

Port Ewen Fire Commissioners Meeting

Date: June 6th, 2023

Location: Port Ewen Fire Department Headquarters

Roll Call (X = Present)

<u>X</u> 5yr Scott Sammons	_____ Chief Clark R. Mains	Floor:
<u>X</u> 4yr Roger Boughton	<u>X</u> Asst. Roger Brandt	F. Banks _____
<u>X</u> Appt. A.E. Stokes	_____ Asst. Mike Lange	_____
_____ 2yr William McNamara	_____ Asst. Joseph Mains	_____
<u>X</u> 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 Stokes 2nd by Commissioner Brechter. 3ok motion carried.

Correspondence/Communications:

Secretary Dauner:

1. Copies of the resolutions adopted by the Town Planning Board regarding the firehouse site plan approval have been received and are on file.
2. Secretary received a copy of the liability insurance for AR Home Remodelers which is the company who performed recent roof repairs at Headquarters.
3. Received Decision and Order on Motion regarding litigation - to be addressed under old business.
4. Planning Board Secretary provided updated voucher list of bills from Planning Board against escrow deposit. To be addressed under old business.

Unfinished Business:

Commissioner Brechter:

1. Commissioners' Brechter and Stokes met and made proposed revisions to the Headquarters Rule Packet. They provided copies to the Commissioners for review with it to be revisited at the next meeting. Commissioner Sammons would still like to see permission granted from the board prior to approval of hall rental unless a mitigating circumstance. Commissioner Stokes felt it only needed to appear before board if alcohol was requested otherwise the Rental Commissioner can handle. It was suggested the Rental Commissioner send an email to the board advising of upcoming rentals.

There was a question on a turnout coat repair bill - repair is a good bill.

Commissioner Boughton arrived at this time.

Commissioner Stokes:

1. Commissioner Stokes brought up two quotes for roof leaks. AR Home Remodelers quoted to repair the roof over entrance at Headquarters for a total of \$3,025.08. They proposed installing venting material to prevent water from getting under metal roof as well as coating a portion of the roof with aluminum coating. Contractor could not find a specific location for leak however and made this recommendation of repair as it appeared that only path of water to enter was a driving rain along edge of roof. Contractor quoted roof repairs at Station #1 in amount of \$4,358.63 to repair several leaks with patch material and aluminum coat the entire roof over original station and hall addition. This would not make any repairs to lower (Engine 2) roof which was not quoted. Discussion followed and Board asked Commissioner Stokes to attempt to obtain a second quote as per the procurement policy.
2. Frank Banks replaced batteries in both thermostats at Sta #2 and heater by Engine 1 is now working however heater near Truck 1 is still not working. After discussion board asked Commissioner Stokes to contact Lowe Plumbing to repair heater near Truck 1 and service both heaters.

Commissioner Boughton:

1. Still would like to see an Assistant Chief vehicle purchased - he will bring more information to another meeting.

Treasurer's Report- Treasurer's report read by Treasurer Trojak. Motion to accept Treasurer's report was made by Commissioner Brechter 2nd by Commissioner Stokes. 3ok motion carried.

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

1. Presented the board a proposed 2024 Budget including the Bond payments that will be made in 2024. She also provided a Profit & Loss for 2020 - 2023 as well as a Profit & Loss for year to date. She asked the board to review so that we can work on the budget starting soon.
2. There were no 1st Quarter Payroll fees as there were no employee payments.
3. Treasurer Trojak will be away June 29th through early August however she hopes to be back for August meeting. She will work with Secretary Dauner on matters while she is away.
4. Fiscal Advisors has advised that the first bond payment is due February 1st, 2024 however the check from the town will not be available until mid-February. She stated an option is to take out a tax anticipation note to cover the payment in the interim. Treasurer and Secretary stated that it was an oversight on when the payment was due however that at the time the bond was required to be closed on due to the requirements of the project there appeared to be no other option that how it worked with dates. Secretary Dauner will speak with Bond Counsel on the Tax Anticipation Note covering the cost of the bond payment however moving forward the board will need to address paying the payment each year on the February 1st date.

5. Due to a difference in the PILOT's being received for the 2023 Budget, the revenues were off in the 2023 Budget causing \$2,473.53 to go over the tax cap. After speaking with the accountant, a bank account will be created to deposit this amount in an interest-bearing account where the money can be used towards the 2024 Budget. More information to follow.
6. Bi annual checks for Treasurer and Secretary were issued. There is only one signature on each as they cannot sign their own check.
7. Lowe Plumbing performed work on air conditioner units and a bill was not received per the service agreement. Some warranty work was completed as well.
8. Treasurer sent a letter to Bank of Greene County advising that the Apparatus Fund is still active.
9. Central Hudson now has a credit on Headquarters bill.
10. Treasurer is asking the Board to consider allowing Treasurer and Secretary Position to be considered for credit on state retirement system. She stated that if the board is agreeable, she will provide the state with documentation for the state to provide an estimate on what it would cost. Commissioner Brechter stated he had no objection.
11. Treasurer would like to set up a Treasurer email at pefd.org as the AOL is not recognized by some utilities and businesses. The board is discussing upgrading the email and web server.
12. There is an Eastern States Electrical bill in the amount of \$34.56 which is possibly a department bill - it will be looked into at the Department meeting before paying.

Old Business (Continued)

Secretary Dauner:

1. Secretary Dauner gave a report on the firehouse project. The Town Planning Board Secretary forwarded to the district a breakdown of all vouchers which the town paid out of the Fire District escrow regarding the Planning Board approval. All bills are paid to date and the town will be cutting the Fire District a check for the balance of the escrow to close out the project. Due to a scheduling conflict, Ablen Amrod of Delaware Engineering could not attend the meeting tonight. Delaware Engineering has completed the design phase of the firehouse project and is recommending that the board proceed with putting the project out to bid. As previously mentioned, Delaware Engineering is anticipating the bids will come in over budget due to inflation and delays in completing the planning board approval process and sale of the property. However, it was mutually agreed that it was best to proceed with bids in hope that the project will come in on budget and if it does not there will be hard numbers to go to the taxpayers for approval to bond or find other ways to finance. Delaware Engineering has broken down several items as bid alternates so that when the bids are received the board can opt which route, they wish to go on the matter. One of these is the stormwater design. It has been recommended to go with an above ground retention pond which is more cost effective however will require an easement from the town. Secretary Dauner has already forwarded the proposed easement and related items to the town and is anticipating meeting with the Town Supervisor this month. After discussion, **a motion was made by Commissioner Brechter, 2nd Commissioner Sammons to put the Port Ewen Firehouse Project out to bid. 4ok motion carried.** Secretary Dauner reviewed the financing on the project and how the board will be able to pay for any cost overruns. Once the bids are received in August, Delaware Engineering will review them and

make a recommendation at the September meeting. At that time the course of action on the referendum to sell the buildings and additional financing, if necessary, will be decided. Treasurer Trojak recommended that Don McCormack of Bank of Greene County be consulted as to options that can be pursued on funding.

1. The ongoing litigation in Halpin vs. Port Ewen Fire District has been found in favor of the District in a Decision & Order on Motion recently received by counsel. The matter is closed at this time.

New Business:

Secretary Dauner:

1. Secretary has issues with his email where it does not sync over all devices. He is asking that the board authorize looking at a district email which can be used through the Gmail platform or something suitable. He has spoken with Assistant Chief Brandt about upgrading email and web services and asked the board for the ok to pursue the matter and report back a cost for upgrading. Board had no objections and asked that Roger and Secretary proceed with looking into.
2. Discussed meeting dates for the upcoming month with the 4th of July holiday and some scheduling conflicts for the Treasurer and Secretary. The board decided to hold a regular meeting of the Board of Fire Commissioners on Monday July 3rd, 2023 7:00pm at Headquarters. A legal notice will be posted.

Commissioner Brechter:

1. At a recent Shawangunk FD Chicken BBQ, Commissioner Brechter won a gift certificate for a free 12-yard dumpster and removal. He is donating the gift certificate to the fire district so that it may be used towards disposal of items during upcoming cleaning up /out of the buildings. The board thanked him for the donation.

Commissioner Stokes:

1. Commissioner Stokes walked around the Headquarters building and made a list of items that need attention. He reviewed the list and has available. Discussion on whether Pepsi soda dispenser was the districts or Pepsi as it came with the building. It has never been resolved. Commissioner Stokes stated that much cleaning up and out needs to be done of Headquarters before it can be sold.
2. A couple weeks ago there was an event at Headquarters where a past member was present. He received comments from several members inquiring why the person was allowed on the property as he was previously told he could not be on district property. Commissioner Sammons stated that it was his understanding as it is a municipal building you could not prohibit people from the building. The Commissioners in attendance stated that you can't prevent the person from being on the grounds and unless it was clarified in the district minutes as to the prior members disposition on their membership, no action should be taken. Commissioner Stokes wanted to clarify it in case someone came to him again on the matter.

Chief's Report:

1. Permission for Engine 2, 48-12, and Chief's vehicle permission to attend HVVFA Parade and permission for Engine 2 and 48-12 to attend the Saugerties July 4th Parade. **A motion was made by Commissioner Boughton, 2nd Commissioner Brechter authorizing Engine 2, 48-12, and Chief's vehicle permission to attend HVVFA Parade and permission for Engine 2 and 48-12 to attend the Saugerties July 4th Parade. 4ok motion carried.**
2. Annette Spinnenweber requested permission to use the Headquarters Hall for the dinner of the Veteran's Walk this fall. The Board stated it can only be used by a member so if it is rented by a member sponsoring that would be allowed.
3. Joe Steyer of UCSO is requesting use of hall in late summer /early fall for a multi-agency Hudson River drill with area departments. Board saw no objections as it is training.
4. UCSO Joe Steyer would like to give a boater safety class to the membership as training will be mandated next year for all members conducting boat operations on the river. The class will cost \$10 per person. Board saw no objection as training and it was noted there is a training budget for the class costs.

A motion was made by Commissioner Boughton, 2nd Commissioner Brechter authorizing the Sanford and 48-12 to attend the Children's Day Parade in Kingston. 4ok motion carried.

From the Floor:

Roger Brandt:

1. I am Responding can be utilized for notices on hall rentals.
2. There are still woodchuck holes in yard of Sta #1. Children are in area at times and he offered if the Board obtained dirt, he will fill holes. Dirt will be provided.
3. A new computer will be needed for the Chiefs' Office. He will obtain prices and bring back to the board.

Frank Banks:

1. Frank advised he will take down vines on Headquarters building and paint door trim.

Motion to adjourn made at 21:02 by Commissioner Boughton, 2nd by Commissioner Brechter. 4ok Motion Carried.

Respectfully Submitted,

Mike Dauner
District Secretary

Attachments:

1. Treasurer Report
2. Chief Report
3. Town of Esopus Planning Board Voucher List for Fire District escrow
4. Certificate of Liability Insurance for AR Home Remodelers LLC
5. Planning Board Resolutions for Firehouse Project Site Plan Approval
6. Quotes on Headquarters and Sta #1 roof repairs AR Home Remodelers LLC
7. Litigation Paperwork including Decision & Order on Motion