

## Port Ewen Fire Commissioners Meeting

Date: December 5<sup>th</sup>, 2023

Location: Port Ewen Fire Department Headquarters

Roll Call (X = Present)

<u>X</u> 5yr Scott Sammons	<u>X</u> Chief Clark R. Mains
<u>X</u> 4yr Roger Boughton	<u>   </u> Asst. Roger Brandt
<u>X</u> Appt. A.E. Stokes	<u>X</u> Asst. Mike Lange
<u>X</u> 2yr William McNamara	<u>X</u> Asst. Joseph Mains
<u>   </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 19:33 hours.

**Minutes:** Additions/Corrections to the previous month's meeting(s): None. Motion to accept minutes as amended was made by Commissioner Stokes 2<sup>nd</sup> by Commissioner McNamara. 3ok motion carried.

**Treasurer's Report:** Treasurer's report read by Treasurer Trojak. Motion to accept Treasurer's report was made by Commissioner Stokes 2<sup>nd</sup> by Commissioner McNamara. 3ok motion carried.

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

1. County Waste has increased their monthly bill from \$274.86 to \$316.09. The Commissioners may want to review and look for a new company in January.
2. A check in amount of \$1,000 was cut for the 2024 banquet deposit to Novella's.
3. C.R. Mains was added to the Lowe's Credit Account for purchases.
4. There is only one signature on Secretary and Treasurer's second payroll check as they can't sign their own check.
5. Treasurer Trojak sent an email to Verizon asking that they create a work order to discontinue the fax line and switch the internet over to the 8422-phone line.
6. Treasurer Trojak spoke with Fiscal Advisors regarding whether the district should consider going out for competitive bidding for the TAN for the bond payment. The rep advised verbally that the district should go directly with Bank of Greene County as it is only going to be about a month that the district will have the town open. Treasurer Trojak recommended that the Board set the date of the TAN sale and utilize Bank of Greene County for the TAN. After discussion, **a motion was made by Commissioner Sammons, 2<sup>nd</sup> Commissioner Stokes to set the date of the Tax Anticipation Note sale thru Bank of Greene County for January 15<sup>th</sup>, 2024. 3ok motion carried.** Treasurer Trojak advised the board she will handle the details.
7. Treasurer Trojak advised that the fire district attorney's legal opinion is that monies budgeted for reserve funds in 2023 budget must be deposited in those funds. The unexpended money from the general fund can then be allocated by resolution to an

account to be used for offsetting the TAN payment that will again be necessary in 2025. More information to follow at next meeting.

### **Correspondence/Communications:**

Secretary Dauner:

1. Solicitation from Fingar Insurance for insurance services. Forwarded to Commissioners'.
2. Two FOIL requests were received. One was relating to information on firehouse referendum and information has since been provided. Second request related to firehouse design and bid documents and material has been gathered and will be turned over tomorrow.
3. Updated Liability Insurance was received from A&M Construction.
4. Pinsky Law sent correspondence on services which was provided to Commissioners'.
5. AFDSNY sent a flyer on upcoming Commissioner training. Commissioner Sammons asked the Secretary to hold onto the commissioner training paperwork and distribute at the January Commissioner meeting.
6. Correspondence was received from district's attorney Terry Hannigan in regards to the contract of sale on the firehouse property.

**A motion was made by Commissioner Stokes, 2<sup>nd</sup> Commissioner Sammons to enter into executive session to discuss attorney client correspondence relating to contract of sale for district property at 288 Broadway. 3ok motion carried.**

**A motion was made by Commissioner Stokes, 2<sup>nd</sup> Commissioner McNamara to close executive session. 3ok motion carried. No decisions were made while in executive session – informational purposes only.**

### **Unfinished Business:**

Commissioner Stokes:

1. Inquired on whether the window at Headquarters was looked at? Frank Banks stated he will meet with Commissioner Stokes.

Secretary Dauner:

1. District Commissioner Election will be held on Tuesday December 12<sup>th</sup>, 2023 6-9pm.

Chief Mains advised that the firehouse committee recently met and discussed the need for site work to be completed at the firehouse site to comply with contract of sale on property. The committee recommends that the Board of Fire Commissioners move forward with putting out to bid site work and after site work is complete, the committee will then look at remaining monies and what can be built on the site in regards to a firehouse building.

At this time Commissioner Boughton arrived at the meeting and discussion on the project was reviewed with him. **A motion was made by Commissioner Sammons, 2<sup>nd</sup> Commissioner Stokes to authorize Delaware Engineering to complete bid documentation and submit for**

**bid site plan work at the firehouse site 288 Broadway including construction in compliance with contractual obligations of the seller dating to the sale of property dated April 12, 2022. This shall include roadways, parking areas, and utilities. Vote: Commissioners' Sammons, McNamara, Stokes – Yes. Commissioner Boughton – Abstain. Motion carried.**

Commissioner Boughton:

1. Commissioner Boughton advised that there is a potential for the district to get free fill in amount of 2,000 yds of material. This will be something which will happen quickly and he is only in favor if the fill is DEC approved. Commissioner Boughton stated that the fill has to be moved ASAP and that it can be placed on the firehouse site. Discussion followed on working in tandem with the firehouse committee and engineer on the matter and Commissioner Boughton advised that he will speak with Chief Mains on logistics.

**New Business:**

1. None

**Chief's Report:**

1. Chief Mains inquired whether the board would be willing to purchase a job shirt for each of the top ten responders to be presented at the annual dinner. This would spur more interest and hopefully help get more firefighter involvement. **A motion was made by Commissioner Stokes, 2<sup>nd</sup> Commissioner Boughton authorizing purchase of job shirts for top ten responders to be presented at 2024 annual banquet. 4ok motion carried.**
2. Chief Mains spoke with Mike Myers and the Engine 1 chassis has still not been shipped from Ohio. Build scheduled to be completed beginning of February however Chief advised he is ok if it is delayed a couple months to warmer weather.

**From the Floor:**

Dennis Suraci:

1. Dennis inquired about whether the site work that was motioned to be placed out to bid was in the original bid packet for the full design. Commissioner Sammons advised that yes, the site work was in original bid however is being placed out separate as there are contractual requirements relating to the sale and the district has to make its obligations. Secretary Dauner advised that the original bids for site work and building have expired and that the original bidders extended their time for the district to consider and award the bid due to the need for the referendum however after the referendum did not pass, the district voted not to award the bids. It is hoped that the general contractors from original bids may now bid on the site work bid. The site work bid that is going out now will be for parking lots roadways on the property and utility installation to the building location. Mr. Suraci spoke to the board and wished to extend apologies to the department and engineer regarding recent meetings, he also stated that hauling in the fill now would be much cheaper now than later after. The contractor may be able to show the district a site to store on property until used.

George Banks:

1. Requested use of Headquarters Hall on March 2<sup>nd</sup> with beer and wine to be authorized. **A motion was made by Commissioner McNamara, 2<sup>nd</sup> Commissioner Boughton authorizing George Banks to use hall on March 2<sup>nd</sup>, 2024 with beer and wine. 4ok motion carried.**

Joe Mains:

1. **A motion was made by Commissioner Stokes, 2<sup>nd</sup> Commissioner McNamara authorizing the department to have their Christmas Party at Headquarters on December 9<sup>th</sup>, 2023 with beer and wine to be served. 4ok motion carried.**

Shannon Harris:

1. At the last meeting she understood that there was a question on who was on the Fire Committee? Commissioner Sammons stated nothing was addressed about that at last meeting as it was public knowledge who was on committee. Secretary Dauner advised that the Firehouse Committee members are: Chair – Clark R. Mains, Ron Naccarato, Mike Dauner, Scott Sammons, Allen E. Stokes, George Banks, and Joe Mains. Shannon stated it wasn't the Firehouse Committee and she understood that it was the Fire Committee and she stated it was not relating to the firehouse project. Secretary Dauner stated that the Firehouse Committee was the only standing committee for the Fire District, the department has committees in their organization however there is no Fire Committee. Commissioner Sammons asked Shannon what it was regarding to try to clarify and she stated she would get back to the board when she had more information.

Commissioner Sammons advised that the second meeting will be held on December 19<sup>th</sup>, 2023 7:30pm at Headquarters.

Motion to adjourn made at 20:24 by Commissioner McNamara, 2nd by Commissioner Stokes. 4ok Motion Carried.

Respectfully Submitted,

Mike Dauner  
District Secretary

Attachments:

1. Treasurer Report
2. Hannigan Law Firm correspondence relating to 288 Broadway firehouse site property
3. Liability Insurance A&M Construction
4. (2) FOIL Requests