

Port Ewen Fire Commissioners Meeting

Date: February 7th, 2023

Location: Port Ewen Fire Department Headquarters

Roll Call (X = Present)

<u>X</u> 5yr Scott Sammons	<u>X</u> Chief Clark R. Mains	Floor:
<u>X</u> 4yr Roger Boughton	___ Asst. Roger Brandt	F. Banks _____
<u>X</u> Appt. A.E. Stokes	<u>X</u> Asst. Mike Lange	_____
___ 2yr William McNamara	___ Asst. Joseph Mains	_____
___ 1yr David Brechter		_____
<u>X</u> Sec'y Mike Dauner		_____
<u>X</u> Treas. Wendy Trojak		_____

Meeting was called to order by: Chairman Sammons at 19:30 hours.

Minutes: Additions/Corrections to the previous month's meeting(s): None. Motion to accept minutes was made by Commissioner Boughton 2nd by Commissioner A.E. Stokes. 3ok 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 A.E. Stokes. 3ok motion carried.

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

1. Tax check was received from town and deposited.
2. Starr Uniform bill for three jackets purchased in 2022 has been paid. The money was allocated from 2022 funds and jackets have been received. Turnout gear purchased in 2022 was received as well and was paid for with remaining 2022 funds.
3. PILOT check was received from the town.
4. 2022 Audit is progressing and should be completed by April 1st. The completed audit will be forwarded to Fiscal Advisors.
5. Secretary and Treasurer reviewed the LOSAP Tabulator salary for 2022. In the 2021 budget the line item was reflected to raise the LOSP Tabulators salary to be the same as the Administrator. This was approved in discussion at the end of 2021 to do so however a formal motion was never made approving the salary increase. This money is allocated for in the budget and would not have to be raised. After discussion, a amotion was made by Commissioner Boughton, 2nd Commissioner Stokes to raise the LOSAP Tabulator salary to \$3,250 retroactive to 2022. 3ok motion carried.
6. Treasurer Trojak reviewed the process of getting the \$6.5 million bond approved for the district. The Treasurer and Secretary spent considerable time on the process which required taking time off from their full-time employer and requiring multiple trips to address the issue including the Secretary going to Hyde Park to complete a mailing. The Treasurer requested the board consider a stipend for the Secretary and Treasurer for the

amount of work that was required to put into the process. She stated that it was an extremely stressful process and she asked the board consider the request.

7. Treasurer Trojak will be attending the AFDSNY conference in Verona in May and she will be teaching a seminar. The Association will pay some of the cost however, she is requesting that Port Ewen consider splitting the balance of costs with West Hurley for her to attend. **A motion was made by Commissioner Stokes, 2nd Commissioner Boughton to authorize paying half of the Treasurer expenses \$400 up to to attend the AFDSNY Conference in Verona. 3ok motion carried.**

Correspondence/Communications:

Secretary Dauner:

1. Marshall & Sterling submitted their annual compliance letter to the district
2. Copy of Attestation of Cancer Insurance Benefits if on file and was submitted to the state.
3. VFBL and Workers Compensation 2023 renewal paperwork was received.
4. SAM.Gov entity contact information was updated and copy is on file. The annual renewal will now be completed. This is for federal grants.
5. Letters were mailed out to members who have not completed sexual harassment training and they were advised they are suspended. There are two members whose suspension stands from 2022 as they have not provided copies of training since then.
6. Copy of letter to Planning Board attached advising of submittal of \$5,000 check for escrow required prior to the District being able to attend the January Planning Board meeting. Receipt received and expenses are paid to date.
7. AFDSNY flyer for May Training in Verona was received.
8. Copy of disability exemption paperwork was received and forwarded to the department as they requested.
9. 2023 Banquet Committee is on file
10. Sutphen sent correspondence on anticipated start date of new Engine.

Commissioner Sammons:

1. Received a letter from the Esopus Business Association requesting the district host a mixer be held at the Headquarters Hall for no charge. They are requesting the Board of Fire Commissioners give a presentation on the firehouse project. Commissioner Stokes said he is unsure on proposal. Chief Mains stated he had been approached and that he sees no benefit from it. Assistant Chief Lange and Secretary Dauner felt that the district should remain neutral and not get involved in these matters as it could be political. It was mentioned that if the district opens this up to the business association where would the board stop from having to lease out to political organizations. As there was no interest among the Commissioners present, Commissioner Sammons stated he will advise Howie Slotnick of the Business Association that the Fire District is not interested at this time.
2. There are two requests to use the Headquarters Hall, one from Girl Scouts and one from Rondout River Creek Association. It was addressed that the hall is not rented at this time to anyone other than department members and non-profits in town such as church or scouts. Chief Mains stated he gets multiple requests and does not forward to the board because it

doesn't meet the criteria. **A motion was made by Commissioner Boughton, 2nd Commissioner Stokes for Girl Scouts to be authorized to use Headquarters Hall on February 12th & 19th. 3ok motion carried.** More information is needed for Rondout Creek Association before it could be authorized. A third party had requested to utilize the hall kitchen for catering business. No interest by board in pursuing.

Unfinished Business:

Commissioner Stokes:

1. Has not heard of any interest in disposing of the old SCBA cylinders, except for valves they are un-recyclable. MES is not interested in taking them. A motion was made by Commissioner Stokes, 2nd Commissioner Sammons authorizing disposal of expired SCBA cylinders at the Chief's discretion. 3ok motion carried.
2. Cameras at Headquarters are not functioning. Roger Brandt stated that some cameras were not authorized by the board to hook up when Greylock took over cameras. There is an ongoing issue with Wi-Fi not allowing cameras to be used. Secretary stated that the cameras if not working should be removed. Secretary gave an overview of the Spectrum switchover issues ongoing. Both Secretary and Assistant Chief Lange are getting runaround. After discussion, Commissioner Boughton will reach out to Greylock to address issues with cameras to take down any cameras which are not working and cannot be replaced. Secretary Dauner and Assistant Chief Lange will attempt once more to track Spectrum down to address issues.

Commissioner Sammons:

1. Addressed heating issues at Sta #1. A bill was received from Lowe Plumbing for repair of heating in downstairs and upstairs. Originally, the only authorized repair for heat was to 1st floor and a quote for 2nd floor heat repair was requested. Commissioner Sammons reviewed the work performed to get the heat up and running for a total of \$1,000. There is now no heat on second floor and doors are being left open in stairwell to allow the heat to travel upstairs. Commissioner Sammons received a quote from RYCOR in amount of \$5,950 per split unit to install two split units upstairs at Sta #1. Members will be reminded to leave doors open until heat repaired and more information will be obtained on the quotes and repair. Payment will be made to Lowe on their bill after Commissioner Sammons speaks with them on an estimate to repair heat upstairs again. Discussion followed.
2. Addressed the issue of the repair to the charging system on 48-12 Dodge Pick-up. Assistant Chief Lange gave a report on the problem with charging on the truck. Truck was unable to be started and was towed to Begnal for the dealer to look at. The dealer advised they repaired and the truck was driven back to the firehouse. After a couple days the truck would not start. Mechanic Fitzgerald looked at and all aftermarket equipment was removed and a hum from the dashboard was noted. The vehicle was taken to Ruge's and ultimately a draw was found from the AM/FM radio. The truck was repaired and at this time the board discussed the matter of the Begnal bill for work not completed properly. Discussion followed. Assistant Chief Lange stated that the battery charger for the station failed and after bringing to NAPA, the owner provided a new one free of charge with warranty now. It is a smaller unit however works the same and has a

warranty. Commissioner Sammons asked how to proceed with Begnal bill. After discussion, Commissioner Boughton will speak with Begnal on the matter and advised the district's displeasure. The district will no longer utilize Begnal and the bill will be paid only after Commissioner Boughton speaks with Begnal.

Secretary Dauner:

1. The bid is going out this week for the tree removal at the firehouse. Secretary is requesting a meeting date of Tuesday February 28th be made to allow the board to approve the bid for tree removal as the trees need to be down at the end of March. Secretary Dauner gave an overview of Planning Board matters to date. Delaware Engineering is hoping to be before the planning board in March to finalize all matters and get site plan approval. The district at the recent meeting stated that the experts on emergency services relating to secondary access is the fire district and the Planning Board should take that into account. Letters of support in not requiring secondary access were received from fire district, UC Emergency Management, UC Sheriff, Kingston Fire Department. Secretary Dauner stated that stormwater was completed as of today with all matters addressed to the Planning Board engineer's satisfaction. The archeological review will be taking place and the matter of the house torn down on site will be addressed with SHIPO. Planning Board has authorized trees to be removed so as to allow the district to proceed once site plan is approved hopefully at March meeting. District's counsel, Terry Hannigan was present at the last meeting and has been counseling the district on matters. Secretary Dauner stated that with bills the Town Planning Board is providing the district, the escrow given to the Planning Board to date has been depleted. The Planning Board has now asked for an additional \$10,000 to be given in escrow. After discussion, a motion was made by Commissioner Stokes, 2nd Commissioner Boughton to authorize a \$10,000 payment be made on behalf of the Port Ewen Fire District to the Town Planning Board. 3ok motion carried. Planning Board will be advised that the district requires receipts to support use of escrow monies.
2. Secretary Dauner noted that the change order presented at the recent commissioner meeting for the new Engine 1 had approx. \$5,000 in added expenditures. This was mostly for mounting equipment, etc. and the base price of truck hadn't changed. He just wanted to be open with the board.

New Business:

Commissioner Sammons:

1. Presented a proposal for a proposed 10% Property Tax Credit to be entertained for the Port Ewen Fire District to approve. The Town has approved and the County is working on approving however may not make it for on March 1st deadline. Commissioner Sammons requested that Secretary Dauner speak with the Town Assessor whether the fire district can make the deadline. Secretary Dauner stated that there are specific requirements to meet for posting public hearing before the deadline. Discussion followed. Meetings will be scheduled for February 21st and 28th with a public hearing to be scheduled for February 28th on the 10% Property Tax Credit.

Secretary Dauner advised he had to leave at this time. Treasurer Trojak will continue to take minutes.

Secretary Dauner:

1. Provided quotes from Safeco for new alarm systems at all buildings.

Chief's Report:

1. Letter was received from Sutphen addressing supply chain issues. The truck is anticipated to be delivered in January or February of 2024.
2. Station #1 thermostat is running high.
3. New battery was installed in Chief's truck. Tires are needed should 1st Place be use. Board stated yes.
4. Chief addressed giving an item to Officers for their services. Any ideas please see the Chief. A suggestion was to host a dinner for Officers' which Treasurer Trojak said is authorized. Board suggested a \$50 cap per Officer.

From the Floor:

Mike Lange:

- Engine 1 is repaired.
 - Roll up door on Truck 1 is on back order.
 - Two new batteries were received on warranty for E-draulic tool on Rescue 1.
1. Heat was turned off in Sanford building by unknown person(s). It is now on and we are monitoring.
 2. Treasurer Trojak stated Secretary is requesting an agenda be made.

Motion to adjourn made at 21:35 by Commissioner Boughton, 2nd by Commissioner Stokes.
3ok Motion Carried.

Respectfully Submitted,

Mike Dauner
District Secretary

Attachments:

1. Treasurer Report
2. Sam.Gov Entity Update Correspondence
3. Correspondence to Town Planning Board on delivery of \$5,000 escrow check
4. Marshall & Sterling 2023 Compliance Letter
5. 2023 Attestation of Cancer Insurance Coverage to State

6. 2022 Sexual Harassment Training List and Suspension Letters to members without certificate of training
7. 2022 OSHA 300 Log
8. NYS Workers Compensation Disability Exemption Paperwork
9. 2023 Banquet Committee Paperwork
10. Sutphen Correspondence on supply chain issues
11. VFBL & Workers Comp Paperwork – *in Insurance File*
12. Delaware Engineering Archeological Assessment and related Planning Board documents
- *in Firehouse Project File*