

Port Ewen Fire Commissioners Meeting

Date: December 6th, 2022

Location: Port Ewen Fire Department Headquarters

Roll Call (X = Present)

<u>X</u> 5yr Roger Boughton	<u>X</u> Chief Clark R. Mains	Floor:
<u>X</u> Scott Sammons	<u>X</u> Asst. Roger Brandt	<u>F. Banks</u>
<u>X</u> 3yr William McNamara	<u>X</u> Asst. A.E. Stokes	<u>G. Banks</u>
<u>X</u> 2yr David Brechter	<u>X</u> Asst. Mike Lange	<u>T. Halpin</u>
<u>X</u> 1yr Joseph Mains		<u>R. Naccarato</u>
<u>X</u> Sec'y Mike Dauner		<u>J. Lamb</u>
<u>X</u> Treas. Wendy Trojak		_____

Meeting was called to order by: Commissioner Mains at 19:30 hours.

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

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

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

Correspondence/Communications:

Secretary Dauner:

1. Two new members were voted in by Department and need to be reviewed and appointed under new business.
2. Received paperwork from Delaware Engineering and Gorick on house demo at 288 Broadway.
3. Provided Commissioners with Turningstone Conference info for Pinsky Law Group.
4. Provided Commissioners on upcoming Commissioner Training
5. Provided Department with information on upcoming scholarships available.

Unfinished Business:

Treasurer Trojak:

1. Was approached by Mike Miller who stated he was owed two months of salary from when he was Custodian. Treasurer and District Secretary researched and found he was

paid thru May of 2022 when he stopped working. If Mike asks again for payment he will be directed to the Board.

2. Treasurer submitted the tax cap paperwork to the State.
3. There are two outstanding bills one for Starr Uniform and one for Fire End, both for items not received. Under new business may want to use year end money for this once the items are received.

Secretary Dauner:

1. No action on District map with Connelly, they have not responded to Secretary.
2. Secretary stated that he is still waiting on Spectrum and there are delays on switchover with them apparently not having all paperwork in order. He has provided them everything they asked however each time appointment is scheduled they need something else. Hopefully switchover will happen soon. In meantime internet has been upgraded at Headquarters and is working fine. Some electrical outlets were installed to set up equipment.
3. Commissioner election will be held on Tuesday December 13th, 2022. James Alecca and Scott Sammons are on the ballot for the 5-year term and Joseph Mains is on the ballot for the 3-year term.

Roger Boughton arrived for the meeting at this time. Moving forward all votes will reference 5 commissioners.

4. House demo at 288 Broadway on firehouse property is scheduled for next week. Secretary gave an overview of what will take place for demo. An Executive Session will need to take place to discuss matters with the district's attorney.
5. Secretary followed up on the roof leak at Headquarters and was unable to reach the previous two contractors who have done work however was able to reach a contractor who was able to provide the district a quote. The contractor, A.R. Home Remodelers LLC. has inspected and found the flashing has separated between the main metal roof and the kitchen addition. He along with the Secretary saw at least two other areas which have separated and the contractor recommends that the drip edge be replaced in entirety on the roof adjoining the addition. A quote was received to repair the flashing in the amount of \$2,366.78. **A motion was made by Commissioner Mains, 2nd Commissioner Sammons authorizing a quote from A.R. Home Remodelers LLC. in amount of \$2,366.78 to repair the roof at Headquarters. 50k motion carried.**

New Business:

Commissioner Sammons:

1. When Central Hudson installed new gas meter at Sta #1, they found an issue with the upstairs furnace and shut it down until it could be inspected and repaired. Commissioner Sammons would like to have it checked and repaired. **A motion was made by Commissioner Sammons, 2nd Commissioner Brechter to have Lowe Plumbing inspect Sta #1 upstairs heater and quote to repair. 50k motion carried.** Commissioner Sammons will speak with Lowe.

Treasurer Trojak:

1. There is only one signature on Treasurer and Secretary's payroll check as they can't sign their own check.
2. Treasurer updated the board on the anticipated bond for construction of the firehouse. The bond will be for 29 years with an anticipated payment in 2024 of \$399,077.78. Treasurer and Secretary will work with Financial Advisor on setting up all paperwork however board will want to keep in mind the coming payments when making the budget for 2024.
3. A couple budget transfers will need to be made and the Treasurer will have available for the second December meeting if there is one otherwise it will be made at the January meeting. Treasurer is looking at approx. \$40,000 left over at end of year for budget. There is a bill for Starr Uniform in amount of \$1,770.60 and Fire End for \$10,956.00 which can be paid from 2022 budget upon items being received. Secretary noted that 10 additional SCBA cylinders will need to be purchased in 2023 as the cylinders will not be able to be hydro tested and are at end of life. The district had been rotating cylinders out however there were none purchased in 2021 requiring double to be purchased for next year. As there is no expected use of fire equipment funds in near future and account has a balance of almost 100k, he recommended the \$15,000 allocated for fire equipment reserve instead be used for cylinder purchase and related items. **A motion was made by Commissioner Sammons, 2nd Commissioner Brechter to use money budgeted for 2022 Fire Equipment Reserve in amount of \$15,000 be moved to the 2023 budget and used for SCBA Cylinder and related purchases in 2023. 5ok motion carried. A motion was made by Commissioner Mains, 2nd Commissioner Sammons to use the remaining monies in 2022 District Budget to pay Starr Uniform in amount of \$1,770.60 for uniforms and Fire End in amount of \$10,956.00 for turnout gear upon delivery. After payment of two bills, balance of 2022 money shall be split evenly between apparatus reserve and LOSAP Investment Account. 5ok motion carried.**

Secretary Dauner

1. **A motion was made by Commissioner Brechter, 2nd Commissioner Mains to appoint Ross Singer as an active member of the Port Ewen Fire Department under probation. 5ok motion carried.**
2. **A motion was made by Commissioner Brechter, 2nd Commissioner Mains to appoint Angela Smith as an active member of the Port Ewen Fire Department under probation. 5ok motion carried.**
3. Secretary advised that the copier in the Chiefs office was recently repaired however is at end of life and is now no longer working properly. He received a quote to replace with a new Kyocera which will have Bluetooth capability and can air print from phones. This new copier can be used at the new firehouse. After discussion, **a motion was made by Commissioner Brechter, 2nd Commissioner Mains to purchase a Kyocera Printer for \$639.99 with a 1-year warranty. 5ok motion carried.** Board asked to look into whether a trade in can be given.
4. There are several members who need to obtain the sexual harassment training in 2022. Secretary has sent out I am Responding messages to the individuals advising they need to complete training and set them up for training thru VFISU if they so desire. The board will be advised at January meeting of those not completing training so that suspension

letters can go out if the board so desires. Secretary asked for clarification from the board on two members who were suspended in January for not having training in 2021. The two members in question have not responded and he asked how the board wished to address. During discussion, it was mentioned that the members should be dropped as they have not complied with the requirements of state training. Currently one member was an active member who is also a life member and has ceased his active status by not having a physical. The district's previous attorney stated that non active life members were exempt. Upon discussion the board asked that Hannigan Law Firm be updated with the matter and asked for an opinion on how to deal with the matter.

Chief's Report:

1. Inquired whether there were any bills received for the recent search detail? Treasurer stated none were received.
2. Chief suggested the board look into a way of approving members immediately after the department vote and not waiting until the following month. Secretary Dauner stated that the reason why the prospective member has to wait until the next meeting to have vote on appointment was directed by legal counsel as the old way of signing off on appointment letter outside of meeting was not legal. Secretary will ask the district's attorney for options to speed up the process or if this is the only option.
3. Demo will be made of house at new firehouse property. The committee and Delaware Engineering are finalizing design of firehouse. Several committee members made a visit to Wallkill and New Paltz stations for a walk thru.
4. There was a PDAA involving the ladder truck which was parked. There was no damage to the truck and a report was made with UC Sheriff.

From the Floor:

1. None

A motion was made by Commissioner Brechter, 2nd Commissioner McNamara to have beer and wine at the Department Christmas Party on Saturday December 17th, 2022 at Headquarters. 5ok motion carried.

Secretary Dauner advised that the District /Department Banquet will be held on Saturday January 28th, 2023 at Chateau from 6:00pm to 10:00pm. A check was sent to Chateau for deposit from the district.

A motion was made by Commissioner Brechter, 2nd Commissioner Mains to enter into executive session to discuss recent communication from the district's legal counsel pertaining to the firehouse project as well as ongoing litigation in Halpin vs. Port Ewen Fire District. 5ok motion carried. Clark Mains was asked to attend the portion involving the firehouse project.

A motion was made by Commissioner Mains, 2nd Commissioner Sammons to return from executive session. 50k motion carried. Meeting regarding Halpin was informational only no motions were made.

A motion was made by Commissioner McNamara, 2nd Commissioner Boughton that the board resolves to approve the balancing test analysis for Monroe County pursuant to the Port Ewen Fire District subject to approval and modification by the district's attorney. 50k motion carried.

Motion to adjourn made at 21:34 by Commissioner Boughton, 2nd by Commissioner Brechter. 50k Motion Carried.

Respectfully Submitted,

Mike Dauner
District Secretary

Attachments:

1. Treasurer Report
2. Quote for Sta #1 Printer
3. Quote for Headquarters roof repair
4. Demolition paperwork for house at 288 Broadway
5. Correspondence from Attorneys regarding Planning Board and Firehouse Project