

Port Ewen Fire Commissioners Meeting

Date: April 5th, 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> </u> 4yr Gregg Pugliese	<u>X</u> Asst. Roger Brandt	<u>R. Naccarato / Frank Banks</u>
<u>X</u> 3yr William McNamara	<u> </u> Asst. A.E. Stokes	<u>T. Halpin /J. Lamb</u>
<u>X</u> 2yr David Brechter	<u>X</u> Asst. Mike Lange	<u>J. Langan /K. Langan</u>
<u>X</u> 1yr Joseph Mains		<u>B. Emberson /G. Banks</u>
<u>X</u> Sec’y Mike Dauner		<u>Gerald Maxwell – Hudson Valley Fire Equip.</u>
<u>X</u> Treas. Wendy Trojak		<u>Santo Curro – Hudson Valley Fire Equip.</u>

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

At this time Gerald Maxwell and Santo Curro of Hudson Valley Fire Equipment representing Seagrave Fire Apparatus gave a presentation on Seagrave Apparatus to the board and those in attendance. Mr. Maxwell presented a brief overview of the Seagrave Pumper and Marauder Chassis and their construction characteristics as well as safety record. Commissioner Boughton inquired as to service and warranty provided. Mr. Maxwell and Mr. Curro stated that Seagrave will perform roadside (on-site at firehouse) service however they preferred to perform annual PM service at the factory. The warranty for frame rails and crossmembers as well as the water tank is lifetime while the chassis and body are 15 years. Mr. Maxwell stated when asked by the board, that what used to be 6-8 months to take delivery on an apparatus, they are now looking at 500 days with all manufacturers dealing with supply chain issues. Commissioner Boughton inquired of HGAC purchasing to which Mr. Maxwell stated that design of apparatus would take 6-8 months to prepare for buildout at which time purchasing could then be done thru HGAC. There are two ways to purchase apparatus, the typical bid process which requires competitive bidding on a standard spec and HGAC contract which is a purchasing consortium. Mr. Maxwell gave an overview of the merits of HGAC and stated most departments purchase through HGAC today. Seagrave gives a window sticker on their apparatus where a department gets a breakdown on their cost of apparatus line by line while their competitors give one total amount of cost. He advised that neighboring departments use HGAC where price is discussed during design phase prior to purchase as opposed to bidding where price is given after bid opening. It was stated that some districts will use municipal leasing to purchase apparatus where you can pay your lease as an operating expense as opposed to bonding or paying in full in cash. Mr. Maxwell and Mr. Curro stated they would be available and willing to sit down and discuss with the apparatus committee and board members spec’ing a new apparatus should the board wish. The board thanked them for their presentation and their time.

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

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

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

1. A check for \$8,048 was received to reimburse for a double payment on the critical incident insurance.
2. On February 3rd, 2023 the district will owe interest and payment on the Bond Anticipation Note for the Firehouse Project. This will be paid off with the Bond which will be obtained just prior.
3. Treasurer Trojak advised she will be on vacation April 10th – 19th.

Correspondence/Communications:

Secretary Dauner:

1. Jeanne Sammons submitted a request to rent Headquarters Hall on April 22nd, 2022 and provided a check for \$100. After discussion, a motion was made by Commissioner Boughton, 2nd Commissioner Mains authorizing Jeanne Sammons to use Headquarters Hall on April 22nd, 2022 and upon conclusion of event and hall being left clean, the check she provided in amount of \$100 will be returned to her. 4ok motion carried.
2. Roger Boughton provided his Certificate of Completion for Commissioner Training.
3. Secretary was in receipt of draft easement and contract amendment for the firehouse property.
4. Received Engagement Letter for three building appraisals from Ackerly & Hubbell Appraisal Corp. and he signed and delivered to them. The price for three appraisals will be \$3,600.

Unfinished Business:

Commissioner Boughton:

1. Inquired on the status of the building on the firehouse property. Secretary Dauner stated he spoke with the Attorney Hannigan who advised that the title company is working on the matter and the closing is imminent. Secretary Dauner spoke with Delaware Engineering to engage the services of an inspector and begin process to prepare bids, etc. to demo the building. With the closing in the next couple weeks, he asked Delaware Engineering to schedule the inspector once closing is complete. Secretary Dauner observed that the building is unsecure of which he forwarded information to the attorney. Steps are being taken that once the building is owned by the district it will be secured with plywood until it can be demolished. Secretary Dauner gave a brief overview again of the easement and contract amendments, he stated the cost of the property to the district has not changed.
2. Inquired on Truck 1 mirror damage, he understood it was to be glass replacement only. Assistant Chief Lange stated that the glass as well as the housing had to be replaced.

Commissioner McNamara:

1. Commissioner McNamara addressed the custodian position created at the last meeting. He advised that Commissioner Mains spoke with current Headquarters Custodian Mike Miller who stated he was not interested in being appointed to the new Custodian position. Commissioner Mains suggested to bring up to the membership at the department meeting to solicit interest and after waiting a week or so if no interest, an ad will be placed in the paper. Commissioner Boughton asked whether Mike Miller was asked prior to the last meeting and Commissioner Mains and McNamara stated he was told of the intent to consolidate positions at which time Mike stated he was interested dependent on the job description and salary. He is now no longer interested. It was addressed that this is an employee position getting a W-2 and is covered under worker's compensation. Commissioner Mains will be the point of contact for those interested in the position.

Commissioner Mains:

1. Pestmasters came to retreat Headquarters.
2. Commissioner Mains reached out to camera contractor regarding requirements for Wi-Fi connection thru Spectrum.

Secretary Dauner:

1. Chevy Trailblazer sold at auction for \$4,850 through Auctions International. Once Secretary receives word payment was made the title will be turned over and the check will be forwarded to the district.
2. Secretary stated that the Public Officers Bond should be increased to \$2 million to cover all funds in bank accounts. He will seek clarification on whether the LOSAP Fixed Assets need to be covered. **A motion was made by Commissioner Mains, 2nd Commissioner Brechter to increase the Public Officers Bond covering District Treasurer and Secretary to \$2 million and cover LOSAP fixed assets in full if so required. 4ok motion carried.** Secretary stated he will remove the Chevy Trailblazer from insurance once title is turned over and he will have new firehouse property added.

New Business:

1. None

Chief's Report:

1. Addressed the presentation from Seagrave. Chief Mains stated that Seagrave makes a nice truck however personally he feels it is overpriced. They are not the only single source manufacturer and the other big manufacturers have their own service. He has seen a Seagrave apparatus from Syracuse which is 10 years old at Premier being refurbished rusted out. Seagrave stated they will write a bid based on a spec not of their own however they will not do so. He stated salesman are salesman. Rifton previously purchased a Seagrave and are now buying a pumper /tanker not through Seagrave.

From the Floor:

Kathy Langan:

1. Requested permission from the board to host a blood drive through the American Red Cross on July 29th. She stated this would be good promotion for the town and fire department and is a worthwhile cause. **A motion was made by Commissioner Mains, 2nd Commissioner McNamara authorizing the American Red Cross to hold a blood drive at Headquarters on July 29th, 2022.** Jim Langan will provide access to the building for the event. 4ok motion carried.

Ron Naccarato:

1. LOSAP Administrator Naccarato passed out the annual LOSAP summary to the board members and gave a brief overview. He stated COVID is still preventing qualified members from attending or passing. LOSAP has shown to be a retention not a recruitment tool.

Mike Lange:

1. Fuel filter on pick up truck needs to be replaced and Assistant Chief Lange inquired where the board wished the truck to be taken to for repair. **A motion was made by Commissioner McNamara, 2nd Commissioner Mains to take utility pick up to First Place Tire & Auto to replace fuel filter.** 4ok motion carried.

Motion to adjourn made at 21:18 by Commissioner Boughton, 2nd by Commissioner McNamara. 4ok Motion Carried.

Respectfully Submitted,

Mike Dauner
District Secretary

Attachments:

1. Treasurer Report
2. District Custodian Job Description – Adopted March 2022
3. LOSAP Annual Yearly Summary Report ending March 31st, 2022
4. Engagement Letter Ackerly & Hubbell Appraisal Corp. – Signed
5. Roger Boughton Commissioner Training Certificate – *placed in personnel file*
6. Jeanne Sammons Hall Rental Request – April 22 2022