensing eye on Sta #1 flag pole light. 4ok motion carried.**
3. Addressed Sutphen's ability to provide an apparatus. With an upcoming price increase now is time to purchase a truck. Mike Myers is willing to meet the board if they like. Assistant Chief Lange stated that the committee is not united behind Sutphen and the committee has not made a decision on which truck they want. Commissioner Mains stated he would like to look at Seagrave. Commissioner Brechter asked it go back to committee for them to agree on an apparatus to recommend.
4. Training class coming up at UCCC, Assistant Chief Brandt asked if members could attend and if they can be reimbursed. Commissioner Mains stated that it is reimbursable through the training budget.

From the Floor:

Jim Ellsworth:

- Jim felt that the board should have seller of firehouse property tear down the building prior to purchase by the fire district. In past fire department has asked property owners /Town to tear down houses that should be condemned.

Motion to adjourn made at 22:14 by Commissioner Boughton, 2nd by Commissioner McNamara. 4ok Motion Carried.

Respectfully Submitted,

Mike Dauner
District Secretary

Attachments:

1. Treasurer Report
2. Correspondence regarding Headquarters Heater
3. 2022 Banquet Report
4. 2022 Workers Compensation Insurance
5. 2021 OSHA 300 Log
6. 2020-2021 LOSAP Actuarial Report
7. HGAC Contract
8. 2022 VFIS Insurance Property & Casualty /Accident Insurance
9. Bond Anticipation Note Closing Documents