

Port Ewen Fire Commissioners Meeting

Date: September 3rd, 2024

Location: Port Ewen Fire Department Headquarters

Roll Call (X = Present)

5yr Michelle Spinnenweber
 4yr Scott Sammons
 3yr Roger Boughton
 2yr Shannon Harris
 1yr William McNamara
 Sec'y Mike Dauner
 Treas. Wendy Trojak

Chief Clark R. Mains
 Asst. Mike Lange
 Asst. Joseph Mains
 Asst. Frank White Jr.

Pledge to the Flag

Meeting was called to order by: Commissioner Sammons at 20:00 hours.

Minutes: Additions/Corrections to the previous month's meeting(s): None. Motion to accept minutes was made by Commissioner Harris 2nd by Commissioner Spinnenweber. 3ok motion carried.

Treasurer's Report – Treasurer's report read by Treasurer Trojak. Motion to accept Treasurer's report was made by Commissioner Sammons, 2nd Commissioner Harris. 3ok motion carried.

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

- Presented board with a copy of the final proposed 2025 Budget for review and adoption. Commissioner Spinnenweber mentioned nothing was put in budget for exhaust system and should be addressed, numbers were provided. Commissioner Sammons mentioned that there are monies in the capital reserve fund which can be used.
- Budget transfers were presented for board to review.
- Treasurer Trojak stated she will be attending upcoming AFDSNY conference and submitted for conference and lodging.
- **A motion was made by Commissioner Spinnenweber, 2nd Commissioner Harris to adopt the following September 2024 Budget Transfers. 3ok motion carried.**

Port Ewen Fire District 2024 Budget Transfers – 2nd Set.

**Budget Line #62110 Accounting Fees is over \$374.00. Transfer \$375.00 from Line #62840-B: E48-20 Repair Expense to Line #62110 Accounting Fees.
New Budget Line #62110 Accounting Fees is \$9,000.00 + \$375.00 = \$9,375.00.
New Budget Line #62840-B: E48-20 Repair Expense is \$5,000.00 - \$375.00 = \$4,625.00.**

Budget Line #62840-S: Sanford/Trailer Expense is over \$440.00. Transfer \$450.00 from Line #62840-B: E48-20 Repair Expense to Line #62840-S: Sanford/Trailer Expense.

**New Budget Line #62840-S: Sanford/Trailer Expense is $\$0.00 + \$450.00 = \$450.00$.
New Budget Line #62840-B: E48-20 Repair Expense is $\$4,625.00 - \$450.00 = \$4,175.00$.**

Budget Line #62863 Bond Principal is over \$250,000.00. Transfer \$250,000.00 from Line #62862 Bond Interest to Line #62863 Bond Principal.

**New Budget Line #62863 Bond Principal is $\$10,000.00 + \$250,000.00 = \$260,000.00$.
New Budget Line #62862 Bond Interest is $\$368,229.03 - \$250,000.00 = \$118,229.03$.**

Budget Line #65001 Computer is over \$342.80. Transfer \$350.00 from Line #62840-B: E48-20 Repair Expense to Line #65001 Computer.

**New Budget Line #65001 Computer is $\$2,000.00 + \$350.00 = \$2,350.00$.
New Budget Line #62840-B: E48-20 Repair Expense is $\$4,175.00 - \$350.00 = \$3,825.00$.**

Budget Line #65000 Operations/Rehab Experiences – Other is over \$4,172.58. Transfer \$4,500.00 from Line #62860 District Headquarters Expenses to Line #65000 Operations/Rehab Experiences – Other.

**New Budget Line #65000 Operations/Rehab Experiences – Other is $\$3,475.00 + \$4,500.00 = \$7,975.00$.
New Budget Line #62860 District Headquarters Expenses is $\$17,000.00 - \$4,500.00 = \$12,500.00$.**

Budget Line #65120 Insurance – Liability, D and O – Other is over \$4,343.42. Transfer \$4,500.00 from Line #65126 Comp Insurance.

**New Budget Line #65120 Insurance – Liability, D and O – Other is $\$43,200.00 + \$4,500.00 = \$47,700.00$.
New Budget Line #65126 Comp Insurance is $\$31,800.00 - \$4,500.00 = \$27,300.00$.**

Budget Line #62857 New Firehouse Project is over \$28,331.50 because we never established a budget line specifically for this project.

Correspondence/Communications:

Commissioner Spinnenweber:

1. Insurance was removed from 1992 Beck.

Commissioner Sammons:

1. Received paint and carpet quotes to be addressed under unfinished business.

Secretary Dauner:

1. Received proposal from Brinnier & Larios for post construction survey work at the firehouse site – to be addressed under unfinished business.
2. Received packet from bond counsel to address tax anticipation note needed for 2025 bond payment – will be addressed under new business.
3. Received a quote from Carl Bell Plumbing & Heating for heater installation t Sta #2.
4. Received copy of correspondence from Chief Mains to the Planning Board addressing hydrant locations for Lighthouse Village.
5. Copy of Certificate of Liability Insurance for FB Property & Facility Maintenance.
6. Received correspondence from Ron Naccarato to board on LOSAP reorganization – copy provided to Commissioners’ previously.
7. Request for appointment of new member Alex Alonso – to be addressed under new business.
8. Fire Suppression Report for Headquarters hood unit received.
9. Communication from Auctions International received regarding sale of 1992 Beck – provided to commissioners.

Unfinished Business:

Commissioner Spinnenweber:

1. Inquired whether there was a contract for the new compressor /cascade system? Chief Mains advised there is a need for an electrician to install electric for the compressor /cascade and he is recommending Tiano Electric. He gave the electrician from Tiano the paperwork required to be filled out for MES so that the compressor can be built to electrical spec.

Commissioner Harris:

1. Commissioner Harris provided an update on the grants. She has been in contact with the grant writer and Hinchey’s office regarding the CREST grant. The prior contact for Hinchey’s office is no longer there and she needs to get commitment from their office that they are ok with the district starting the site prep work that the CREST grant is for. Without that support it will be impossible to contract with DASNY. There is a call Thursday to discuss further. The grant writer has spent two hours on the grant work including Assemblyperson Shrestha grant. Commissioner Harris stated the grant writer has stated it will take 10-12 hrs. to complete the work so an additional 10hrs is requested. **A motion was made by Commissioner Harris, 2nd Commissioner Spinnenweber authorizing an additional ten hours at \$100 per hour for Choice Words to complete grant paperwork. A line-item transfer from Headquarters expenses will be made to fund the expenditure. 3ok motion carried.**

Commissioner Sammons:

1. Commissioner Sammons gave an update on Sta #1 projects at this time. A third quote was received from Majestic Painting in amount of \$5,400.00 for painting Sta #1. Previous quotes were received from A&M for \$14,666.97 and from FB Property & Facility Maintenance in amount of \$4,195.00 however Frank rescinded his quote. After

discussion, **a motion was made by Commissioner Spinnenweber, 2nd Commissioner Harris to accept quote from Majestic Painting in amount of \$5,4000.00 with sole proprietor /prevailing wage paperwork and proof of insurance to be provided. 3ok motion carried.**

2. A second quote was received for Sta #1 second floor carpet in amount \$3,036.00 and \$415.00 to install from The Carpet Guy. A previous quote was received from Kingston Carpet in amount of \$4,428.00. Commissioner Spinnenweber provided a quote from Allen Bernadetto of 36 River Rd for \$3,469.00 installed. Commissioner Sammons stated Commissioner Boughton recommended The Carpet Guy. After discussion, **a motion was made by Commissioner Spinnenweber, 2nd Commissioner Harris to have Allen Bernadetto install carpet. 3ok motion carried.**
3. Commissioner Sammons addressed the firehouse project and the roadway construction. A change order has been completed to extend a section of the pipe chase for utilities. He reviewed a recent update provided by Delaware Engineering and Jack Spinnenweber Sr. reviewed the change orders to date. There is a dispute over additional fill needed and Delaware Engineering is addressing with Roehr. Roehr is firm on requesting \$16,000 for additional fill needed. Jack stated Roehr did bring in the fill however they should have known they would need it. If the engineer holds to \$6,000.00 on fill the project will be within contingency. Commissioner Sammons stated it does not have to be acted on tonight as Delaware is addressing however it will come up in the future. Commissioner Spinnenweber had a question on why the district is not top coating the road. It was explained that the board felt an unnecessary expense at this time and the district's attorney agreed.
4. Electrician completed installation of new main disconnect at Sta#1. Ron Naccarato inquired whether the piggy backed breaker was repaired for the fan in the headquarters kitchen. Scott asked if Ron could assist Commissioner Spinnenweber with showing the electrician Tiano Electric the problem so it can be rectified.

Secretary Dauner:

1. Brinnier & Larios has provided a proposal as requested by the board to perform a post construction survey of the roadway and firehouse property. The proposal was in the amount of \$4,000-5,000.00. Commissioner Harris requested a second proposal be obtained from John Heidecker; she will obtain.
2. Secretary Dauner presented a quote from Carl Bell Plumbing & Heating for a new heater for Sta #2. Last month it was addressed another quote was needed before action could be taken to install a new heater replacing two previous heaters which were no longer operational. The quotes were: 1. Carl Bell Plumbing & Heating: \$9,100.00, 2. Lowe Plumbing: \$9,370.00, and 3. A&R Mechanical: \$6,800.00. It was noted that A& R Mechanical did not comply as it was not prevailing wage and they could not perform prevailing wage as required. After discussion by the board, **a motion was made by Commissioner Spinnenweber, 2nd Commissioner Harris to accept quote in amount of \$9,370.00 from Lowe Plumbing to install new heater in Sta #2. 3ok motion carried.** Secretary Dauner will notify Lowe Plumbing tomorrow to start job.

New Business:

Commissioner Sammons:

1. Commissioner Sammons addressed issues with Sutphen ladder which need to be repaired. Chief Mains reviewed with board who inspects and performs work. The Board was in favor of Chief and Motor Pool Chief to have problems repaired.

Secretary Dauner:

1. Secretary Dauner asked for clarification on whether the LOSAP Administrator position would need a formal RFP or if it was going to be addressed in house. Commissioner Sammons stated it should be revisited next month.
2. Secretary Dauner presented a resolution adopting a tax anticipation note for the 2025 bond payment which is required to be deposited before the tax check was received. Discussion followed on the matter at which time the resolution was addressed by the board.

44363-2-701

TAX ANTICIPATION NOTE RESOLUTION

At a regular meeting of the Board of Fire Commissioners of the Port Ewen Fire District in the Town of Esopus, Ulster County, held at the Port Ewen Fire District Headquarters 129 Legion Court, in Port Ewen, New York, in said Fire District, on September 3rd, 2024, at eight o'clock P.M., Prevailing Time.

The meeting was called to order by Chairman Sammons, and upon roll being called, the following were

PRESENT:

**Commissioner Sammons
Commissioner Spinnenweber
Commissioner Harris
Treasurer Trojak
Secretary Dauner**

ABSENT:

**Commissioner McNamara
Commissioner Boughton**

The following resolution was offered by Commissioner Harris, who moved its adoption, seconded by Commissioner Spinnenweber, to-wit:

**TAX ANTICIPATION NOTE RESOLUTION DATED SEPTEMBER 3rd, 2024.
A RESOLUTION DELEGATING TO THE FIRE DISTRICT TREASURER OF
THE PORT EWEN FIRE DISTRICT IN THE TOWN OF ESOPUS, ULSTER
COUNTY, NEW YORK, THE POWER TO AUTHORIZE THE ISSUANCE OF
AND TO SELL \$160,000.00 TAX ANTICIPATION NOTES OF SAID FIRE
DISTRICT IN ANTICIPATION OF THE COLLECTION OF TAXES LEVIED
OR TO BE LEVIED FOR THE FISCAL YEAR OF SAID FIRE DISTRICT
COMMENCING JANUARY 1, 2025.**

BE IT RESOLVED, by the Board of Fire Commissioners of the Port Ewen Fire District in the Town of Esopus, Ulster County, New York, as follows:

Section 1. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell \$160,000.00 tax anticipation notes of the Port Ewen Fire District in the Town of Esopus, Ulster County, New York, including renewals thereof, in anticipation of the collection of taxes levied or to be levied for the fiscal year of said Fire District commencing January 1, 2025, is hereby delegated to the Fire District Treasurer of the Port Ewen Fire District. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Fire District Treasurer of the Port Ewen Fire District, consistent with the provisions of the Local Finance Law.

Section 2. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Commissioner Sammons VOTING Aye

Commissioner Spinnenweber VOTING Aye

Commissioner Harris VOTING Aye

Commissioner McNamara VOTING Absent

Commissioner Boughton VOTING Absent

The resolution was thereupon declared duly adopted.

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- 3. A motion was made by Commissioner Sammons, 2nd Commissioner Harris to appoint Alex Alonso as a probationary firefighter. 3ok motion carried.**
4. Secretary Dauner addressed the upcoming election and conversation earlier this year regarding extended hours and potential for absentee ballots. He stated that the election is required to be held on the 2nd Tuesday of December and he is unaware of any other districts in the county or elsewhere who hold their election for a longer duration than the 6:00pm to 9:00pm required by law. It was also addressed that there are no districts in the state who conduct absentee ballots and that it is a heavy financial burden on districts should they resolve to conduct absentee ballots. The district's attorney has recommended the district not adopt a resolution to have absentee ballots due to this. Commissioner Spinnenweber stated she felt the hours should be extended and Commissioner Harris supported that as well. Commissioner Harris stated she would support investigated having absentee ballots and what it would entail as well as the long-term impact. This should be looked at for the next meeting however felt the extended hours can be addressed now. Secretary Dauner stated he will reach out to the past Board of Electors and whether they are willing to serve extended hours. It was discussed whether to open polls at 3:00pm or 4:00pm and Commissioner Harris stated the hours should be 3:00pm to 9:00pm. Secretary Dauner stated he has persons in reserve interested as well and will have a recommendation of a Board of Electors to be appointed for the next meeting. After discussion he will also have further information and a recommendation from the attorney on absentee ballots for next meeting. The board in attendance was in agreement to hold the hours of the election from 3:00pm to 9:00pm.

Commissioner Spinnenweber addressed the need to know when Chief's are out of service and who the Chief in charge is who has the vehicle etc. It was mentioned that typically this can change frequently however most chiefs utilize the I am Responding app and indicate on it whether they are in service or out of service.

Treasurer Trojak indicated that there are several bills which will need a third signature for payment.

Commissioner Sammons advised that he and Treasurer Trojak will have the Secretary's district credit card with them at the upcoming AFDSNY conference for incidental purchases. The board had no objection.

Permission for Headquarters Hall Usage:

1. The Ladies Auxiliary is requesting to use the headquarters hall on September 19th as well to start set up for the penny social early. Commissioner Sammons had no objection however stated the Ladies Auxiliary had it for several days already and if someone wished to rent the hall that day it should be granted to them.

Chief's Report:

1. Chief clarified that Engine 2's tire was returned for credit however the rim is still here and can be utilized when the time comes new tires are installed.
2. The American Legion's Flag Day observance will be at the town hall on September 18th.
3. Chief inquired whether the board would authorize beer to be served at the dedication for the new Engine 1. The board was not in favor as a majority. He asked whether the district would pay for refreshments hot dogs and soda. The board said that was fine and could come from rehab expenses.
4. Chief Mains asked whether the district would pay for the American flags on apparatus as previously approved. The board stated they extended the approval for the flags on apparatus and that the department should be asked to purchase.
5. MISTRAS has moved to Florida and Command Testing is a new company being utilized by Sutphen for third party testing of pumps and ladders. He inquired whether the board would be fine if he utilized Command Testing moving forward for testing ladders and the board had no objection.
6. 4 Gas meter on Rescue 2 has two sensors which are bad and Chief recommends replacing with a new meter at \$989.00 – Board had no objections.
7. Chief Mains addressed the need for gold leaf repair on Engine 2's side compartment door. He recommended that the gold leaf be installed rather than vinyl decals. Board advised to have gold leaf completed and Chief will ask contractor to look at the gold leaf on Sanford as well. Secretary mentioned that the Engine 2 gold leaf can be submitted to the insurance company as well.

Public Comment:

- None

Motion to adjourn made at 21:40 by Commissioner Harris, 2nd Commissioner Spinnenweber. 3ok Motion Carried. Motion was made to reopen the meeting by Commissioner Harris, 2nd Commissioner Spinnenweber 3ok motion carried.

A motion was made by Commissioner Sammons, 2nd Commissioner Harris to adopt the 2025 proposed budget as presented with total appropriations of \$864,831.25 and amount to be raised by real property taxes in amount of \$853,821.25. 3ok motion carried.

Motion to adjourn made at 21:43 by Commissioner Sammons, 2nd Commissioner Harris. 3ok motion carried.

Respectfully Submitted,

Mike Dauner
District Secretary

Attachments:

1. Treasurer Report
2. Proposed 2025 Fire District Budget
3. Correspondence from Chief Mains to Planning Board regarding fire hydrants at proposed Lighthouse Village development.
4. Certificate of Insurance for FB Property & Facility
5. LOSAP Reorganization correspondence from Ron Naccarato
6. Fire Suppression Report for Headquarters Hood Unit
7. Correspondence from Auctions International on 1992 Beck sale
8. Correspondence from Delaware Engineering on roadway construction
9. Correspondence to Ulster County Comptroller March Galagher regarding broadband internet access
10. Tax Anticipation Note Resolution paperwork for 2025 TAN