

## Port Ewen Fire Commissioners Meeting

Date: March 1<sup>st</sup>, 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> 4yr Gregg Pugliese	Asst. Roger Brandt	_____
<u>X</u> 3yr William McNamara	<u>X</u> Asst. A.E. Stokes	_____
<u>X</u> 2yr David Brechter	Asst. Mike Lange	_____
<u>X</u> 1yr Joseph Mains		_____
<u>X</u> Sec'y Mike Dauner		_____
<u>X</u> Treas. Wendy Trojak		_____

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

*Commissioner Boughton arrived later in meeting; motions /resolutions passed prior to that were for four Commissioners.*

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

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

1. Treasurer Trojak advised that the tax check from the town was received in the amount of \$515,475.00.
2. A check in amount of \$2,660.00 was received from the department for reimbursement on 2022 banquet expenses. The check was deposited.
3. Treasurer Trojak advised the transfer to Apparatus reserve was completed. We now have \$743,144.23 in the Apparatus Reserve account for a new engine.
4. Treasurer Trojak will be out for the next couple weeks however should be at the next meeting. She stated she will be on vacation from April 12<sup>th</sup> to 19<sup>th</sup>.

### **Correspondence/Communications:**

Secretary Dauner:

1. A letter was received from Commissioner Gregg Pugliese advising he is living out of the district temporarily while he looks for housing within the district.
2. Marshall & Sterling sent correspondence on the suggested insurance changes brought up at the last meeting. Letter was emailed to members of the board.
3. LOSAP Tabulator Clark Mains provided an updated 2021 LOSAP Tabulation Report, the old one will be disposed.

4. 2022 Sutphen Aerial contract was received and returned with signature.
5. Kingston Fire Equipment Bi-Annual Fire Suppression System Report for Headquarters Hood System was received.
6. AFDSNY Proposed By-law amendments were received and forwarded to the Commissioners.
7. Marshall & Sterling provided their annual insurance disclosure statement.
8. 2022 Cancer Coverage Policy was received. Secretary has asked Chairman Mains to sign paperwork certifying exterior firefighters added to coverage this year.
9. Orrick (Bond Counsel) submitted their legal opinion on the BAN, he forwarded to Bank of Greene County as requested by bond counsel.
10. AFDSNY Leadership Summit information was provided to Commissioners.

### **Unfinished Business:**

Commissioner McNamara:

1. Presented to the board the proposed Custodian Job Description for the board to review. Commissioner Brechter noted he would like to see it specified that the custodian will make themselves available to meet contractors for work to be performed as well as include general maintenance such as replacing light bulbs, batteries in smoke detectors, etc. The board will review the job description for further action at the next board meeting.

Commissioner Mains:

1. Pestmasters came and installed traps at Headquarters.
2. Mike Parr installed tool bracket on Rescue 1.
3. Commissioner Mains will be speaking with Spectrum on the phone /internet issue.

Secretary Dauner:

1. Secretary Dauner spoke with Connelly Fire District regarding the district boundary map created by Delaware Engineering and noting several discrepancies. The Secretary provided necessary information to Connelly for their review and will set up a meeting at a later date to resolve issues. Secretary gave a brief overview to the board of the issues raised.
2. Secretary Dauner spoke with Attorney Terry Hannigan regarding the new firehouse property and the closing on the property. Attorney Hannigan advised that he and the sellers attorney are in agreement to terms which include a utility easement along the road to be developed as well as a construction easement at the end of the road adjoining the sellers other parcel which they wish to develop in the future. Three resolutions were presented to the board for their consideration to move forward with the purchase of the property. **A motion was made by Commissioner Brechter, 2<sup>nd</sup> Commissioner Pugliese to authorize the District Secretary and Chairman of Board of Fire Commissioners to sign all documents pertaining to the closing on the property located at 288 Broadway Ulster Park, NY 12487 for. 40k motion carried. A motion was made by Commissioner Mains, 2<sup>nd</sup> Commissioner Brechter to authorize the Treasurer and /or Deputy Treasurer to issue payment to JEP Corporation in amount of \$70,000 plus any closing costs incurred in sale of property. 40k motion**

**carried. A deposit in amount of \$7,000 (ck#1732 12/4/2019) was previously made to seller's attorney Vincent J. Catalano with the balance for the sale remaining at \$63,000. A motion was made by Commissioner Brechter, 2<sup>nd</sup> Commissioner Pugliese to authorize transfer of property at 288 Broadway Ulster Park, NY 12487 to the district subject to district's attorneys' approval. 4ok motion carried.**

Secretary Dauner stated that he would make himself available for the closing and that it was hoped to be completed within the next two weeks.

Board at this time addressed the status of the Chevy Trailblazer Assistant Chief vehicle. Commissioner McNamara stated that the vehicle was brought to First Place and the cost to repair everything wrong with the vehicle was in excess of \$3,500. Commissioner McNamara felt that the vehicle should not be fixed and it was time to dispose of the vehicle. A discussion followed on the matter regarding how to dispose and a suggestion was made to utilize for training drills. Secretary Dauner stated the vehicle could be disposed as surplus with a simple motion and Attorney Hannigan recommended using Auctions International to sell. The Secretary stated that the Town had much success with selling surplus vehicles and it streamlined the process. **A motion was made by Commissioner McNamara, 2<sup>nd</sup> Commissioner Mains that the district deems the 2006 Chevy Trailblazer Assistant Chief vehicle surplus and it is no longer necessary for any of its uses or purposes. Therefore, pursuant to Town Law §176 (23), the Board of Fire Commissioners authorizes sale of the 2006 Chevy Trailblazer through Auctions International under sealed bid. 4ok motion carried.** Radios will be removed and the lettering will be removed from the vehicle. All other equipment including the plow will be retained on the vehicle. Secretary Dauner will work with Commissioner McNamara on coordinating the sale.

### **New Business:**

Commissioner Mains:

1. Commissioner Mains advised that the County Battalion Commander reached out to him and provided a copy of the recent Mutual Aid Plan which required the district's signature. Commissioner Mains provided the board with the plan for their review and the board had no objection to him signing the plan as the Chairman and returning.
2. Commissioner Mains stated that Allen E. Stokes wished to apply for the Custodian position upon Mickey Lane retiring. It was stated that the new position would be the custodian for all three buildings and that the Board would interview a candidate. Al was asked to submit his application at that time.
3. There was a minor accident involving the ladder today damaging the mirror. Commissioner Mains asked whether the board wished to pursue an insurance claim or pay out of pocket. Discussion followed on the matter and where a mirror can be obtained. Commissioner Mains stated motor pool Chief will reach out to Hopewell Fire to find out pricing on replacement. Chief Mains stated the glass could be replaced by a glass company. The Board asked that Secretary Dauner notify the insurance company of the accident just for informational purposes.

Secretary Dauner:

1. With recent legislation on the State level, the board is now required to post minutes on the district website once they are approved. He will ask Roger Brandt moving forward to post accepted minutes to the Commissioner tab of the PEFD website the district maintains. At the recommendation of the district's attorney, the Secretary is now sending out minutes before the meeting with a draft watermark and once they are approved, he will resend.

### **Chief's Report:**

1. Hopewell Fire replaced the driver side on-spot chain on Engine 2.
2. Chief Mains inquired what the board's intention is on going out to bid for a new Engine 1? There may be questions on what manufacturer the Board wants however the Spec created by the committee has not changed and he would like to see the spec go out for companies to bid on. Secretary Dauner stated that including the money budgeted for the reserve fund this year, the district has \$793,000+ for a new Engine. After discussion on the matter, **a motion was made by Commissioner McNamara, 2<sup>nd</sup> Commissioner Brechter to obtain sealed bids on a new 2000 GPM Engine. Bid notice will be placed requesting sealed bids with a bid opening date to be held on Tuesday May 3<sup>rd</sup>, 2022 7:30pm at District Headquarters. 4ok motion carried.** Chief Mains and Secretary Dauner will have specs available for all who wish to bid.

At this time Commissioner Boughton entered the meeting.

- Commissioner Boughton advised that the lights were up and running on timers at Headquarters parking lot. The electrician still needs to look at the flag pole light on Sta #1.
- Commissioner Boughton addressed the issue of salting parking lots and sidewalks and asked if it is done in house? Chief Mains stated that typically he and Skip Lyons do salt when they plow however at times it needs to be kept up on. Chief Mains stated that there is salt at each building and if members see a problem, they should address it by salting /shoveling. Commissioner Boughton stated he will speak with Highway Superintendent Mike Cafaldo and see if that during bad storms crews might be able to take a pass-through parking lot with salt spreaders.

### **From the Floor:**

- None

Motion to adjourn made at 20:32 by Commissioner Brechter, 2nd by Commissioner Pugliese.  
5ok Motion Carried.

Respectfully Submitted,

Mike Dauner  
District Secretary

Attachments:

1. Treasurer Report
2. Orrick Invoice and legal opinion on Bond Anticipation Note
3. Correspondence Commissioner Gregg Pugliese temporary address change 03012022
4. 2021 LOSAP Tabulation Report (updated 03012022)
5. Correspondence Marshall & Sterling on insurance proposals 02112022
6. 2022 Sutphen Aerial Service Contract
7. Fire Suppression System Report for Headquarters hood unit 02/2022
8. Marshall & Sterling Annual Insurance Disclosure Statement
9. 2022 Cancer Coverage Insurance Policy