

*Union Vale Fire District Organizational Meeting
January 9, 2003*

Present – K. Andrews, R. Giuliani, J. Smith, C. Mina, T. Martell, E. Andrews, C. Speidell & 28 from the public.

Meeting opened by Designated Temporary Commissioner K. Andrews at 7:34 pm

T. Martell affirmed that he has signed the Oath of Office.

Motion to appoint K. Andrews as Chairman by J. Smith; Second by R. Giuliani. Affirmed 5 – 0.

Legal Notice to Poughkeepsie Journal and Taconic Press affirmed.

E. Andrews appointed as Secretary. Oath of office form given for notarization.

Attorney William Young appointed. Affirmed that 3 Commissioners will agree before calling the attorney.

C. Speidell appointed as treasurer. Oath of office form given for notarization.

Motion to go to Executive Session by T. Martell; Second by R. Giuliani at 7:50pm.

- 1. 8:10pm – Chief & 2 Assist. Chiefs go into executive session. Job descriptions reviewed.*
- 2. 8:25pm – Chief in executive session.*
- 3. 8:30pm – Executive session continues with only Commissioners.*

Meeting reconvened at 8:32pm.

Motion to appoint the 3 Chief officers by C. Mina; Second by T. Martell. Request for Roll call vote. Affirmed unanimously. Hand written job descriptions were given to the Chiefs.

Bank of Millbrook – Designated Bank

Monthly Meetings – The fourth Thursday of each month; except for November and December when it will be the 3rd Friday.

Official Newspaper - Poughkeepsie Journal or Taconic Press as appropriate.

Board Policys – Motion by R. Giuliani; Second by C. Mina that SOG’s be approved as guideline for 2003. Affirmed 5 – 0.

Standing Committees

St. 1 – T. Martell

St. 2 – C. Mina

Motorized Equip – J. Smith & R. Giuliani

OSHA – All Commissioners & Chief

Check Review – C. Mina

Purchasing – R. Giuliani

Insurance – K. Andrews

Physicals – K. Andrews

Long Range Planning Committee – T. Martell, R. Giuliani, K. Andrews, C. Mina. T. Martell recommended committee and will chair it.

Motion to adjourn at 8:43 by R. Giuliani; Second by J. Smith.

Respectfully Submitted

Elizabeth Andrews

Secretary, Union Vale Fire District

Monday, January 20, 2003

Union Vale Fire District Minutes
January 23, 2003 - 7:45 pm

PRESENT: Ken Andrews, Rich Giuliani, , Tom Martell, Carlos Mina, Jim. Smith, Chief Dave Schmoke, Deputy Sec. Elfriede Tillman, Sec. Betty Andrews, Rescue Captain John Begley, F. C. Pres. Bill DeSoma & 19 from the public
MEETING OPENED by Chairman K. Andrews.

PLEDGE to THE FLAG

MOMENT of SILENCE for PAST COMMISSIONERS

AGENDA: Motion to approve agenda by J. Smith; Second by R. Giuliani
Affirmed 5-0

SECRETARY'S MINUTES: Motion to approved by R. Giuliani; Second by C. Mina. Affirmed 5 -0. Motion to approve minutes from reorganization meeting by R. Giuliani; Second by J. Smith. Affirmed 5-0.

FROM the PUBLIC:

FIRE COMPANY PRESIDENT'S REPORT-:

- New Member Letter - None
- House Use Requests - None
- Firematic Group is still being worked on
- Inspection Dinner – 2/01/03 at Mid County Rod & Gun Club
- A complete and current membership list is being worked on.

AMBULANCE REPORT:

John Begley read his written report.

1. Ambl. Report – Attached
2. Letter with update re: insurance claim for 11/11/02. No further treatment needed at this time.

TREASURER'S REPORT: Read by deputy Treasurer Elfriede Tillman.. . Motion to accept treasurer's report by J. Smith; Second by C. Mina. Affirmed 5-0

BILLS: Bills were signed and approved tonight by each commissioner for payment prior to the meeting. 1 additional bill was presented by the Fire Company for the 50th Anniversary Since it was received after the 12/27/02 meeting it was agreed that it would be held to be paid in March.

CORRESPONDENCE

- 2003 Assoc. of Fire Districts Annual Meeting – May 3rd – 7th. Motion to approve that all 5 Commissioners and the Treasurer attend with their spouses by R. Giuliani; Second by C. Mina. Affirmed 5-0.
- County Association Minutes – K. Andrews gave an overview.
- Capital District request for program ad for Spring Convention (5/3 – 5/7). Motion to support with an 1/8 page ad by C. Mina; Second by T. Martell. Affirmed 5 – 0. Loren Pinckney will e-mail secretary the UVFD logo.

- *Central Hudson letter to J. Smith responding that they are willing to work with us and Verizon on rerouting the existing cables that cross directly in front of the 9/11 Memorial Park. They will have their engineers and estimators check it out.*
- *Attorney Bill Young – Retainer Agreement with request for signature and \$750 fee in return envelope. Motion by R. Giuliani to sign contract; Second by C. Mina. Affirmed 5-0.*
- *Minutes of the Union Vale Planning Board Meeting of January 15, 2003.*

CHIEF'S REPORT

Chief D. Schmoke – written report

- *OSHA Class to be held in Millbrook – No date set.*
- *Safety Officer – None; Still looking for suitable person.*
- *Chiefs Convention – 6/12 – 6/14*
- *Request by Commissioners to do Ladder Test – all ladders in Firehouse need to be tested and serviced. Motion to declare the roof ladder at Station 2 be surplus by R. Giuliani; Second by T. Martell. Affirmed 5 – 0.*
- *Per directions given in October meeting, Commissioners requested that the Stations combination be changed.*
- *Station 2 Report Summary from Bill Griffin.*
- *Motion to send up to 10 active members to Montour training on 3/15 & 3/16.*
- *Live Burn Policy – R. Giuliani is working on bringing in an instructor for 3 hour class in April.*

STANDING COMMITTEES

St. 1 – (Rich) –

1. *Conference Room Door – Chief to put stainless steel on. Discussion re: security.*

St. 2 – (Jim)

1. *Generator doesn't start. Rich to get battery and charger.*

Motorized Equipment (J. Smith)

OSHA Compliance (J. Smith) – PESH

1. *Review programs at next workshop.*
2. *Request to put back up alarm on 67-61*
3. *Final written report received from PESCH*

Insurance – (K. Andrews) – VFBL for \$24,011 paid

Purchasing – R. Giuliani –

1. *Radio Reprogram – 2 bids*
2. *Motion to spend \$110 per radio and not to exceed \$ 50 per truck to relocate 12 radios by R. Giuliani; Second by C. Mina. Affirmed 5 – 0.*
3. *Chiefs' car tires were replaced after 40,000 miles. R. Giuliani had 3 bids.*
4. *Motion by R. Giuliani; Second by J. Smith to renew list of Preferred Suppliers to making it not necessary to get 3 bids from the following – Affirmed 5 – 0.*
 - *Tosse – for Tires*

- *Dutchess Overhead Doors*
 - *Precision Autobody*
 - *K & K Signs – Lettering*
 - *MES – Fire Extinguishers*
 - *Jim Terry – Truck Repair*
5. *Purchase Orders need to be a 3 part numbered system. Motion to set up purchase order system which costs \$25 per100 forms by R. Giuliani; Second by C. Mina. Affirmed 5 – 0. Details to be worked on by R. Giuliani & C. Speidell.*
6. *R. Giuliani to contract with Dutchess Overhead Doors re: Door Panels at Station 1.*

Physicals –No Report.

Fire Advisory –re: Sky Acres Airport; Discussion; Motion for R. Giuliani to send Letter to Planning Board thanking the Planning Board for their request for our input and letting them know

1. *that we want to be absolved of any damage caused to the property from the owner.*
2. *The owner would be responsible to any damage to our trucks caused by the non standard roads.*

Check Review – Okay.

OLD BUSINESS

1. *Blood & Alcohol – policy to be looked at during next workshop (www.AFD.org)*

NEW BUSINESS

1. *Inspections of Stations next week for safety and cleanliness. J. Smith, C. Mina & T. Martell to do both Stations.*

Executive Session for Personnel Issue at 10:25 pm.

Meeting reopened at 10:37 - Decision to speak to the individual re: the issue.

WORKSHOP planned for 2/13/03

ADJOURNED by motion of T. Martell; Second by C. Mina at 9:35 p.m. Affirmed 5-0.

Respectfully Submitted,

Elizabeth Andrews

Secretary, Union Vale Fire District Friday, February 14, 2003

Union Vale Fire District Minutes
February 27, 2003 - 7:30 pm

PRESENT: Ken Andrews, Rich Giuliani, Tom Martell, Carlos Mina, Jim. Smith, Chief Dave Schmoke, Treas. Cathy Speidell, Sec. Betty Andrews, Rescue Captain John Begley, F. C. Pres. Bill DeSoma & 18 from the public
MEETING OPENED by Chairman K. Andrews.

PLEDGE to THE FLAG

MOMENT of SILENCE for PAST COMMISSIONERS

AGENDA: Motion to approve agenda by C. Mina; Second by J. Smith.
Affirmed 5-0

SECRETARY'S MINUTES: Motion to approved by C. Mina; Second by J. Smith. Affirmed 5 -0.

FROM the PUBLIC:

Town Supervisor L. Hitsman stated that it is important to be sure that all fire exits are shoveled and not blocked with snow.

FIRE COMPANY PRESIDENT'S REPORT-:

- *Written Report from Pres. Bill DeSoma to be included with original minutes. This includes a copy of the letter to all New Candidates and a copy of letter for inactive members.*
- *House Use Requests – Motion to approve by R. Giuliani; Second by C. Mina. Affirmed 5 – 0.*
- *Other Requests on report to be discussed at the workshop.*
- *Firematic Group is still being worked on.*
- *A complete and current membership list is being worked on.*

AMBULANCE REPORT:

John Begley read his written report.

3. *Ambl. Report – Attached*
4. *Certificate of Ambulance Certification was received and copy given to District.*
5. *Resolution made by T. Martell; Second by R. Giuliani that John Begley would create a policy for Fire Department personnel in regard to the use of AED's. Affirmed 5 – 0.*
6. *Motion to pay for CPR/AED training for 22 members and for first aid training for 8 members by R. Giuliani; Second by J. Smith. Affirmed 5 – 0. Another class will be held in Millbrook soon.*

TREASURER'S REPORT: Read by Treasurer Cathy Speidell. Motion to accept treasurer's report by R. Giuliani; Second by J. Smith. Affirmed 5-0

BILLS: Bills were signed and approved tonight by each commissioner for payment prior to the meeting. Second request to Chief to verify street addresses for State Insurance Department for the Welfare Fund 2% money.

CORRESPONDENCE

- *Letter from Loren Pinckney – re: investigation for damage to Honda*

- *County Association Minutes*
- *Education Committee for State Association – Class on Traumatic Stress*
- *Insurance – VBL – Workman’s Comp / VFIS – Policy Disclosure*

Motion – *to write letter to Loren Pinckney to let him know that we are cooperating and expediting the investigation with the Sheriff’s office by R. Giuliani; Second by J. Smith. Affirmed 5 – 0.*

Motion – *to pay for up to three people to go to the Class on Traumatic Stress by R. Giuliani; Second by J. Smith. Affirmed 5 – 0. K. Andrews, John Begley, and possibly J. Smith to attend.*

CHIEF’S REPORT

Chief D. Schmoke – written report

- **Motion** *to table letter from Loren Pinckney in regard to Fire Police training until the chairman contacts our attorney by T. Martell; Second by R. Giuliani. Affirmed 4 – 1 (J. Smith – neg. vote)*
- *Discussion. There are 5 trained Fire Police out of 9 Fire Police.*
- *The Board requested that the Chief give them a list of classes and firematic classes completed by the Company Training officer.*
- *OSHA Training Classes –*
 - March 10th & 11th – Millbrook*
 - March 24th and 26th – Dover*
- *Discussion on FIT Testing and Pulm. Function test.*
- **Motion** *to purchase 2-draw file cabinet for chief for personnel records by R. Giuliani; Second by J. Smith. Affirmed 5 – 0.*
- **Software will be discussed after July**
- **Computer discussion for workshop.**

STANDING COMMITTEES

St. 1 – (Rich) –

St. 2 – (Jim)

Motorized Equipment (J. Smith)

OSHA Compliance (J. Smith) – PESH

- Review programs at next workshop.*
- Request to put back up alarm on 67-61*
- Final written report received from PESCH*
- Meeting on 3/12 at Station 1 – 7 p.m.*
- Report was sent to PESH explaining that we fixed the 2 violations.*

Insurance – (K. Andrews) – *Renewal is in.*

Purchasing – R. Giuliani –

- Purchase Orders - 3 part numbered voucher system. About ready.*
- Ice Machine for Station 2 - 3 Bids will be gotten*
- R. Giuliani to contract with Dutchess Overhead Doors re: Door Panels at Station 1.*

Physicals – *Continuing.*

Fire Advisory –*re: Sky Acres Airport; Letter sent to Planning Board – No report.*

Check Review – Okay.

Long Range Planning Committee – T. Martell – Written Report

OLD BUSINESS

*Associations – Mutual Aid Meeting/ Dinner – April 15th
County Meeting – March 25th at Fairview.*

Motion to allow the fire company to start a Firematic Group under the direction and administered by Bill DeSoma. Bill DeSoma is to choose 3 other people to help him administer the program and to bring the plan to the district to review.

NEW BUSINESS

- 2. Policy re: blood tests – Arlington F. D. Policy will be used and modified for our district.*
- 3. Uniden Radios – have been reprogrammed.*
- 4. Motion to put scan function with channel 15 into 30 pagers after getting 3 bids by R. Giuliani; Second by T. Martell. Affirmed 5 – 0.*
- 5. Motion to host NYS Fire Chief Live Burn Safety Class for Chiefs and Commissioners on March 19th given by Wally Morris at 7 pm by C. Mina; Second by T. Martell. Affirmed 5 – 0.*
- 6. Discussion re: the Fire Exits. They need to be cleared of snow.*

Executive Session for Personnel Matter with the Chief Motioned by T. Martell; Second by R. Giuliani at 9:55 pm.

Meeting reopened at 10:35 – No action.

WORKSHOP planned for 3/13/03

*ADJOURNED by motion of R. Giuliani; Second by J. Smith at 10:40 p.m.
Affirmed 5 - 0.*

Respectfully Submitted,

*Elizabeth Andrews
Secretary, Union Vale Fire District*

Thursday, March 13, 2003

Union Vale Fire District Minutes
March 27, 2003 - 7:30 pm

PRESENT: Ken Andrews, Rich Giuliani, Tom Martell, Carlos Mina, Jim. Smith, Chief Dave Schmoke, Treas. Cathy Speidell, Deputy Sec. Elfriede Tillman, Rescue Captain John Begley, F. C. Pres. Bill DeSoma & 18 from the public
MEETING OPENED by Chairman K. Andrews.

PLEDGE to THE FLAG

MOMENT of SILENCE for PAST COMMISSIONERS

AGENDA: Additions to Old Business – Station Inspections & Live Fire Training.

Additions to New Business – 2001 Funds discrepancy & 2003 Budget Transfer.

Motion to approve agenda J. Smith by Second by C. Mina. Affirmed 5-0

SECRETARY'S MINUTES: Motion to approved by C. Mina; Second by J. Smith. Affirmed 5 -0.

FROM the PUBLIC:

Dave Rugar – Thank you to the Fire Company and Rescue Squad for their assistance at His call last Friday.

FIRE COMPANY PRESIDENT'S REPORT-: Pres. Bill DeSoma

- Firematic Group – Committee – Bill DeSoma - Chairman, Orin Niles, John DelBene - Advisor, Lissette Hitsman - Treasurer; Annie (Corrina White Williams) - Advisor, Dave Schmoke. When the Youth get organized they will have their own election of officers.
- Letters will be sent to School Districts – Arlington, Millbrook & Dover to encourage students to get involved.
- Request by Bill DeSoma that the District pay the initial \$20 fee to Charter the Firematic Group and \$60 to register the committee and advisors.
- House Use Requests – None
- New Members - None
- Current membership list - 86 are active members and 25 are non district members. Letters have been sent to inactive members.
- Carlos suggested that permissions slips be signed by parents or guardian for youth under 18.
- **MOTION** made to start the Firematic Group “Post 67” and for the District to pay the \$20 Charter Fee and the \$60 Registration Fee for the Committee by R. Giuliani; Second by C. Mina; Affirmed 5 – 0.

AMBULANCE REPORT:

John Begley read his written report.

7. Ambl. Report – Attached

8. AED policy is based on Spackenkill School Policy Changes from R. Giuliani are incorporated. R. Giuliani suggested numbering the policy and making 100 copies for all the SOG books.

MOTION to accept the AED policy by C. Mina; Second by J. Smith; Affirmed 5 – 0.

9. **Legislative change coming per Senator Saland & P. Manning re: contracting for back up Ambulance Service.**
10. **Communication from Dale Plummer re: emergency response request in case of a National Disaster. Our 67 72 will be dispatched to Rombout if the need arises and is covered by our insurance if it is needed to leave the County, State or Country.**

TREASURER'S REPORT: Read by Treasurer Cathy Speidell. **Motion** to accept treasurer's report and to get assistance from the Comptroller in regard to the discrepancy in the 2001 Report by R. Giuliani; Second by J. Smith. Affirmed 5-0. R. Giuliani **Motioned** that new line item be added for "EMS New Equipment" in budget at 16,900; Second by C. Mina; Affirmed 5 – 0. Chief D. Schmoke affirmed that he verified the 2% Postal Zones and made corrections.

BILLS: Bills were signed and approved tonight by each commissioner for payment prior to the meeting.

CORRESPONDENCE

- **County Association Minutes – K. Andrews reviewed.**
- **Letter from Attorney clarifying Fire Police question.**
- **Fire Districts Proxy**
- **Insurance I.D. Cards (Ambulance, Hose Truck)**
- **FEMA Grant Program**
- **Work Place – Occupational Health Newsletter – put in officers mailboxes.**
- **Letter with new school layout.**
- **Dill's Best account information Letter**
- **Mutual Aid Dinner Invitation**
- **Royal Carting Service Agreement**
- **L.O.S.A.P.**
- **VFIS Class in Dover – request for \$60 to pay for food ordered. Motion to pay by T. Martell; Second by R. Giuliani. Affirmed 5 – 0.**

CHIEF'S REPORT

Chief D. Schmoke – written report

- **Discussed inventory and Insurance Coverage for both Stations.**
- **10 sets of Turn – out gear (including boots & helmets) and radios; Rich to get 3 bids. Some turn out gear will be returned by members who have resigned, but not all is in good condition.**
- **Radios – Discussion re: replacing old minitors with Vertex radios. Hopefully FEMA grant will help. The cost of the upgrades for channel 15 is \$102.**
- **Motion to purchase 10 sets of turn out gear by C. Mina; Second by J. Smith. Affirmed 5 – 0.**

- ***Motion to purchase 12 Vertex radios for best possible price not to exceed \$272 by T. Martell; Second by J. Smith; Affirmed 5 – 0.***
- ***7 Members attended the County Weekend and we only paid for 5. Dave to get another Voucher to Cathy for the other 2 people.***
- ***Back up alarm on 67-61 is done.***
- ***Dicussion with chief re: list of requests agreed to by the 3 Chiefs.***
- ***Chief still looking for 2 Draw locking file cabinet.***

STANDING COMMITTEES

St. 1 – (Tom) –

1. ***Dirt on floor/ Cracks on floor of truck room. At workshop to discuss finishing work and improvements at Station 1.***
2. ***To Talk to Brian Bovee, G. Wohlfart & Brian Bernard in regard to work in the back room.***
3. ***Fuel tank is peeling***

St. 2 – (Carlos)-

1. ***9/11 Memorial – Committee to plan***
2. ***Fire Escape – rusting?***
3. ***New Lines of the truck room floor.***
4. ***Locks for upstairs Sliding doors***
5. ***Rich is still looking for Ice Machine Bids.***

Motorized Equipment (J. Smith) J. Terry was notified about the gage and lever on 67-12 and and the pump on 67-62.

OSHA Compliance (J. Smith) – PESH

9. ***Reviewed programs at workshop.***
10. ***Working on rough draft***
11. ***T. Martell is working on the exposure control & resp. plan.***

Check Review - Good

Insurance – (K. Andrews) – Coverage re: No Fault missing. Will be put back on.

Purchasing – R. Giuliani –

10. ***Lawn Mower – Bid is good for 2 years & was budgeted last year.***
11. ***Purchase Order System – Cathy to order 500 pre numbered.***
12. ***Computer to be purchased and put in T. Martel's home with phone line. 3 bids with Dell at the lowest price at \$1705 with 4 years of at home service. Motion to purchase computer by T. Martell; Second by J. Smith. Affirmed 5 – 0. Will check on printer. Phone line is separate.***
13. ***Motion by C. Mina; Second by T. Martell to purchase 2 Projector Screens for training for each station at \$150 each. Affirmed 5 – 0.***
14. ***Live Fire training class scheduled on April 9th at Station 1. Will work on SOG after that.***

Physicals – Continuing. Meeting planned to discuss and there are many to do. About 20 need to be done.

Fire Advisory –re: Sky Acres Airport; Letter sent to Planning Board – No report.

Long Range Planning Committee – T. Martell –

OLD BUSINESS

- 1. Associations – County already discussed.*
- 2. Station Inspections(J. Smith) – Door locks for upstairs at Station 2. Need a” Positive Lock”. R. Giuliani to look in to. Rugs at Station 1 need cleaning. R. Giuliani to look into.*
- 3. Blood Test Policy – to discuss at workshop.*
- 4. Radio Reprogramming – already discussed.*

NEW BUSINESS

- 7. Policy re: fire police – will discuss at workshop to finalize policy/SOG. ; K. Andrews reminded everyone that Fire Police members can take the oath of office, but CAN NOT act as a Fire Police until they have taken the class.*

WORKSHOP planned for 4/10/03

ADJOURNED by motion of T. Martell; Second by R. Giuliani at 10:40 p.m.
Affirmed 5 - 0.

Respectfully Submitted,

Elizabeth Andrews
Secretary, Union Vale Fire District

Thursday, April 10, 2003

Union Vale Fire District Minutes
April 24, 2003 - 7:45 pm

PRESENT: Ken Andrews, Tom Martell, Carlos Mina, Jim. Smith,
Chief Dave Schmoke, Treas. Cathy Speidell, Sec .Betty Andrews, Rescue
Captain John Begley, & 6 from the public
MEETING OPENED by Chairman K. Andrews.

PLEDGE to THE FLAG

MOMENT of SILENCE for PAST COMMISSIONERS & in support of our Troops.

AGENDA: Motion to approve agenda J. Smith by Second by C. Mina. Affirmed 4 -0

SECRETARY'S MINUTES: Motion to approved by J. Smith. ; Second
by C. Mina. Affirmed 4 -0.

FROM the PUBLIC:

Lisette Hitsman – 1. Town clean up is this weekend. Orange bags can be picked up at the Town Hall. Tom Farmer is organizing crews that will pick up trash and orange bags can be left along the road to be picked up by Town. All help will be appreciated. 2. The town is starting to replace all the playground equipment at Tymor.

FIRE COMPANY PRESIDENT'S REPORT: Lisette reported for Pres. Bill DeSoma

- Firematic Group – 1st meeting on 5/2 at St.1 at 6:30 pm .
- House Use – Auxiliary plans to hold a Ice Cream Social at Station 1 on 5/31. Commissioners requested that it be put on the house calendar.
- New Members - None

AMBULANCE REPORT:

John Begley sent his written report.

11. AED on ambl 2 is out of service; AED on 51 is on 67-72

12. 67-72 to Precision the week of the 12th for repair and plaque

13. Motion to pay for 3 portable radios spending no more than \$285 per radio for the Rescue Squad by T. Martell; Second by J. Smith.
Affirmed 4 – 0.

TREASURER'S REPORT: Read by Treasurer Cathy Speidell. Motion to
accept treasurer's report an by T. Martell; Second by C. Mina. Affirmed 4-0.

Motion by C. Mina to purchase Laptop batteries for \$64 plus shipping and
handling. Second by J. Smith. Affirmed 4 – 0.

BILLS: Bills were signed and approved tonight by each commissioner.

CORRESPONDENCE

- County Association Minutes – K. Andrews reviewed.
- Interactive Satellite Teleconference schedule for 2003 – Copies made and passed out to Commissioners John Begley & Bill DeSoma

- *Clarified with Chief & Commissioners that VF-2's will be filled out by the Chief and given to District Secretary immediately after incident occurs. SOG to be done.*
- *Work Comp Board*
- *FD Mutual – Terrorist Insurance information and form to sign.*
- *D. Sagendorf – Thank you for supporting Burn Fund. To be posted.*
- *Property Insurance Policy re: no Fault Coverage*
- *Work Place – Employee Assistance cards*
- *Royal Carting Contract for file.*
- *PCR request – to check with John Begley*
- *VFIF News*

CHIEF'S REPORT

Chief D. Schmoke – written report

- *Motion by T. Martell; Second by J. Smith to purchase Ladder Skull Savers (2) at \$80 each. Affirmed 4 – 0.*
- *June – Seminar by John Salka in E. Fishkill. Open to us.*
- *Chief's Show in Syracuse is the same weekend as our dedication of the Firemen's Park (June 24th)*
- *Harrisburg, PA Chief's Show is May 16, 17, & 18th. Motion to send up to 10 people to the show in Harrisburg by T. Martell; Second by C. Mina. Affirmed 4 – 0. Chief Schmoke planning to go on Sunday.*
- *Credit Card receipts need to be submitted prior to the meeting with vehicle # on the receipt.*

STANDING COMMITTEES

St. 1 – (Tom) –

3. *Talked to Brian Bernard in regard to work in the back room. Bathrooms do not meet standards. Work to be completed. Door in back room will be considered an exit, which increases our occupancy.*

St. 2 – (Carlos)-

6. *Bees have been sprayed again.*
7. *Letter should be sent to Ralph Mondello to thank him for plowing last winter.*

Motorized Equipment (J. Smith) Covered by the Chief.

OSHA Compliance (J. Smith) – PESH

12. *T. Martell finished the exposure control & the PPE..*

Check Review - Good

Insurance – (K. Andrews) – Nothing new.

Purchasing – R. Giuliani –

15. *Purchase Order System – To be in soon.*

Physicals – 6 more done. No problems.

Fire Advisory – re: Sky Acres Airport; Letter sent to Planning Board – No report.

Long Range Planning Committee – T. Martell – Written Report

OLD BUSINESS

5. *FEMA Grant did go in on time for \$130,000 for gear and SCBA; District would be liable for \$13,000. It could take a year and a half. Also researching other State money that could be available. Christopher Jay has money available for training,*
6. *Elfreide Tillman has truck information that she will get to the commissioners.*
7. *Fire Advisory – Report requested from the committee.*
8. *Sky Acres – Motion by T. Martell; Second by J. Smith to stay with what was stated in the original letter. Affirmed 4 – 0. Another letter needs to be written.*
9. *Jim Smith – Introduction of bill for Live Burns; Exotic Creature Bill. Camp Smith – we should use for training, since it is closer. There is formal training there for the Explorers.*
10. *Board needs to take Fire Management Course per K. Andrews.*
11. *Policies – Still being worked on – PPE, Exposure Control, Tac Stick, Drug & Alcohol.*
12. *School Building Floor Plan. D. Schmoke to request a floor plan.*

NEW BUSINESS

1. *Truck Committee - 67-51 – Motion made to form a Truck Committee made up of 5 Commissioners and the 3 Chiefs chaired by K. Andrews. 1st meeting will be before May 16th. To be discussed at workshop.*

WORKSHOP planned for 5/8/03. *Raph Caloia to address the board about advanced life intercepts with Northern Dutchess; Chief to set up.*

ADJOURNED by motion of T. Martell; Second by J. Smith at 9:45 p.m.
Affirmed 4 - 0.

Respectfully Submitted,

Elizabeth Andrews
Secretary, Union Vale Fire District

A.C. Thursday, May 8, 2003

Union Vale Fire District Minutes
May 22, 2003 - 7:45 pm

PRESENT: Ken Andrews, Tom Martell, Carlos Mina, Jim. Smith, Rich Giuliani, Chief Dave Schmoke, Treas. Cathy Speidell, Sec. Betty Andrews, Rescue Captain John Begley, F.C. Pres. Bill DeSoma, & 9 from the public
MEETING OPENED by Chairman K. Andrews.

PLEDGE to THE FLAG

MOMENT of SILENCE for PAST COMMISSIONERS & in support of our Troops.

AGENDA: Motion to approve agenda T. Martell by Second by J. Smith. Affirmed 5 -0

SECRETARY'S MINUTES: Motion to approved by T. Martell ; Second by J. Smith.

Affirmed 5 -0.

FROM the PUBLIC:

FIRE COMPANY PRESIDENT'S REPORT: Lisette reported for Pres. Bill DeSoma

- Firematic Group – Charter Night was 5/23/03.
- House Use – 6/28/03 – Matt Myers Graduation Party – request for Station 1 by Mike Myers with alcohol. Motion to approve by R. Giuliani; Second by J. Smith. Affirmed 5 – 0.
- New Members – Lee Christoferson and Joseph White. Motion to accept new members pending drug screens and physicals by T. Martell; Second by C. Mina

AMBULANCE REPORT:

John Begley sent his written report read by Lt. T. Murphy.

1. Motion by R. Giuliani and Second J. Smith to spend \$150 to A- 1 Communications to reprogram the radios in both ambulances and the Chief's Car with the new radio program. Affirmed 5 - 0

TREASURER'S REPORT: Read by Treasurer Cathy Speidell. Motion to accept treasurer's report an by R. Giulianil; Second by J. Smith. Affirmed 5-0.

Motion by R. Giuliani and Second by T. Martell to roll CD (7384) to Savings/Checking as appropriated by the treasurer effective tomorrow.

Affirmed 5 – 0. To date we have used 36% of the budget.

BILLS: Bills were signed and approved tonight by each commissioner. Motion to send up to 7 people to the Satellite teleconference on 5/28 about LOSAP, Purchasing & Procurement Issues by R. Giuliani; Second by T. Martell. Affirmed 5 – 0.

CORRESPONDENCE

- Union Vale Fire Advisory Board (Paul Granger, Chairperson)– re: plans for MPF Properties.
- VFIS – Notice of Terrorism Insurance Coverage is on policies..
- FD Mutual – Re: Small Pox Vaccinations.
- Work Place – Newletters to hand out.

- *Fire/Rescue Magazine (\$25 for 1 year) Motion to pay for subscription by R. Giuliani; Second by C. Mina; Affirmed 5 – 0.*
- *James Publishing – information for the Red Book (Fire District Officers Guide) – Motion to purchase pages by R. Giuliani; Second by C. Mina. Affirmed 5 – 0.*
- *Letter was sent to Wm Median re: Yeno PCR*
- *CDC – re: Severe Acute Resp. Syndrome*
- *Phone Line was installed for the computer on May 19th.*

CHIEF'S REPORT

Chief D. Schmoke – written report

- *Ladder Test to be done in June. If there are any problems they will be fixed or taken out of service.*
- *OSHA class planned for 6/4 & 6/5 at St. 1. Correction made on written report.*
- *Fit tests to be done in a couple of weeks.*
- *Motion by R. Giuliani; Second by T. Martell to purchase 2 - 18 Volt battery operated Reciprocating Saws with spare batteries; 12 Nomex Hoods and 10 goggles for helmets not to exceed \$1300. Affirmed 5 – 0.*
- *Hazmat Awareness – needs to be taken annually.*

STANDING COMMITTEES

St. 1 – (Tom) –

4. *Talked to Brian Bernard in regard to work in the back room. Three bids: 1. Brian Bernard \$4,200; 2. Brian Bovee 25,000 / can't do right away; 3. Gordon Wolfart – couldn't be reached with bid. Discussion re: work to be done. Also discussed the floor and getting bids for work to be done in the future. Motion to use BJB Constructio (Brian Bernard) to finish the back room by R. Giuliani; Second by C. Mina. Affirmed 5 – 0.*
5. *Tank was pumped out.*
6. *Blacktop possibly this summer.*

St. 2 – (Carlos)-

8. *Bees have been bombed; sprayed under the tiles.*
9. *Ice Machine – R. Giuliani to get 3 bids.*

Motorized Equipment (J. Smith) Covered by the Chief.; 67-11 rear wheel bearing seal. Needs an appointment for that and also to check brakes. 67-72 Air conditioning not working.

OSHA Compliance (J. Smith) – PESH

13. *Need to order a couple more signs.*
14. *Need a list of names for computer access from Chief.*

Check Review - Good

Insurance – (K. Andrews) –

Purchasing – R. Giuliani –

16. *Purchase Order System – Ready to use. C.Speidell explained how they are used/*

Physicals – 9 done. 3 are scheduled for June. 8 more need to be scheduled.

Fire Advisory – Letter read under communication.
Long Range Planning Committee – T. Martell

OLD BUSINESS

13. *Motion by R. Giuliani; Second by J. Smith to spend \$360 for the application fee & coordinator fee. Affirmed 5 – 0.*
14. *June 7 – Farm & Home Center. * am – 5 pm. Class on Recruitment & Retention. Encourage 3 people to go.*
15. *\$100 was forfeited for the Annual Meeting and Conference.*
16. *Policies to be finished at the workshop.*
17. *Radio reprograming – A – 1 doing it. Chief to take care of the Motorolas..*

NEW BUSINESS

2. *Stage Away Guidelines read.*
3. *67-51 Truck Committee – date for meeting to be set at workshop.*

WORKSHOP planned for 6/12/03. Next Meeting is June 26th.

Motion by R. Giuliani; Second by C. Mina to go to Exec. Session for a personnel issue. Affirmed 5 – 0. (9:50 to 10:15)

Motion by C. Mina; Second by J. Smith for Chief to handle the issue. Affirmed 5 - 0.

Meeting ADJOURNED by motion of R. Giuliani; Second by C. Mina at 9:45 p.m. Affirmed 5 - 0.

Respectfully Submitted,

Elizabeth Andrews
Secretary, Union Vale Fire District

Thursday, June 12, 2003

Union Vale Fire District Minutes
June 26, 2003 - 7:35 pm

PRESENT: Ken Andrews, Tom Martell, Carlos Mina, Jim. Smith, Rich Giuliani, Assist.Chief Mike Erts, Treas. Cathy Speidell, Sec. Betty Andrews, Rescue Captain John Begley, F.C. Pres. Bill DeSoma, & 6 from the public
MEETING OPENED by Chairman K. Andrews.

PLEDGE to THE FLAG

MOMENT of SILENCE for PAST COMMISSIONERS & in support of our Troops.

AGENDA: Add Purchase Orders under purchasing (J. Smith); Add Executive Session at end (C. Mina). **Motion** to approve agenda J. Smith by Second by C. Mina. Affirmed 5 -0

SECRETARY'S MINUTES: **Motion** to approved by R. Giuliani ; Second by T. Martell. Affirmed 5 -0.

FROM the PUBLIC:

FIRE COMPANY PRESIDENT'S REPORT: Pres. Bill DeSoma

- Firematic Group – 5 Active Members; 1st meeting was 5/15.
- House Use – 10/18/03 – Ladies Auxiliary – Pot Luck Dinner
- New Members – Mike Battenfield is applying to be active again.
- Resignation – Adam Schafer

AMBULANCE REPORT:

John Begley read his written report and Draft of Pre Hospital Care Policy.

1. T. Martell requested call volume reports
2. **Motion** by R. Giuliani; Second by J. Smith to change our ALS Provider from Sloper to Northern Dutchess Paramedics effective 7/1. John Begley to notify the Chief and work out the details with Northern Dutchess. Affirmed 5 – 0.
3. Request to write a letter of thanks to Albrect's for spending a whole day evaluating the Air Conditioning on 67-72 and giving a recommendation that it may be under warranty. No bill was given. Miracle Ford is billing us Approx. \$1500. R. Giuliani to check with Don Brown in regard to the dispute over the warranty. 67-72 was at Miracle Ford for 7 days and we were told after they fixed it that the warranty did not cover it.
4. Discussion on Draft of Pre Hospital Policy. A change to be made to last sentence (“within the town of Union Vale”) and it will be presented at the next meeting. T. Martell requested that our attorney look at it also and see if he has any recommendations..
5. Letter written to an inactive member of the rescue squad re: return after 7/5 with a CC copy to the chief.
6. LaGrange Fire District requested 67-71 for their parade on 7/12.

TREASURER'S REPORT: Read by Treasurer Cathy Speidell. **Motion** to

accept treasurer's report an by R. Giuliani; Second by J. Smith. Affirmed 5-0. Motion by R. Giuliani and Second by J. Smith to roll CD (7286) to another 6 month CD (12/22). Motion by R. Giuliani; second by T. Martell to roll Motorized Equipment CD for 30 days. Affirmed 5 – 0.

BILLS: *Bills were signed and approved tonight by each commissioner.*

CORRESPONDENCE

- *Union Vale Conservation Advisory Council meeting on July 2nd at 10 a.m. Commissioners are not available to attend. Deputy Treas. E. Tillman will attend.*
- *\$150 rebate was received for the District Computer*
- *VFIS News*
- *First Responder News – request for subscription to increase. No action.*
- *Hudson Valley Law office – new lawyer*
- *Steinhaus – letter re: New Fire Training Facility*
- *Quilty & Dwryer Ins. – Certificate of Insurance (Coverage for the dedication)*
- *NYS Fire District Officers Guide CD and update for the Red Book. Request by R. Giuliani for the Secretary to make 7 copies of the CD for each commissioner, the treasurer and the secretary. Motion by R. Giuliani; Second by J. Smith to purchase 100 new CD's. Affirmed 5 – 0.*
- *Loren Pinckney – letter re: unsupervised drinking at the fire stations and article from the Poughkeepsie Journal re: Teen explorer who died in Newcastle, Wyoming.*
- *Motion by R. Giuliani that the beer on tap left over from the dedication in the “Off Duty Room” is secured by President Bill DeSoma; Second by T. Martell. Affirmed 5 – 0.*
- *Discussion re: Electric paid for lighting at Firemen's Park.*

CHIEF'S REPORT

Assist. Chief Mike Erts – written report

- *Motion by T. Martell take 67-81 out of service until chain guard is installed and hydraulic fluid leak is fixed; Second by T. Martell. Affirmed 5 – 0. R. Giuliani commented that parts were approved 6 – 8 months ago to fix the leak and that the fluid on the floor is a safety hazard. Assist Chief Erts to let County know 67-81 is out of service.*
- *Ladder test scheduled for 6/30/03. T. Martell requested that the results be reported at the next workshop on 7/10/03.*
- *Request to advise Chief of time of meeting with Bob Duncan next week for 67-51.*
- *Request by commissioners for report of Fit Tests and need to know if anyone tested had facial hair? Questionnaires need to be given to Dr. Charles.*
- *It was also requested that a letter be written to the Chief asking who has taken OSHA. And regarding bulk buying. In the future, any Bulk Buying has to be approved by the board.*

- *Request that report on BFIR's be made at the workshop.*
- *Requested Items – Motion by R. Giuliani; Second by T. Martell to purchase 6 Fire Police Vests and wands. Affirmed 5 – 0. Explanation needs to be made by Chief in regard to other items before authorizing.*
- *Request for Call Volume*
- *Training – 1. OSHA & Blood Borne Classes held on 6/4 & 6/5*
 2. *6/30/03 – Auto Extrication Drill*
 3. *Hazmat – coming soon*

STANDING COMMITTEES

St. 1 – (Tom) –

7. *Back room work at Station 1 to start on 7/7/03.*

8. *Thank you to the Fire Company for the work in the Parking Lot.*

St. 2 – (Carlos)-

Motorized Equipment (J. Smith)

OSHA Compliance (J. Smith) – PESH – T. Martell –

1. *Resolution stating yearly requirements to maintain active Membership for current members. Written report attached. Failure to complete requirements will result in suspension as an active member. Motion made by T. Martell; Second by R. Giuliani to adopt the resolution. Affirmed 5 – 0. Resolution needs to be mailed to all members in the monthly newsletter. President B. DeSoma to handle.*

2. *Weight signs completed and posted over utility rooms at both stations.*

Check Review - Good

Insurance – (K. Andrews) –

Purchasing – R. Giuliani –

17. *Purchase Order System – No bills are to be paid without a Purchase Order and Voucher. It is not to stop people from buying needed items, but it is to control it.*

18. *Ice Machine – water cooled is not recommended with a well. Would like to go back to air cooled machine. After getting bids R. Giuliani recommends the one for \$1462 (installed) for Station 2. Motion made by T. Martell; Second by J. Smith. Affirmed 5 – 0. C. Mina to get the old one removed.*

Physicals (Assist. Secretary, E. Tillman) – 2 No Shows, Need to hear from Safety officer.

Fire Advisory – Town Board is working on policy for blacktopping driveways and Slopes.

Long Range Planning Committee – T. Martell

OLD BUSINESS

18. *Association Meeting – K. Andrews There is much free training available.*

19. *Fire Ground – nothing new*

20. *Truck Committee – 67-51*

21. *Policy – Stage away – next month; Live Burn – needs more work; Motion to approve Drug/Alcohol, Tac Stick, turn out gear and exposure control Policys by R. Giuliani; Second by C. Mina. Affirmed 5 – 0.*

22. *Letter to be written to 3 Hospitals – Sharon, Vassar & St. Francis identifying who our Infection Control Officer is. Tim Murphy to get information to secretary.*

NEW BUSINESS

4. *Septic Systems – Tom is checking on what we are doing long term. More discussion at the workshop.*

WORKSHOP planned for 7/10/03. *Next Meeting is July 24th.*

Motion by R. Giuliani; **Second** by C. Mina to go to Exec. Session for a personnel issue. *Affirmed 5 – 0. (10:10 to 10:45)*

Motion by T. Martell; **Second** by C. Mina to terminate firefighter, Case # 42266, based on recommendation of our vendor effective immediately. *Affirmed 5 - 0.*

Motion by R. Giuliani; **Second** by T. Martell based on Commissioners discussion and the list of accumulated items that are in Non-Compliance by the Chief that he be suspended for 30 days effective immediately with meeting to be arranged at the convenience of all parties between now and the next commissioners meeting. **Roll call** *Vote: R. Giuliani – Yes; T. Martell – yes; C. Mina – No; J. Smith – no; K. Andrews – yes. Affirmed 3 – 2.*

Meeting ADJOURNED by motion of R. Giuliani; **Second** by C. Mina at 10:55 p.m. *Affirmed 5 - 0.*

Respectfully Submitted,

Elizabeth Andrews
Secretary, Union Vale Fire District

Friday, July 11, 2003

Union Vale Fire District Minutes
July 23, 2003 - 7:32 pm

PRESENT: *Ken Andrews, Tom Martell, Carlos Mina, Jim. Smith, Rich Giuliani, Att. Wm Young, Treas. Cathy Speidell, Sec. Betty Andrews, Rescue Captain John Begley, & the public*

MEETING OPENED by Chairman K. Andrews.

PLEDGE to THE FLAG

MOMENT of SILENCE for PAST COMMISSIONERS & in support of our Troops.

AGENDA:

SECRETARY'S MINUTES: *Motion to approved by J. Smith; Second by Carlos. Affirmed 5 -0.*

FROM the PUBLIC: *Questions asked of the Commissioners and Attorney re: Chiefs Suspension.*

1. *The board, Attorney, Secretary and Treasurer were asked to introduce themselves.*
2. *C. Vandebogart asked about PESH report and the chain guard for 67-81.*
3. *Chain Guard -*
4. *Personnel Issue can not be discussed publicly*
5. *Explanation by Attorney Wm. Young re: Election of Fire Chiefs*
 - a. *Nominated by the Fire Department - Nominations are submitted to the board of Fire Commissioners for appointment in January (or Dec.) of each year. The Chief is the direct liaison to the fire department. If they do not appoint the chief, then they send it back for a new nomination.*
 - b. *Explanation re: election of Board of Fire Commissioners. Elected by the residents of the town of Union Vale for 5 years. Every year one Fire Commissioner is elected. The Commissioners are responsible to provide fire protection by making sure the manpower has the appropriate equipment and the appropriate personnel to provide that service.*
6. *Explanation by Attorney Wm. Young re: Ability to suspend a Fire Chief – The Fire Commissioners has the authority to suspend under section 176-11 (that includes suspending individuals) of the Town Law. They have to provide them with “Due Process”. That process is set up under 209L in the Municipal Law and that is the process that will be implemented next Wednesday, 7/30 at which time there will be a hearing. The District has retained a hearing officer who is not a member of the board or the District Lawyer to listen to the testimony. The Chief will have an opportunity at that time state his side of the facts. There will be a stenographer present taking transcript of that hearing. At the conclusion of the hearing the hearing officer will take what he heard and observed, take the testimonies*

the transcript, and the submissions of the attorneys and he will make a recommendation to the Board of Fire Commissioners for appropriate action. He has to render his decision within 30 days.

7. *Explanation by Attorney Wm Young re: Whether the Chief received “Due Process”. Yes – The chief was served notice of the charges at least 10 days prior and not more than 30 days to the hearing. It is not appropriate to discuss the 14 charges here. The decision re: whether the hearing is public or private is up to the Chief’s attorney.*
8. *Commissioner Carlos Mina affirmed that there is an activity list that clearly shows that the 5 Commissions are very active as volunteers on calls (fire and rescue), drills and work details.*
9. *The public will be notified of the recommendation of the hearing officer.*
10. *Board of Fire Commissioners are governed by Town Law and must have a quorum at any meeting (at least 3) for any action to be taken; action must have a majority vote to take action*
11. *Question to Chairman K. Andrews by Dan McMorris – Do you feel that the actions of the Chief are such that he poses a threat to injuring any member of our company / firematically or rescue squad that is warrants a suspension as a chief officer or is it based on other reasons? K. Andrews answered yes for himself not for the entire board. Each commissioner was then asked the same question – J. Smith – Yes “due to his actions, mainly the personnel issue, he put everyone in this town at risk of being liable ... because the town would be liable if someone got hurt or killed because of something he did or something that we did” (“Absolutely” – T. Martell); C. Mina – Yes “His actions, especially since he was suspended, by responding to calls as Chief and marching in parades as Chief” R. Giuliani – “Yes” he does pose a risk to your personal safety;*
12. *Attorney Wm. Young – The Chief per Section 176-a of Town Law shall carry out the rules and regulations of the Board of Fire Commissioners and enforce discipline and apparently the Board of Fire Commissioners have set up a number of rules and regulations, which they feel that the Chief has not been carrying out. That was brought to a head by some recent actions.*
13. *Don Spaeth Sr. - 67-81 was built in 1976 and the Chain Guard has never been on it. Since the computer upstairs is not capable of doing BFIR’s, questioned why the new computer is in the Andrews home with a dedicated phone line. “It was a design of the Chief’s to input the data so that it would not be used for things that it was not intended to be used for as the one upstairs was.”*
14. *Dave McMorris – Questioned e-mail sent to the County to notify them of the Chief’s suspension. K. Andrews answered, “The Chief was suspended under “Due Process” and that was an appropriate action to ensure that their was back up for what consequences may happen”.*
15. *Rescue Captain John Begley – Read the Rules of Conduct from the Fire Company bi-laws. A member of the Fire Department found guilty of any of the following will be considered in violation of the Rules and Regulations which govern the Fire Department and will be subject to disciplinary*

*action. Conduct, which brings discredit upon the Fire Department.
“Letters that were circulated, Newspapers that were called, letters that were sent to the newspapers and radio stations, and now this Fire Company is being discredited and nobody is questioning those actions.*

- 16. Question re: Public Meeting held in the parking lot. K. Andrews explained that the bylaws state that, in order to use the building for non firematic functions it must be requested in advance to the Fire Company at a meeting and voted on and the Fire Company Secretary then sends a letter to The Commissioners, prior to their monthly meeting and prior to the date the meeting is to be held.*
- 17. Charlie Vandebogart -Is it true that the fire commissioners are not to be involved with the day-to-day operations of the fire company? Attorney Wm. Young – They are to set the laws that deal with that consideration. 176-a and 176 say that the Board of Fire Commissioners establish the rules and regulations. They are not to interfere with the Chief during a firematic event.(on a fire scene or at a call)*
- 18. K. Andrews stated that everyone is responding to hear-say, rumor and opinion. You haven’t heard the facts. “You don’t understand how hard I’ve tried to work these issues out with Mr. Schmoke. If he won’t respond to my phone calls, to my e-mails, even to a meeting that was going to be held on a mutually neutral ground to work these issues out; I understand exactly how you feel; I’d be angry too, but I have got to tell you that we have really tried. You are a victim of a lot of rumor, hearsay, and opinion.*
- 19. C. Mina said that the Chief was notified re: the suspension at the close of the meeting because they felt he should find out from the Fire Commissioners.*
- 20. Statement made by Paul Granger in regard to the unrest and lack of resolution.*
- 21. Attorney Wm. Young – “When these gentlemen were elected, before they could enter upon their duties, they had to take an oath of office to uphold the constitution of the United States and the Constitution and laws in the State of New York. The laws of the state of New York are found in Article 11 of Town Law that deals with the rules and regulation, and the duties and responsibilities of the Board of Fire Commissioners. They took an oath of office to uphold them. That’s what they are doing, to the best of there ability.”*
- 22. Attorney Wm. Young will check tomorrow to see if the meeting is public. He will notify the Commissioners in response to the fire company posting it on the bulletin board. Attorney Wm. Young said that a disciplinary hearing does not need to be put in the newspaper under Legal Notices. In the town hall they have a copy of all the statutes; Suggested looking at Town Law – Article 11and General Municipal Law Section 209L.*
- 23. Attorney Wm. Young – There are two separate entites; the Volunteer firefighter with your own bylaws organized under the Not For Profit Laws of the State of New York and the Board of Fire Commissioners - elected Municipal officials they fall under the town laws of the State of New York..*

The Attorney General's Office have rendered opinions that say that relative to the internal affairs and matters of the Fire Department – That is up to you re: how many meetings you have to attend; how many drills you have to attend; fundraising activities. The firematic activities is up to the Board of Fire Commissioners. They establish the rules and regulations.

Executive Session - 9:05pm with Commissioners an Attorney Wm. Young.

Note: Most of the public left. Meeting reconvened at 9:15 pm

FIRE COMPANY PRESIDENT'S REPORT: *Pres. B. DeSoma – Absent / No Report.*

AMBULANCE REPORT:

John Begley read his written report.

7. .

TREASURER'S REPORT: *Read by Treasurer Cathy Speidell. Motion to accept treasurer's report an by R. Giuliani; Second by J. Smith. Affirmed 5-0. Motion by R. Giuliani and Second by J. Smith to roll CD (7286) to another 6 month CD (12/22). Motion by R. Giuliani; second byT. Martell to roll Motorized Equipment CD for 30 days. Affirmed 5 – 0.*

BILLS: *Bills were signed and approved tonight by each commissioner.*

CORRESPONDENCE

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- *NYS Fire District Officers Guide CD and update for the Red Book. Request by R. Giuliani for the Secretary to make 7 copies of the CD for each commissioner, the treasurer and the secretary. Motion by R. Giuliani; Second by J. Smith to purchase 100 new CD's. Affirmed 5 – 0.*
- *Loren Pinckney – letter re: unsupervised drinking at the fire stations and article from the Poughkeepsie Journal re: Teen explorer (Anndee Huber - 16) who died in Newcastle, Wyoming.*
- *Motion by R. Giuliani that the beer on tap left over from the dedication in the “Off Duty Room” is secured by President Bill DeSoma; Second by T. Martell. Affirmed 5 – 0.*
- *Discussion re: Electric paid for lighting at Firemen's Park.*

CHIEF'S REPORT

Assist. Chief Mike Erts – written report

- *Motion by T. Martell take 67-81 out of service until chain guard is installed and hydraulic fluid leak is fixed; Second by T. Martell. Affirmed 5 – 0. R. Giuliani commented that parts were approved 6 – 8 months ago to fix the leak and that the fluid on the floor is a safety hazard. Assist Chief Erts to let County know 67-81 is out of service.*

- *Ladder test scheduled for 6/30/03. T. Martell requested that the results be reported at the next workshop on 7/10/03.*
- *Request to advise Chief of time of meeting with Bob Duncan next week for 67-51.*
- *Request by commissioners for report of Fit Tests and need to know if anyone tested had facial hair? Questionnaires need to be given to Dr. Charles.*
- *It was also requested that a letter be written to the Chief asking who has taken OSHA. And regarding bulk buying. In the future, any Bulk Buying has to be approved by the board.*
- *Request that report on BFIR's be made at the workshop.*
- *Requested Items – Motion by R. Giuliani; Second by T. Martell to purchase 6 Fire Police Vests and wands. Affirmed 5 – 0. Explanation needs to be made by Chief in regard to other items before authorizing.*
- *Request for Call Volume*
- *Training – 1. OSHA & Blood Borne Classes held on 6/4 & 6/5*
 4. *6/30/03 – Auto Extrication Drill*
 5. *Hazmat – coming soon*

STANDING COMMITTEES

St. 1 – (Tom) –

9. *Back room work at Station 1 to start on 7/7/03.*

10. *Thank you to the Fire Company for the work in the Parking Lot.*

St. 2 – (Carlos)-

.Motorized Equipment (J. Smith)

OSHA Compliance (J. Smith) – PESH – T. Martell –

3. *Resolution stating yearly requirements to maintain active Membership for current members. Written report attached. Failure to complete requirements will result in suspension as an active member. Motion made by T. Martell; Second by R. Giuliani to adopt the resolution. Affirmed 5 – 0. Resolution needs to be mailed to all members in the monthly newsletter. President B. DeSoma to handle.*

4. *Weight signs completed and posted over utility rooms at both stations.*

Check Review - Good

Insurance – (K. Andrews) –

Purchasing – R. Giuliani –

19. *Purchase Order System – No bills are to be paid without a Purchase Order and Voucher. It is not to stop people from buying needed items, but it is to control it.*

20. *Ice Machine – water-cooled is not recommended with a well. Would like to go back to air-cooled machine. After getting bids R. Giuliani recommends the one for \$1462 (installed) for Station 2. Motion made by T. Martell; Second by J. Smith. Affirmed 5 – 0. C. Mina to get the old one removed.*

Physicals (Assist. Secretary, E. Tillman) – 2 No Shows, Need to hear from Safety officer.

Fire Advisory – Town Board is working on policy for blacktopping driveways and Slopes.

Long Range Planning Committee – T. Martell

OLD BUSINESS

23. Association Meeting – K. Andrews *There is much free training available.*
24. Fire Ground – nothing new
25. Truck Committee – 67-51
26. Policy – Stage away – next month; Live Burn – needs more work; Motion to approve Drug/Alcohol, Tac Stick, turn out gear and exposure control Polycs by R. Giuliani; Second by C. Mina. Affirmed 5 – 0.
27. Letter to be written to 3 Hospitals – Sharon, Vassar & St. Francis identifying who our Infection Control Officer is. Tim Murphy to get information to secretary.

NEW BUSINESS

5. Septic Systems – Tom is checking on what we are doing long term. More discussion at the workshop.

WORKSHOP planned for 7/10/03. Next Meeting is July 24th.

Motion by R. Giuliani; Second by C. Mina to go to Exec. Session for a personnel issue. Affirmed 5 – 0. (10:10 to 10:45)

Motion by T. Martell; Second by C. Mina to terminate firefighter, Case # 42266, based on recommendation of our vendor effective immediately. Affirmed 5 - 0.

Motion by R. Giuliani; Second by T. Martell based on Commissioners discussion and the list of accumulated items that are in Non-Compliance by the Chief (David Schmoke) that he be suspended for 30 days effective immediately with meeting to be arranged at the convenience of all parties between now and the next commissioners meeting. Roll call Vote: R. Giuliani – Yes; T. Martell – yes; C. Mina – No; J. Smith – no; K. Andrews – yes. Affirmed 3 – 2. Chairman K. Andrews stated that he would notify Chief David Schmoke.

Meeting ADJOURNED by motion of R. Giuliani; Second by C. Mina at 10:55 p.m. Affirmed 5 - 0.

Respectfully Submitted,

Elizabeth Andrews
Secretary, Union Vale Fire District

Thursday, July 17, 2003

Union Vale Fire District Minutes
August 28, 2003 - 7:40 pm

PRESENT: Ken Andrews, Tom Martell, Carlos Mina, Jim. Smith, Rich Giuliani,
Attorney Wm Young, Treas. Cathy Speidell, Sec. Betty Andrews, Chief David Schmoke,
President Bill DeSomma & 16 from the public

MEETING OPENED by Chairman K. Andrews.

PLEDGE to THE FLAG

MOMENT of SILENCE for PAST COMMISSIONERS & in support of our Troops.

AGENDA: Motion to approve by R. Giuliani; Second by J. Smith. Affirmed 5 – 0.

SECRETARY'S MINUTES: Motion to approve as corrected (Last page - next meeting date corrected to 8/28) by J. Smith; Second by Carlos. Affirmed 5 -0. Motion to approve minutes from special meeting on Aug. 6, 2003 by J. Smith; Second by R. Giuliani. Affirmed 5 – 0.

FROM the PUBLIC: K. Andrews introduced the District's Attorney, Bill Young, for the benefit of the public to address any questions or concerns.

24. **Jean Spaeth** – Why is it necessary for the Commissioners to have cell Phones when the cell phones were taken away from the Assistant Chiefs and because there was we a 14.4 increase?

Commissioner C. Mina – “The assistant Chiefs were not using their cell phones.”

Chairman K. Andrews – “We have had 2 Assistant Chiefs who have had phones for 2 years and not used, one of which was never taken out of the box. We were not told that and we were paying for phones that were never being used. When things started to happen after the 6/26/03 meeting, my personal cell phone bill went from \$60/month to \$450/month for 2 months in a row because of additional communications with the Commissioners, Attorneys and other people.”

25. **Jean Spaeth** – Couldn't you use the phone at the fire station?

Commissioner K. Andrews – That is not practical or possible because of job in Dover Plains.

26. **Commissioner R. Giuliani** – Stated for the record that we did NOT have a 14.4% increase in Tax rate last year. The fire District did not raise taxes by 14.4%.

27. **Attorney Bill Young** affirmed that what R. Giuliani is saying is “the overall budget of the fire district may have gone up by 14%, but the individual tax payer may have only gone up by 6%. The reason for the difference is that maybe the assessed evaluation of the whole town has increased, so that offsets some of the increase that you may have personally. You would have to look at your bill, as comparing 2002 and 2003.

28. **Commissioner J. Smith** - “We feel that it is very important that the Chief and the Assistant Chiefs have these phones, too.”

29. **Commissioner T. Martell** – There are also 2 phones placed on each ambulance for contacting Medical Control.

30. **Commissioner R. Giuliani** – The rate change for 2003 was 6.94%. The budget was raised 14.87%. As people build homes and businesses our assessed evaluation increases. Those people now pay fire tax and that is how we increase our fire tax and try to keep these raises to a minimum. Tonight we have a budget that has no rate change.

31. **Commissioner C. Mina** – In 2002, although there was a rate increase, more money was put into the capital reserve.

Jean Spaeth – “My main question was re: cell phones”

32. **Don Spaeth Sr.** – request for comment re: the article in the paper last week re: the new bill that was passed re: Districts contracting for ambulances and what is the cost.

Attorney Bill Young – To be addresses later in the meeting. “I am the lobbyist for the State Association of Fire Districts. That particular bill was a bill that we lobbied for.

There was also a bill that was introduced on behalf of the Union Vale Fire District, which would have done the same thing for your area here. There is a bill, signed by the governor on Aug. 19th and I have a copy of that to pass out tonight and a copy will be made available to everyone tonight. It is optional at this point and it doesn't cost anything for the fire district, but it authorizes the fire district to enter into mutual aid or stand-by service agreements with any other entity. If there came a time when they could not get there ambulance out, this allows them to enter into a contract with some other provider to provide a back up service when they can't get there on their own. Presently Union Vale has an unwritten agreement with another Service to run when they can't run on their own."

33. Sal Tagliamonte – “Why do all the commissioners not have cell phones? Why do some need them and some don't”.

Commissioner T. Martell – His job does not permit him to have a cell phone when he is working. He does not carry a personal cell phone either and feels that messages can be left at his home and his wife can easily relay messages to him. He is able to return calls on a timely basis.

FIRE COMPANY PRESIDENT'S REPORT: Pres. B. DeSomma –

1. *Firematic Group* – “Post 67” – No new members; no meetings for 3 weeks; meetings are changed to Thursday nights and John DelBene is supervising the group.
2. *House Use* – No requests
3. *New Members* – None
4. *Current Member Mailing List* – Given to District Secretary.
5. *List of members that have left or on leave of absence with a copy of their letter to the District Secretary* – Questioned as to why?

Commissioner T. Martell – We want the Secretary of the District to maintain all the records. The Secretary will be the Management Officer of the Fire District; this includes all the records except for the books and records that belong to the Fire District Treasurer.

Chairman K. Andrews – Took the personnel files that were left upstairs by the Chief, because they were not in a secure place.

Commissioner C. Mina – these are the files that Chief D. Schmoke kept at his house To start inputting them into the computer. This was discussed several months ago.

Chairman K. Andrews – Since this was not done, they were taken from the room upstairs, so that they could be moved to a secure place and the secretary could begin to put them into the computer.

Commissioner T. Martell – We are in the process of trying to get our record keeping up to date.

6. *Members on leave of absence* – None
7. *Member list updated* – put in mailboxes of Chairman, Secretary and Dept. Secretary Elfriede Tillman by Pres. Bill DeSoma.
8. *Requested to clarify that he had nothing to do with the letter that was hand distributed to Town Residents with his name on it. He states that he did not write or type it and had nothing to do with it.*

Motion by T. Martell; **Second** by R. Giuliani that the District Secretary is the official record keeper for all District records that are kept in accordance with State and Federal Laws. This includes all personnel files, applications, certificates, physicals and equipment inventory. The President, Squad Captain and Chief may have a copy, but the actual files shall be with the secretary of the District. **Affirmed 5 – 0.**

Motion by T. Martell; **Second** by C. Mina designating the downstairs Conference Room as the District Office, in which the District files will be kept and maintained; that the door be changed by our vendor, Brian Bernard; that the lock be changed and keys be issued to the 5 Commissioners, the Secretary, Assistant Secretary /Physicals Coordinator, Treasurer, Chief and President. **Affirmed 5 – 0.**

Motion by T. Martell; **Second** by C. Mina that the Fire Company President notifies the Commissioners in the monthly report that a member has been accepted for membership. The Board will not accept that member until they have been notified by the Physicals Coordinator that the full physical and drug screen

has been completed. A copy of the application, the results of the arson investigation and blood borne pathogens confirmation must be received before the member is approved for active membership by the Board. Affirmed 5 – 0. C. Mina reminded everyone that this is the procedure we used to use and Attorney Bill Young affirmed that this is the appropriate procedure and it is important for insurance coverage.

AMBULANCE REPORT:

John Begley not present (on vacation) K. Andrews read his written report.

8. Discussion re: Ambulance Servicing and Generators to be moved to Motorized equipment.
9. Fire co, Members acting as EMT's - R. Giuliani is still waiting for a letter from Jim Soto. He verbally said that there was no issue with the policy drafted by the commissioners.

TREASURER'S REPORT: Read by Treasurer Cathy Speidell. Motion to

accept treasurer's report an by J. Smith; Second by C. Mina. Affirmed 5-0. Motion to extend CD #7385 until October 24, 2003 by R. Giuliani; Second by J. Smith. Affirmed 5 – 0. Chairman K. Andrews will check with Attorney as to whether to close out the Land Acquisition Fund. One correction was made to the Budget Overview on the Educational Center and the Electric St 1. It will be corrected on next month's report. (\$282.00 from Educational Center to Electric St.1) Budget – Changes made; Copy goes to Town, Secretary and posted on the Board. \$3,500 was put in the budget for the Inspection Dinner, since it is not an anniversary year. There is 0% difference in Tax rate. Motion made by R. Giuliani; Second by T. Martell to approve the budget. Affirmed 5 – 0.

R. Giuliani made a Motion requesting that a Press Release be submitted to the newspaper with the information re: the results of the summary of the budget; Second by C. Mina. Affirmed 5 – 0.

BILLS: Bills were signed and approved tonight by each commissioner.

CORRESPONDENCE

- AFDSNY Fall Workshop Registration information packet 10/31 – 11/3. Motion
- Department of Health – Flu and Pneumonia Clinic to be held at UV St. I on Friday, 11/14/03 10 am to 12 noon.
- Kevin Granger – Letter with change of address to town of Washington.
Motion to accept the change of residency status pending approval by the Fire Company at next meeting by R. Giuliani; Second by C. Mina. Affirmed 5 – 0. Attorney Bill Young commented that you can have up to 45% non resident members.
- Letter from Fire Company Secretary with information reported by Pres. Bill DeSoma in his report.
- Bill DeSomma – Request of the Firefighter's Park for a Memorial Program – (9/11/03 from & - 9 pm)
Motion by R. Giuliani for the use of the facilities across the street; Second by C. Mina. Affirmed 5 – 0.
- Quote from the Workplace for the 24 – 7 Drug and Alcohol Test.

CHIEF'S REPORT - Chief Dave Schmoke – read written report.

1. Ladder Test – They only do firefighting ladders.
Motion by R. Giuliani that we make MES our vendor to correct all deficiencies except cleaning, waxing and labeling; Second by J. Smith. Affirmed 5 – 0.
2. SCBA – Bench Test
3. Dry Hydrant – John DelBene is handling
4. Fire Works Display – Next Sunday Evening by Town Resident – request an engine
5. Has list of OSHA Training taken by members through July.

Motion by T. Martell that \$1945 is spent on items requested listed in Chiefs report; Second by R. Giuliani. Affirmed 5 – 0.

T. Martell requested that before the Chief's report is accepted that for future reports a few changes be made so that we get the requested information and we don't have the problems that we have had in the past.

Motion by T. Martell that the Chief's report contain the following information: if the report does not have the following items then there needs to be documentation as to why those items are incomplete. Equipment Status, Prior Month Training with copy of sign in sheet (dates, times, location, instructor), Upcoming Training (dates, times, location, instructor), List of previous months calls (Fire & EMS), OSHA Compliance (initial training for new members, 8 hour safety refresher, hazmat, awareness/operations, Scott Pack Check Sheets), Fit Testing Status, Request for Purchase, Open Items and Inventory (such as new assets and surplus). Second by R. Giuliani. Affirmed 5 – 0.

T. Martell – Stated that he gave K. Granger a copy of the handwritten BFIR's that can be filled out for 2003. "You have a budget; if you want to buy a computer, let us know."

Motion by T. Martell that the Chief must submit to the State on a bi-monthly basis the BfIR's for all fire incidents in the Town of Union Vale. In addition, the Chief and his staff must come up with an incident report to take down all pertinent information regarding the alarms. For example, the form will include information that is included on the BFIR's. These forms will be available to all the Chiefs and first due apparatus. If the Chief is unable to use electronic filing, he can submit the hand written form until such time a solution regarding the computer can be solved. This is to prevent what has happened in the past so we will be eligible for FEMA Grants in the future; Second by R. Giuliani. Affirmed 5 – 0.

Motion by T. Martell that we contract with an outside vendor to do our Fit Testing here and also to include them in the physicals at the Workplace; Second by C. Mina. Affirmed 5 – 0. The scheduling will be the responsibility of the Physicals Coordinator.

Motion by T. Martell that as of our September 25, 2003 meeting the Chief of the District must submit a list of members who are deficient in the OSHA Safety requirements. In addition, the Board must receive a copy of the sign in sheets, or a certificate, or a CME sheet with the instructors signature, or a letter from a recognized OSHA safety Instructor on the completion of such class for the calendar year 2003. A letter will be sent Certified, Return Receipt, to such member who is not in compliance, by the District Secretary. The letter will notify the member that they have until October 30, 2003 to complete such training. If they do not have the require training, their status will be changed to social membership and their gear and radio will be collected by the Chief and his staff. Members with less than one year will be exempt; Second by R. Giuliani. Affirmed 5 – 0.

Discussion re: Pump Hose on 67-62.

Monthly SCBA Reports not received by the Captains per Chief D. Schmoke.

Discussion re: Fit Tests and beards. Per our policy, Interior Firefighters are not allowed to have beards.

Motion to give Letter re: Policy enforcement and 5 new policies given to Chief D. Schmoke from Chairman K. Andrews; by R. Giuliani; Second by C. Mina. Affirmed 5 – 0.

- 1. Drug & Alcohol*
- 2. Stage Away*
- 3. Electrical Emergency Operations*
- 4. Turn out gear*
- 5. Infection Control procedure*

The policies have been past and the Chief is in charge of discussing them with his officers and is in charge of enforcing the policies. The District Secretary will mail the policies to all active members.

Jean Spaeth was recognized with question re: why Auxiliary/Fire Member have to take OSHA. Chairman K. Andrews explained how the insurance covers them. Attorney Bill Young confirmed. It is advantageous for them to take OSHA to understand the dangers at a fire scene

STANDING COMMITTEES

St. 1 – (Tom) –

11. *Brian Bernard is away; Returns 9/2/03. Report given on progress. Everything was moved out of the room to start the project. T. Martell was told by C. Vandebogart that certain members took it upon themselves to move everything back into place. Work will not start again until more research is done re: drain in the floor. Discussion re: Fuel and deliver from Stanford Oil.*

St. 2 – (Carlos)-

1. *Air Conditioner is broken*
2. *Generator ran well during the blackout.*
3. *R. Giuliani to look into Copier prices.*

Motorized Equipment (J. Smith) –

1. *Jim Terry replaced the Oil Pan on 67-14; 67-12 needs a battery*
2. *Air Jet on 67-13 – needs to be watched; If still a problem, Chief will call Jim Terry next week.*
3. *67-14 – leak*
4. *R. Giuliani suggested that Jim Terry hard pipe the generator and run the compressor over to 67-13; also maintenance on the generator, the ambulances , as well as 67-51.*
5. *Jake brake is not working right on 67-11*
6. *Ambulances need to be service (usually done 3 times a year)*
7. *Electric to be set up for all trucks and ambulances.*

OSHA Compliance (J. Smith) – PESH – Right to Know Policy – needs to be finalized.

1.

Check Review – OK

Insurance – (K. Andrews) – Safety Inspection planned in a week or so.

Purchasing – R. Giuliani –

21. *To get 4 items that the Chief requested.*

Physicals (Assist. Secretary, E. Tillman) –

1. *Motion by T. Martell to make Elfriede Tillman the Physicals Coordinator. It will be her responsibility to provide a list of members to the Board, who are in need of Physicals in accordance with OSHA safety guidelines. In addition, she will report back to the Board on who is in noncompliance and that the appropriate actions to be taken to ensure that the members have been notified to attend a physical; Second by R. Giuliani. Affirmed 5 – 0.*
2. *Fire Fighters Fitness Testing from the Workplace found in mailboxes. Unknown where it came from.*
3. *Motion by T. Martell to have Elfriede Tillman notify members by phone and followed up by certified, return receipt mail that they have 21 days to schedule their physical with The Workplace. Elfriede will report at the next monthly meeting whether the member is in compliance with scheduling the Physical. If the member is not scheduled the physical, their status will be moved to Social and the District will request their gear and pager; Second by C. Mina. Affirmed 5 – 0.*
4. *Motion by T. Martell that we contact our vendor and that we offer the members the hepatitis B vaccine and also TB testing if they would like it. Second by R. Giuliani. Affirmed 5 – 0.*
5. *Motion by R. Giuliani to update the Policies taken by the Board tonight re: Physical Examinations from 12/27/2001. (# 4 of that Policy); Second by T. Martell. Affirmed 5 – 0.*
6. *Motion by T. Martell to go with Option # 1 (the annual program with a \$250 fee)of the Drug and Alcohol Testing. (If there is an accident you would call the contact number and*

they would be taken to St. Francis for testing. This is a service that we did not have in the past at the workplace.) It is to be used when there is reasonable suspicion or Post Accident which is in accordance with our Drug and Alcohol Policy. Second by R. Giuliani. Affirmed 5 – 0.

Fire Advisory – (Don Spaeth Sr.) Nothing new

Long Range Planning Committee – T. Martell

OLD BUSINESS

1. Motion by R. Giuliani based upon the 67-51 Truck Committee:

IT IS HEREBY RESOLVED by the Board of Fire Commissioners of the Union Vale Fire District at its regularly scheduled meeting on August 28th, 2003 that,

WHEREAS, the fire district has heretofore created a Capital Reserve account for the purposes of refurbishing apparatus as needed; and

WEREAS, Union Vale Fire District apparatus designated 67-51 needs to be rechassisied so as to make it available for fire prevention and suppression within the Union Vale Fire District; and

WHEREAS, it is hereby resolved by the Board of Fire Commissioners to transfer the sum of \$90,000.00 from its Capital Reserve account to its Operating account for the purposes of paying for the rechassis of the aforementioned 67-51 apparatus. Said Resolution being adopted subject to a permissive referendum to 6 – g of the Municipal Law.

Second by C. Mina. Affirmed 5 – 0. Attorney Wm. Young gave the District Secretary a copy that needs to be published in the newspaper within 10 days.

2. Motion by C. Mina to send up to 5 people to go for the training at the Fall Workshop,
Second by R. Giuliani. Affirmed 5 – 0. Reservations need to be filled out ASAP.
22. Motion by R. Giuliani to approve Live Burn Policy; Second by T. Martell. Affirmed 5 – 0
23. Fire Ground Frequency – Should have license by next meeting. R. Giuliani to get 3 bids for repeater.
24. 67-51 Truck Committee – Already Done.
25. SOG Books- Need to order more after we pet the new policies.
26. VF-2 Policy – To look at the Workshop.

NEW BUSINESS

6. Attorney Wm. Young passed out information for the reference of the commissioners; re: legislature that was passed by the governor on August 19th which authorizes Fire Districts to enter into contract to provide a back up for EMS Service. The bill on top was written specifically for Union Vale and probably did not move through because they were aware that this other bill was coming through which covers the whole state. Also passed out was a sample copy of a Sexual Harassment Policy and alcohol and drug abuse policy for review of the Fire Commissioners.
7. Before Attorney Wm. Young left he asked if there were any further questions of the public.
 - President Bill DeSomma – Clarification of the availability of the minutes from the Board Meetings and Executive Session Meeting.
 - Minutes have to be made available. Since no action can be taken in executive session so there are no minutes.

Motion made by T. Martell that after the minutes are reviewed at the Workshop, two weeks after the meeting, they will be posted at each station, as well as put in a binder for the Chief and the President, in the District Officers Office and be marked "Not Approved"; Second by R. Giuliani. Affirmed 5 – 0.

8. ***The Security Key that goes in the USB Port for the District Computer is still missing and the password is needed also.***
9. ***Web Site – Have one Bid. Ken to get 2 more bids.***
10. ***Equipment to hook up DSL – after getting 3 bids for the web site.***
11. ***The Computer was placed with the District Secretary and everyone to whatever your level of need is can access it via phone line. Officers will be able to access it to input information. There is not a secure place to put it at the Fire Station.***
12. ***SOG 20 – next month***
13. ***Chief D. Schmoke was offered a District Cell phone and he said he doesn't need it.***

WORKSHOP planned for 9/11/03. Next Meeting is September 25th.

**Meeting ADJOURNED by motion of T. Martell; Second by J. Smith at 10:45 p.m.
Affirmed 5 - 0.**

Respectfully Submitted,

**Elizabeth Andrews
Secretary, Union Vale Fire District**

Tuesday, September 23, 2003

Union Vale Fire District Minutes September 25, 2003 - 7:40 pm

PRESENT: Commissioners - Ken Andrews, Tom Martell, Carlos Mina, Jim. Smith, Rich Giuliani,
Distr. Treas. Cathy Speidell, Distr. Sec. Betty Andrews, F. C. Chief David Schmoke, F. C.
President Bill DeSomma & 18 from the public

MEETING OPENED by Chairman K. Andrews.

PLEDGE to THE FLAG

MOMENT of SILENCE for PAST COMMISSIONERS & in support of our Troops.

AGENDA: Motion to approve by R. Giuliani; Second by J. Smith. Affirmed 5 – 0.

SECRETARY'S MINUTES: Motion to approve as corrected by J. Smith; Second by R. Giuliani.
Affirmed 5 -0.

PUBLIC COMMENTS:

- 1 Lissette Hitsman – Motorcycle Event at Tymor Park went very well.
- 2 Charlie VandeBogart –
 - Computer access – It was explained that dial up access will be available to the appropriate people.
 - Questions answered re: 67-51 & commissioners took them under advisement; Truck Committee is made up of the 5 Commissioners and the 3 Chiefs
- 3 Cindy DiCintio – questions from Safety Officer answered.

FIRE COMPANY PRESIDENT'S REPORT: Pres. B. DeSomma –

9. Firematic Group –. Bylaws are almost complete; Commissioners requested a copy by the workshop.
10. House Use – Motion by C. Mina; Second by T. Martell to approve the following House Use requests: Nov. 8th (St.1)– Ambulance Corps Ham Supper (John Begley; the 3rd Thursday of each month from 7 – 9 pm (St. 1) November through April for Home Bureau (Alice Dickson); December 2nd (St. 1) from 5:30 – 9:30 pm (John Farmer); October 25th Penny Social, November 15th Craft Fair, December 6th Seniors Dinner (U.V. Auxiliary). Affirmed 5 – 0.
11. New Members – None
12. Leave of absence – Letters should be given to the District Secretary.
13. Advised the District of letter received by the Dept of Transportation re: removal of 2 trees on the S.W. side of the Firehouse. There is no charge for this service. Letter attached to original minutes.

AMBULANCE REPORT:

10. John Begley read written Rescue Squad Report.
11. Motion by R. Giuliani; Second by J. Smith to approve new EMS Policy. Affirmed 5 – 0.
12. Motion by R. Giuliani; Second by J. Smith to stay with Sole Source (Phillips) and purchase the Phillips Defibulators. Affirmed 5 – 0.
13. Motion by R. Giuliani; Second by T. Martell to purchased 4 Federal Warning System Radios after getting 3 Bids. Affirmed 5 – 0.
14. Motion by R. Giuliani; Second by J. Smith to put Diamond Plate Trim on both Ambulances on the front of the box for \$1500 for each ambulance by Ortiz (3 bids have been received from Ortiz (Hopewell), Custom, and Turnick). Affirmed 5 – 0.
15. Request that the board be notified when the town has a large event so that the Rescue Squad would be aware so that there is adequate EMS protection. John to make a request at the next Town Board Meeting.

CORRESPONDENCE

- Letter from Attorney re: Specs for 67-51
- Letter from UVFD – already discussed under Presidents report.
- Specs for 67-51 for bid to advertise to be sent to newspaper next week.

CHIEF'S REPORT - Chief Dave Schmoke – read written report.

6. Station 1 generator battery replaced. District paid for new battery from Hitsman's. Chief Schmoke will check to see where it is.
7. BFIR's – Jan – June 2003 were mailed.
8. Hazmat Class – Attendance sheets and Tests given to the District Secretary to file.
9. Dry Hydrants – Marshall's Pond; Highview; ? E. Mountain
10. Motion by C. Mina; Second by R. Giuliani to purchase items requested by the Chief for \$8225.00. Affirmed 5 – 0.
11. Inventory; Chief Schmoke stated that he did not have time to work on it.
12. Letter submitted to the Board for consideration re: Rechassey of 67-51; attached to original minutes.

TREASURER'S REPORT: Read by Treasurer Cathy Speidell. Motion to accept treasurer's report as by R. Giuliani; Second by C. Mina. Affirmed 5-0. Motion to extend Repair fund CD # 7547 to 11/14/03 by R. Giuliani; Second by T. Martell. Affirmed 5 – 0.

Cathy will resend letter to Comptrollers office with a CC: copy to Senator Saland's office.

BILLS: Bills were signed and approved tonight by each commissioner.

STANDING COMMITTEES

St. 1 – (Tom) –

1. Brian Bernard – Project almost complete
2. Motion to purchase fertilizer for the Fireman's Park by T. Martell; Second by C. Mina. Affirmed 5 – 0.

St. 2 – (Carlos)-

- a. Motion to use Seal N Stripe to Seal blacktop at Station 2, using last years Bid, spending up to \$700. by C. Mina; Second by J. Smith. Affirmed 5 – 0.

Motorized Equipment (J. Smith) –

8. Jim Terry did repair 67-11. Jake Brake needs to be checked.

OSHA Compliance (J. Smith) – PESH – Right to Know Policy/Hazcom –finalized and needs to be posted; Handwashing and Bathroom signs will be ordered by R. Giuliani and posted and MDS books will be put in each Station. Motion to approve policy by R. Giuliani; Second by J. Smith. Affirmed 5 – 0.

Check Review – (C. Mina) - OK

Insurance – (K. Andrews) – Insurance Safety Inspector met with C. Mina and T. Martell. Back up policy was suggested as well as setting up account with the Lens Program and weighing the 2 Utility trucks. To work on Backing up policy at workshop. Motion by T. Martell; Second by R. Giuliani to request the Secretary set up an account on the Lens Program Web Site and get a list of drivers. Request of Chief Schmoke by Commissioners to get both Utility Trucks weighed.

Purchasing – R. Giuliani –

1. Motion for T. Martell to proceed with completion of tax-exempt credit card from Sam's Club with the appropriate names listed (Tom, Rich, Betty, Cathy) for district purchases by C. Mina; Second by R. Giuliani. Affirmed 5 – 0.
2. Motion by J. Smith; Second by C. Mina to purchase Web Site UVFDNY.com that will be managed by District Secretary and K. Andrews. Affirmed 5 – 0. Multiple Bids were received.
3. Motion to shut down the Firehouse .com web site and make the new site our official web site by R. Giuliani; Second by C. Mina. Affirmed 5 – 0.
4. Motion by T. Martell; Second by R. Giuliani to go to Staples and have them make 20 SOG Books. Affirmed 5 – 0.

5. Motion to approve VF-2 Policy by R. Giuliani; Second by C. Mina. Affirmed 5 – 0. Motion by R. Giuliani; Second by T. Martell to approve updated Physical Policy. Affirmed 5 – 0. VF-2, EMS, Drug & Alcohol Testing, Right to Know, and Updated Physical Policy to be printed and all 5 mailed out together.

Physicals (Assist. Secretary, E. Tillman) – Certified letters have been mailed; Waiting for responses.
Fit Tests for anyone who needs one and is not scheduled for a physical will be 10/21 at Station 1 at 6:30 pm and 10/27 at Station 2 at 6:30 pm. If those dates are not convenient, there are other times available; talk to T. Martell.

Fire Advisory – (Don Spaeth Sr.) Nothing new

Long Range Planning Committee – T. Martell

OLD BUSINESS

1. Fall Workshop Reminder
2. New District Frequency – 460.0625; Repeater – 465.0625

NEW BUSINESS

1. Defensive Driving 10/6 & 10/8. Motion by C. Mina; Second by J. Smith for the district to pay \$40 for members and \$20 for Spouses for class. Affirmed 5 – 0.

WORKSHOP planned for 10/9/03. Next Meeting is October 23rd.

Meeting ADJOURNED by motion of J. Smith; Second by C. Mina at 10:40 p.m.
Affirmed 5 - 0.

Respectfully Submitted,

Elizabeth Andrews
Secretary, Union Vale Fire District

Thursday, October 23, 2003

Union Vale Fire District Minutes
October 23, 2003 - 7:45 pm

PRESENT: Commissioners - Ken Andrews, Tom Martell, Carlos Mina, Jim Smith, Rich Giuliani,
Distr. Treas. Cathy Speidell, Distr. Sec. Betty Andrews, F. C. Chief David Schmoke, & 10 from
the public

MEETING OPENED by Chairman K. Andrews.

PLEDGE to THE FLAG

MOMENT of SILENCE for PAST COMMISSIONERS & in support of our Troops.

AGENDA: Motion to approve by J. Smith; Second by C. Mina. Affirmed 5 – 0.

SECRETARY'S MINUTES: Motion to approve as corrected by J. Smith; Second by R. T. Martell.
Affirmed 5 -0.

PUBLIC COMMENTS:

- 4 Tom Farmer – request executive session re: The Workplace; Motion to add to agenda
under standing committees by R. Giuliani; Second by C. Mina Affirmed 5 – 0.

CORRESPONDENCE

- Letter from Attorney Bill Young re: Explorer Post Program. Recommendations need to be made to the by – Law committee and the Explorer Troop. Copy of letter to be given to John DelBene.
- Second Notice received for the County Association of Fire District; Next meeting is Tues, 10/28/03 at W. Clinton Station 1 at 7 pm. Motion to pay annual dues of \$125 by T. Martell; Second by R. Giuliani. Affirmed 5 – 0.
- NFPA Membership Renewal. Motion by R. Giuliani; Second by J. Smith for Cathy (treasurer) to follow up to apply for membership. Affirmed 5 – 0.
- Attorney Letter from Paul Gillan, Jr. (Iseman, Cunningham, Reister & Hyde, LLP) re: EMS clients and new law that took effect on 9/1/03 about responding to Subpoenas for Medical Records. Recommend reviewing the district's record request policy.
- Fusileers House use request for Hope Party on 12/6. Motion made by T. Martell pending Fire Company approval; Second by C. Mina. Affirmed 5 – 0. The date conflicts with the Auxiliary Seniors Dinner. Chief Schmoke will contact the Fusileers. Charlie VanDeBogart requested house use on 11/16/03 (11/15/03) if unavailable. Motion to approve 2 house uses noting that there is a conflict on 12/6 that needs to be worked out by the Fire Company by R. Giuliani; Second by J. Smith. Affirmed 5 – 0.
- Fire District Affairs Newsletter distributed.
- NYS Association of Fire District Scholarship applications for High School Students available.
- Sept. 24th injury of member received from Fire District Mutual that was not previously reported. Discussion deferred to Executive Session.

TREASURER'S REPORT: Read by Treasurer Cathy Speidell. Motion to accept treasurer's report an by J. Smith; Second by T. Martell. Affirmed 5-0. Motion to move CD # 7383 to general savings by R. Giuliani; Second by T. Martell. Affirmed 5 – 0. Motion to take the \$90,000 of the Repair Fund CD #7547 to hold for use for the amount needed to rechassis of 67-51 if it goes into contract before the next regular meeting and put the balance into the repair fund for 6 months.

BILLS: Bills were signed and approved tonight by each commissioner.

CHIEF'S REPORT - Chief Dave Schmoke – read written report.

1. 67-14 is out of service for tank repair for another week and one half.
2. 67-61 weighed at 8,080 with driver and 4800 for rear axle
3. 67-62 – not weighed yet; Chief to e-mail K. Andrews the report and the information off the sticker for the insurance company.
4. Car 1 needs service. Request to have Nancy Bose to take to Highland Ford (where she works) to service. Commissioners request that an account be set up.

5. *BFIR's are completed & mailed through June 2003. Ran out of blank forms- just received more forms last Tuesday and plan to work on them this weekend. "I don't have any data for 2002". Chief stated that he received a letter from FEMA stating, "that we were rejected on the FEMA grant on the reason that they do not pay to upgrade equipment. What we put in for was to upgrade the packs and turnout gear. They pay for new equipment, but not upgrades". Chief stated, "I don't have the letter with me, but I have it at home."*
6. *Ladder Testing – "we still have to do the wash and wax". Waiting for Nichols to complete the ladders being tested.*
7. *Training for prior month – Record given to the District Secretary*
8. *Monday, 10/27/03 – Hazmat Refresher in Millbrook at 7 pm. Other training listed on report.*
9. *Dry Hydrants – Chief to purchase 2 bags of Quick Crete at Dills.*
10. *Request to purchase 3/4 " Booster hose (200') @ \$708. Motion to purchase pending 2nd bid by T. Martell; Second by C. Mina. Affirmed 5 – 0.*
11. *J. Begley's ambulance Report is attached and Chief stated that he had no problem with John giving his own report at the meeting.*
12. *Truck Checks need to be done weekly. SCBA inspections have not been turned in this month. Chief to follow up with Captains.*
13. *Call Volume Report is attached.*
14. *Inventory – No Report*
15. *Response to calls not toned out - K. Andrews reminded Chief that we are not covered by insurance unless we are requested (TONED OUT) per NYS Volunteer's Benefit Law. Incident to be discussed during Executive Session.*
16. *OSHA Compliance Report given to T. Martell.*
17. *F.C. President's Report - B. DeSomma is away.*
 - *1 applications for active membership approved by the Fire Company*
 - *Leave of absence – 2 – 1 Medical; 1 out of area. To be discussed in Executive Session.*
18. *Pre Plan for Schools – Chief has a drawing of floor and site plan.*
18. *Rescue Squad Report – Written report read by J. Begley*
 - *Motion to upgrade the lights on 67-72 as recommended by J. Begley, by R. Giuliani; Second by C. Mina. Affirmed 5 – 0.*

Motion by T. Martell to go into Executive Session at 9 pm to discuss personnel issues; Second by R. Giuliani. Affirmed 5 – 0.

- *K. Andrews reported that the commissioners took the information re: the workplace under advisement.*
- *Motion by R. Giuliani that the application of new member not be accepted; Seconded by C. Mina. Affirmed 5 – 0.*

STANDING COMMITTEES

St. 1 – (Tom) –

1. *Brian Bernard – Project almost complete; concrete work is done; Sink is ordered for handicap accessibility. Projected to be done by the ham supper. Septic design to be discussed at the workshop.*

St. 2 – (Carlos)-

1. *Yellow Stripes still need to be put out on the ramp.*

Motorized Equipment (J. Smith) – 67-14 out for a couple more weeks.

OSHA Compliance (J. Smith) – done

Check Review – (C. Mina) - OK

Insurance – (K. Andrews) –

1. *discussion re: quote of the premises. Motion by R. Giuliani to accept the Insurance Companies recommendations of increasing coverage to the replacement cost on buildings; based on square footage. (Station 1 to 964,511 & Station 2 to 602,861); Second by J. Smith. Affirmed 4 – 0. (T. Martell was not present). The cost will increase \$700.*

Purchasing – R. Giuliani –

1. Rich will try to get another quote for the Electrical hook up by the workshop.
2. Needed to get 3 bids on the holmatro tool

Physicals (Assist. Secretary, E. Tillman) – Discussed in executive session

Fire Advisory – (Don Spaeth Sr.) Nothing new

Long Range Planning Committee – T. Martell – No Action

Computer – R. Giuliani gave Chief 7 applications/License agreements. If they are filled out and signed by the workshop or the next meeting for PC Anywhere a disc will be given to those people and we will create ID's for them. Rich requested that the Chief give one to John Begley.

OLD BUSINESS

3. Associations – AFDDC – W. Clinton on 10/28.
AFDSNY Workshop – will be Hands-on Live Fire Training available
4. Policies & SOG books are being worked on.
5. District Frequency – have license; discussion re: antenna; put off until next month; waiting for bids on the repeater.
6. 67-51 Truck Committee – met with bidders; Meeting for bids will be on 10/30 to review.
7. New Web Site is being updated – UVFDNY.COM

NEW BUSINESS

1. Need to work on policy at workshop re Responding to Subpoenas for Medical Records
2. Motion by R. Giuliani to accept and distribute Safe Driving Guidelines Policy; Second by C. Mina. Affirmed 5 – 0.
3. Rich to work on policy for Physicals.
4. Neville – 10/31 & 11/1 – Rich going for day both days and anyone is welcome to go with him.

T. Martell had to leave the meeting at 10 p.m. after the motion made under new business. Agenda changed to accommodate.

WORKSHOP planned for 11/13/03. Next Meeting is November 21th.

Meeting ADJOURNED by motion of J. Smith; Second by R. Giuliani at 10:20 p.m.
Affirmed 4 - 0.

Respectfully Submitted,

Elizabeth Andrews
Secretary, Union Vale Fire District

Thursday, November 20, 2003

MINUTES OF SPECIAL MEETING

October 30, 2003

The special meeting was called to order at 8:05 pm at Union Vale Fire Station 1 for the purpose of opening bids for the re-chassis of 67—51. Present were Commissioners Rich Giuliani, as acting Chairman, Tom Martell, and Carlos Mina. Also present were Chief Dave Schmoke, Cathy Speidell as acting secretary, Bob Duncan representing Nichols Fire Apparatus, Jim Terry Jr. representing Tyler Fire Equipment Co. and Stan Clark representing Twin Lights Milford Body Shop, Inc., Don Spaeth Jr. and Loren Pinckney.

1st bid: Twin Lights, Milford, Ct. (Stan Clark representing) bid received with exceptions in the amount of Sixty-eight Thousand, One Hundred Ninety dollars and fifty cents, (\$ 68,190.50) refer to bid. Non-collusion certificate is enclosed.

2nd bid: Nichols Fire Apparatus (Bob Duncan representing). No bid for Re-chassis. New Truck E-One Model AN 12 Ford 550 4 x 2 2 dr. chassis. New Truck as specified with trade-in in the amount of One hundred Two thousand, one hundred ninety-nine dollars and no cents, (\$102,199.00). Note: If Contract is awarded within 30 days of this date discount of \$3,199.00 would apply for net price of \$99,000.00. Non-collusion certificate is enclosed.

3rd bid: Tyler Fire Equipment (Jim Terry Jr. representing). Re-chassis 67-51 of Seventy-nine thousand, seven hundred seventy-seven and no cents. (\$79,777.00). Also a second option for a new Ford 550 2dr 4 x 2 12' walk around rescue; \$142,622.00 for a brand new Ford 550 2dr 4 x 2. Third option International 2 dr, 16' walk around rescue \$189,589.00.

4th bid: Sutphen Corp. represented by Mike Myers, for a re-chassis; total cost Sixty Thousand, six hundred ninety two dollars and no cents, (\$60,692.00). No alternate bid.

No chassis were included in bid pricing.

Motion by Carlos Mina to close meeting, seconded by Tom Martell. All approved. Meeting closed at 8:15 pm.

Respectfully submitted, Cathy Speidell Acting Secretary
Union Vale Fire District

Union Vale Fire District Minutes November 21, 2003 - 7:45 pm

PRESENT: Commissioners - Ken Andrews, Tom Martell, Carlos Mina, Jim Smith, Rich Giuliani, Distr. Assistant Treas. Elfriede Tillman, Distr. Sec. Betty Andrews, F. C. Chief David Schmoke, & 8 from the public

MEETING OPENED by Chairman K. Andrews.

PLEDGE to THE FLAG

MOMENT of SILENCE for PAST COMMISSIONERS.

AGENDA: Motion to approve by T. Martell; Second by J. Smith. Affirmed 5 – 0.

SECRETARY'S MINUTES: Motion to approve as corrected (Treasurers Report – (90,000 of the \$107,000 for rechassis) by R. Giuliani; Second by T. Martell. Affirmed 5 -0. Motion to approve the minutes from the Special Meeting on Oct. 30, 2003 re: Bid Opening by T. Martell; Second by R. Giuliani. Affirmed 5 – 0.

PUBLIC COMMENTS:

5 Lissette Hitsman – problem with drop-off, while paving Wingdale Mt. Rd.

CORRESPONDENCE

- Letter – VFIS re: Vehicle Driver Training Class on 12/6 at Red Hook Fire House; sign up – ASAP.
- Fire District Affairs – passed out
- Assoc. of Fire District Minutes - next meeting at Dutchess Junction on 11/26
- VFIS News letter
- Letter of intent for Fire Commissioner from Silvio Tagliamonte

TREASURER'S REPORT: Read by Assistant Treasurer Elfriede Tillman. Motion to accept treasurer's report an by R. Giuliani; Second by J. Smith. Affirmed 5-0. Motion that CD # 7386 not be renewed; it should be rolled into the General Savings Account by R. Giuliani; Second by C. Mina. Affirmed 5 – 0. .

BILLS: Bills were signed and approved tonight by each commissioner. Motion by C. Mina; Second by J. Smith to pay bill for Invoice #30939 with letter attached stating that in the future that the District does not approve of pumping raw sewage from the septic tank, unless a Septic Waste Removal Company pumps it. Affirmed 5 – 0.

CHIEF'S REPORT - Chief Dave Schmoke – read written report; attached to minutes.

1. 67-12 – Mattydale repaired
2. 67-13 – light box never has been wired in; will ask Jim Terry to repair next time he is here.
3. 67-14 – brake light repaired
4. 67-62 – heat shield off exhaust manifold
5. Station 2 outside alarm button not working – will call Alarm Company.
6. BFIR's – finished through August.
7. Buddy to Boss Seminar – 12/6 & 12/7 changed to January– Millbrook Firehouse
8. Oct & Nov. SCBA check sheets for both Stations given to Secretary
9. FEMA Grant application
10. P C Anywhere – has 3 signed applications from Kevin Granger, Bill DeSomma & Dave Schmoke.

Resolution: Board advised Chief Schmoke to require Safety Office to take the required training in January or April at Camp Smith. In the future a Safety Officer will be required to take the training within 6 months of the appointment.

T. Martell has 10 pagers that were donated by LaGrange Fire District for the Explorers Post 67. R. Giuliani to get 3 bids to reprogram them.

Motion to approve purchase of the Booster line and reel by J. Smith; Second by C. Mina. Affirmed 5 – 0.

Motion to pay for up to 10 people to go to the Buddy to Boss Training at \$30 in advance or \$35 at the door by J. Smith; Second by C. Mina. Affirmed 5 – 0.

R. Giuliani will take or 67 – 14 and 67 – 71 for tires this week; this was approved 2 months ago

Chief D. Schmoke preferred that the Rescue Captain and President give their own reports. In future chief's reports D. Schmoke agreed to include BLS & ALS Ambulance Calls at the request of the Commissioners..

Rescue Squad Report – J. Begley sent his written report

President's Report – Bill DeSomma

- 11/22 – Fusileer's Home Party was rescheduled
- Hose Use / Applications - None
- Post 67 – Gear was given to the Chief for them from PA
- Discussion re: bylaws and letter from Attorney. Letter and recommendations to be given to John DelBene. The Board is looking for very defined rules for the Explorer Post.
- Motion to renew Explorer's Post for \$80 by T. Martell; Second by R. Giuliani. Affirmed 5 – 0.

Board requested that the Chief change the locks at both stations ASAP

STANDING COMMITTEES

St. 1 – (Tom) –

2. Brian Bernard – finishing of the floor and bathroom in progress.
3. Stormville Oil needs to be called - furnace keeps backfiring

St. 2 – (Carlos)-

1. The ramp still needs to be stripped.

Motorized Equipment (J. Smith) – 67-14

OSHA Compliance (J. Smith) – done

Check Review – (C. Mina) - OK

Insurance – (K. Andrews) –

1. Buildings are insured at replacement value and also to code.
2. Have not called re: mailbox claim. Motion to purchase a new mail box by R. Giuliani, Second by C. Mina. Affir,e, 4-0.

Purchasing – R. Giuliani –

Physicals (Assist. Secretary, E. Tillman) –. 1 No Show.

Fire Advisory – (Carlos.) Nothing

Long Range Planning Committee – T. Martell – Maintain Course with 67-51

OLD BUSINESS

8. Associations – K. Andrews reviewed County Minutes
 - Milan received grant for \$90,000 to upgrade their SCBA's
 - Gov. Patacki signed a law that puts criminal penalties on anyone who obstructs the work of an EMT. This used to be for Police only.
 - Fireline can be found on web site that the County is developing – www.Dutchess.gov
 - The County is receiving 911 calls. Verizon and Nextel are still going to the State Police, but that should be changing by January.
 - Firefighter Basic will change after April. Other new courses will begin in April.

9. 67-51 – Motion to accept the bid of \$60,692.00 to rechasses by R. Giuliani; Second by J. Smith. Affirmed 5 – 0. (Motion made prior to T. Martell leaving). Stutphen was the low bidder
10. R. Giuliani to get second bid from an electrician for drop cords in the truck bays.

NEW BUSINESS

5. Copier – R. Giuliani got 3 bids and recommends the HP 610 Scanner / Printer for \$399.98. Bids from Staples, Office Max & Office Max were received and the prices were within a dollar of each other. Motion to purchase copier for the District Conference from Staples by R. Giuliani; Second by C. Mina. Affirmed 5 – 0. (Motion made prior to T. Martell leaving).
6. Motion by R. Giuliani to lease repeater from A-1 Communications (low bidder); Second by C. Mina. Affirmed – 4 - 0; J. Smith abstained due to a conflict of interest. (Motion made prior to T. Martell leaving)
7. No Smoking Policy – Volunteer Fire companies are required to abide because there is a clear employer/ employee relationship. Law went in to effect July 2003. Motion made by T. Martell to put up No Smoking Signs; Second by R. Giuliani. Affirmed 5 – 0
8. Motion to replace mailbox damaged in November on Bloomer Road while responding to a house fire by R. Giuliani; Second by C. Mina. J. Smith to handle. Affirmed 4 – 0. (T. Martell had left).
9. Motion to encourage all members to get the Hepatitis B by R. Giuliani; Second be C, Mina. Affirmed 4 – 0.
10. SOG Books – after full set is put together it needs to go to Staples to have 30 copies made/
11. Snow Plowing – Station 1 K. Andrews will check with “Murphy”; Station 2 will continue to be done by Ralph Mondello.
12. Radio Frequency – discussion re: repeater and where to put on tower.

T. Martell had to leave the meeting at 9 p.m. after the 3rd item of new business;

Motion to adjourn meeting by R. Giuliani Second by J. Smith at 9:35 p.m. Affirmed 4 - 0.

Respectfully Submitted,

Elizabeth Andrews
Secretary, Union Vale Fire District

Friday, December 19, 2003

Union Vale Fire District Minutes December 19, 2003 - 7:35 pm

PRESENT: Commissioners - Ken Andrews, Tom Martell, Carlos Mina, Jim Smith, Rich Giuliani,
Distr. Treas. Cathy Speidell, Distr. Sec. Betty Andrews, F. C. Chief David Schmoke, & 13 from
the public

MEETING OPENED by Chairman K. Andrews.

PLEDGE to THE FLAG

MOMENT of SILENCE for Past Commissioners.

AGENDA: Request to add – meeting to be set up with Commissioners and all the fire and rescue line officers under New Business. **Motion** to approve by T. Martell; Second by C. Mina. Affirmed 5 – 0.
SECRETARY'S MINUTES: Corrections – Pg 2 under Standing Committees – 1. Finishing of the floor and bathroom still in progress. Pg 3 under New Business – 8. ...repeater and where to put on tower. **Motion** to approve Minutes as corrected by R. Giuliani; Second by J. Smith. Affirmed 5 -0.
PUBLIC COMMENTS: None

CORRESPONDENCE

- Fire Company – **Motion** to approve the 5-house use requests that are sponsored by the Fire Company (1/10, 2/7, 5/1, 10/16, 11/20) by R. Giuliani; Second by J. Smith. Affirmed 5 – 0.
- Fire District Affairs – passed out
- Letter re: Channel & Frequency Change for helicopter operations from the D.C.B.R.
- Confirmed that NFPA membership was renewed.
- Christmas Card from Clove Valley Lawn Care.
- Letter from Insurance Dept. re: 2% tax funds and electronic fund transfer. Letter put in Bill DeSomma's mailbox for him to handle.
- Taconic Press – advising of increase in advertising rates.
- Certificate of Insurance to be Posted at each Station
- Bug Buster's certificate of Insurance.
- St Francis Hospital – Bill for member; Secretary to forward to FDM Insurance.

TREASURER'S REPORT: Read by Treas. Cathy Speidell. **Motion** to accept treasurers report an by R. Giuliani; Second by J. Smith. Affirmed 5-0. **Motion** by R. Giuliani to take \$60,000 from general Savings and put \$30,000 into Motorized Equipment and issue a new CD (due in 6 months); put \$30,000 into the Repair fund and issue a CD to come due on 5/28. The Land Acquisition Fund issued for 1 year; Second by C. Mina. Affirmed 5 – 0. .

BILLS: Bills were signed and approved tonight by each commissioner.

CHIEF'S REPORT - Chief Dave Schmoke – read written report; attached to minutes.

11. Station 2 Siren – J. Smith said parts are on order by Best Security.
12. BFIR'S – completed through November.
13. 2003 Call Reports – Ambulance Runs are added from last July to present. Will check notes to be sure that Ambulance calls are not duplicated with Fire calls.
14. Forgot to bring Inspection Sheets.
15. Training – K. Andrews requested that the new officers get signed up for the classes that they need in light of the fact that one member was taken out of a class.
16. Training Record re: Confined Space Class was put in Secretaries mailbox.
17. R. Giuliani requested that Chief should be calling him before ordering flares and other items that are not maintenance or emergency items, so that they can be purchased from the least expensive vendor.
18. President was unable to attend meeting (his son is flying to Iraq) – No Report

19. Commissioners requested that
- Any new member rejoining the Fire Company must complete a new application showing their legal address as well as PO Box..
 - Copies are made of each active members Drivers license for the Lens program.
 - List of members that have left or on a leave of absence with a copy of their letter needs to be given to District Secretary to file.
- 10 Chief agreed to notified the Fire Company of the 3 previous requests.
- 11 Qualifications for Fire Police Officers – need to have taken Fire Police class, member of UVFC for at least 3 years and have a valid NYS Drivers License. The officers are annual appointments by the District. District recommended that the Fire Company consider changing their bi-laws to reflect that.
- 12 Pre Plans for Schools – None
- 13 Discussion re: Helicopter Operations.
- 14 Someone with a CDL license can only take trucks to Torrington, CT
- 15 Board requested that the Chief change the locks at both stations ASAP at November meeting. Locks are still not changed. Chief will give new combination to commissioners before end of meeting tonight.

Rescue Squad Report – Written Report read by Lt. Tim Murphy

- Effective 1/1/04 Version 5 PCR's will be used
- Medical Director is still Dr. Zellman. Will notify district of any changes.
- Suspected Sars patient – masks should be worn by the driver as well as the patient and the attendant.

Firematic Group – (John DelBene)

- District waiting for bids on reprogramming pagers.
- Bi-laws – Bill DeSomma is still working on.
- Suggested getting different colored Helmets for members.

. STANDING COMMITTEES

St. 1 – (Tom) –

4. Brian Bernard – finishing of the floor and bathroom in progress.

St. 2 – (Carlos)-

1. Siren

Motorized Equipment (J. Smith) – Ladder repairs done; 67-13 light box needs to be fixed.

OSHA Compliance (J. Smith) – done

Check Review – (C. Mina) – OK

Insurance – (K. Andrews) –

Purchasing – R. Giuliani –

- 67-62: installation of pump/hose/nozzle to be done by Jim Terry.
- Electrical hook ups – R. Giuliani will have bids for January meeting
- Defensive Driving Instructors – Working on bids.

Physicals (Assist. Secretary, E. Tillman) –. Billed for 1 No Show that was reversed One person has had 2 no shows. Should be up to date other that.

Fire Advisory – (Carlos.) Town reorganizational Meeting is January2nd when they appoint the Fire Advisory board. Decision will be made in Executive Session and a letter will be written to Supervisor Lisette Hitsman with recommendations.

Long Range Planning Committee – T. Martell – Maintain Course with 67-51

OLD BUSINESS

11. Associations – K. Andrews reviewed County Minutes

12. Policies – When the one on Physicals is done they will be mailed. And new SOG Books will be ordered.

13. *Grants – R. Giuliani to contact Greg Becker from Milan to assist us. Recommends applying to upgrade Scott Packs and for a Thermal Imager Camera.*
14. *District Frequency – Verbal okay to use the Pole from the Gun Club. Need to purchase an isolator at a separate cost of \$1100.*
15. *67-51 Truck Committee: (R. Giuliani) – Genesee Truck Sales - \$27,280 – with 8-week delivery. Suggestion was made for a Super Chasses Cab. It is not possible per design of box; need to stay with a regular cab. By buying the Chasses by State Bid we are saving approx. \$7,000. R. Giuliani to call to add chains which will cost another \$100.*
16. *Motion by R. Giuliani that the Fire Police Officer's will be an annual appointment by the district; considering the Chiefs recommendation. Officers must have at least 3 years of active membership, a valid NYS Drivers license and must have taken the Fire Police Class. Second by J. Smith. Affirmed 5 – 0.*
17. *Chief to give District Secretary form to send to the Dept. of Justice at Reorganizational Meeting.*

NEW BUSINESS

13. *Alcohol on District premises – discussion re: Wyoming firefighter and Fireline etc. Strong suggestions that Fire Companies should adopt No Alcohol Policies. R. Giuliani to get a copy of Milan's policy so a policy can be adopted.*
14. *Reorganizational Meeting/ Workshop – Thursday, January 8, 2004 7:30 pm at Station 1. Attorney Bill Young is available to attend.*
15. *T. Martell requested that a meeting to go over an agenda and a plan for 2004 be set up with the Chiefs, the line officers and the Rescue Squad Line officers before the reorganizational meeting. This will be a positive way to communicate. Meeting was set up for Monday, January 5 2004 at Station 1 at 7:30pm.*
16. *R. Giuliani will miss the January and February meetings due to work commitments.*
17. *Motion of Appreciation by R. Giuliani; Second by K. Andrews to Thank Carlos Mina for his commitment and dedication to the Union Vale Fire District; for his 6 years on the Board and all his years as past Lieutenant, Captain, Assistant Chief and Chief. We will be welcoming Sal Tagliamonte, but Carlos will be missed. Affirmed 5 – 0. Carlos turned in his keys (the Safe Deposit key, District Room key and mailbox) and his phone and they will be reassigned at the Re-organizational meeting.*

Executive session for personnel issue at 9:10 pm.

Recommendations for the Fire Advisory Board are Carlos Mina and Jim Smith. A letter of recommendation will be sent to the Town Supervisor. Personnel issue was resolved after talking with the Physicals Coordinator.

Motion to adjourn meeting by R. Giuliani Second by J. Smith at 9:45 p.m. Affirmed 5 - 0.

Respectfully Submitted,

Elizabeth Andrews
Secretary, Union Vale Fire District

Tuesday, January 6, 2004