

Pending Approval

Union Vale Fire District Board Meeting

JANUARY 28, 2009 AT STATION 1, VERBANK, NY

ATTENDEES: Commissioners – Dan Richards, John DelBene, Sal Tagliamonte, Tom Martell, Rich Giuliani, Secretary/Treasurer-Sharon Herb, Rescue Chief – Tom Murphy, Asst Chiefs – Mike Erts and Bill Griffin, Fire Company President – Dan McMorris and 3 from the public.

MEETING CALLED TO ORDER: Meeting opened at 7:40 pm with Salute to the Flag and a moment of silence for members who have gone before and for Jean Spaeth who is not feeling well.

AGENDA: Motion by John DelBene, second by Dan Richards to approve the agenda as modified for the evening. Motion was unanimously approved 5-0.

APPROVAL OF MINUTES:

Motion by Tom Martell, second by Sal Tagliamonte to approve the minutes from December 21, 2009 Board Meeting, January 11, 2010 Re-Org Meeting, January 11, 2010 Workshop, and January 20, 2010 Special Board Meeting as modified (Modified Jan 10th minutes to include Rod MacLeod, remove interim from Chief, fixed who seconded a motion. Modified January 20th removed interim from Chief.). Motion was unanimously approved 5-0.

PUBLIC COMMENT:

Ralph Mondello – wondering if Board of Fire Commissioners can appoint someone into the position of Assistant Chief until the vote. Rich responded The law does not allow us to do this. The Board can appoint a Deputy Chief but they would have to be a paid employee.

Report from Dan McMorris on Fire Company meeting, William P. Griffin Jr was elected by majority vote to be District Fire Chief.

Motion by Tom Martell, second by Dan Richards to appoint William P. Griffin Jr as Fire Chief. Motion was unanimously approved 5-0.

Motion by Tom Martell, second by Sal Tagliamonte to instruct the Fire Company to have another election for a nomination for 1st Asst Chief at their next regular meeting. Motion was unanimously approved 5-0.

CORRESPONDENCE:

- Misc. Magazines and Catalogs
- Firefighter One request for Tax Exemption forms – planned to be mailed 1/29/2010
- Request from State Farm for a fire report from fire on 1/1/2010. I printed the report from FireHouse. Planned to be mailed 1/29/2010.
- Paperwork from State on 2% Insurance Money. Planned to be mailed 1/29/2010
- Greg Becker contract for Grantwriting – needs to be signed by Rich, to be mailed 1/29/2010
- Haight Fire Equipment is now the authorized dealer for Mako Compressors for future warranty or service work.
- Dutchess Quarry sent in a new price list

- Home Depot requested verbally over the phone our Tax Exempt paperwork, I faxed on 1/21/2010
- RBC Wealth Management Portfolio Account Statement
- MES Contract was signed by Tom and faxed to them on 1/12/2010. Haven't received a signed copy back from them yet.
- EVOC Class at Red Hook Fire House on March 21, 2010 from 8:30 am to 4:30 pm
- Letter from RBC Wealth Management about Dave Rogers being invited into a new group
- Hopewell Fire Apparatus – after doing PMs they want to know how you want to handle the following: 67-51 Air Flow issue; 67-62 old batteries; 67-14 command lighthouse needs to be rebuilt. Discussed one at a time, 67-51 the bags are covering the grate. 67-62 original batteries – Board says go ahead and replace. 67-14 have removed the lighthouse for rebuilding.
- Association of FD of Dutchess County Meeting 1/26/2010 at Alarm Headquarters.
- Received Transcare's Certificate of Liability
- Received Certificate of Liability from First Student
- MBIA Economic Commentary Letter
- RBC Wealth Management Portfolio Report
- Hudson Valley Regional EMS Council requested agency contact information. Sharon filled it out and faxed it on 1/27/2010
- Contract from Waterway for Hose Testing -- \$3470 for 2010 year. Tom recommends. We confirmed we have the money budgeted.

Motion by Tom Martell, second by Sal Tagliamonte to sign the contract with Waterway for Hose Testing. Motion was unanimously approved 5-0. It was requested not to chose a Parade day.

- Check received from MasterCard Matching Grant, put in Lisette's box
- Holiday Cards: Dover-Wingdale Playgroup; Knox Group; MedPro
- Thank you Cards: Joan VanDeBogart Family, Town of Washington Democratic Committee
- 2010 Annual Meeting of the Association of Fire Districts of NYS April 15-18 in Saratoga Springs, NY
- Solicitations: www.greenstateservices.com, Fire District Commissioner Training by Pinsky,
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Motion by Tom Martell, second by John DelBene to send up to 20 people to Middletown Fire Expo. Motion was unanimously approved 5-0.

Motion by Tom Martell, second by Sal Tagliamonte to have MES do an airtest for the compressor. Motion was approved 4-0-1 (Rich Giuliani abstained)

TREASURER'S REPORT:

BILLS: The abstract was signed. For a second half of December \$14,744.45 and for January \$70,102.36

- Abstract Signed.
- Airgas Bill – still receiving bills
- Having an issue with Home Depot – need to tell the cashier that you are tax exempt when you hand the credit card to the cashier. They seem to be having issues with removing our taxes, this is the first time, and it could have just been a bad phone representative.
- Wright Express Cards – have the online accounts set up as per Boards' request. Ordered two more cards for Commissioners – not received yet. Wright cards were given to the Chief to be distributed and should no longer be using the Sunoco, Exxon and Citgo cards.
- Need Reimbursements from HVNCTA \$387.97 – 4 items for Food, copies were given to Rich to reapply
- Need Reimbursement from Fire Company – Ring \$418.97 – sent request 1/16/2010 to Lisette

- Need Reimbursement from Fire Company – Plaque \$96.45 – Dan sent me documentation and I sent to Lisette on 1/28/2010.
- Cash Flow Report – Not the final one but should be very close to what we will have.
- EFS State Report – have installed the program. But since was still doing bills for December this week, will start on report soon. It is due at the end of February but hope to have done by the workshop (depends on jury duty).
- External Audit – Have touched base with Ted Eglit. Waiting to do audit since again just finished December’s bills.
- Below December Statement is only through Mid Dec. Does not include the bills that have been entered this week that were still December bills (Will do an updated report in February). Can tell you I will technically be in the negative at the end of the year (Audit Demerit last year) but the checks were not cut till today. I don’t like the idea of putting money in the checking account early since it doesn’t earn interest. Need to ask CPA if there is another way to avoid this demerit.

BOM: General Checking:	Balance as of 11/30/09	(\$19,076.43)	
	Less Account Payable bills	(\$30,537.31)	
	Deposit 12/21/2009	\$1,542.78	Reimbursement from RS&FC
	Deposit 12/2/2009	\$940.49	Insurance(toughbook)&HVNCTA
	Xfer from BOM Savings	\$52,000.00	
	Balance as of 12/31/09	\$4,869.53	
BOM: General Savings:	Balance as of 11/30/09	\$175,940.54	
	Xferred to BOM Checking	(\$52,000.00)	for Nov and Dec Bills
	Interest	\$61.28	
	Balance as of 12/31/09	\$124,001.82	
MBIA:General Savings	Balance as of 11/30/09	\$48,202.67	
	Interest	\$10.28	
	Balance as of 12/31/09	\$48,212.95	
MBIA:Acquisition Fund:	Balance as of 11/30/09	\$147,090.93	
	Interest	\$31.39	
	Balance as of 12/31/09	\$147,122.32	
MBIA: Repair Fund:	Balance as of 11/30/09	\$3,322.44	
	Interest	\$0.63	
	Balance as of 12/31/09	\$3,323.07	
MBIA: New Building Fund:	Balance as of 11/30/09	\$515.00	
	Interest - none until rate goes up	\$0.00	
	Balance as of 12/31/09	\$515.00	
	Total Assets	\$328,044.69	End of Month

Motion by Tom Martell, second by John DelBene to accept the Treasurer’s Report. Motion was unanimously approved 5-0.

CHIEF’S REPORT:

- 67-14 light tower needs repair
- 67-61 brakes need repair
- 67-51 lights out on side of it
- 67-13 has new wheel chocks, cracked lens

- 67-11 divider for hose bed
- Arson Checks – Sharon sent 1 current member (Greenough) and 2 potential member (A. Ollivett, A. Birritierri) on 1/19/2010.
- NFIRS Status – completed through 12/31 – sent to State through 12/31/2009.
- Equipment Return Status from members no longer active Casucci (radio & pager); Spaeth Jr. (portable and pager); Bull; Garland; K. Rutledge (uniform); D. Schmoke
- Resignation:
- Leave of Absence:
- New Members:
- County Weekend – cannot take AVET because already full have 10 people who want to go so far
- Officers Meeting tomorrow night Jan 28th

Motion by John DelBene, second by Sal Tagliamonte to spend up to \$100 on food for the Officer's Meeting. Motion was unanimously approved 5-0.

- Chief Council Dinner in PV have 14 people who want to go

Motion by Tom Martell, second by John DelBene to send up to 17 people at \$15 per person to Chief Council Dinner. Motion was unanimously approved 5-0.

Motion by Tom Martell, second by John DelBene to send up to 15 people with appropriate transportation to the County Weekend at Montour Falls. Motion was unanimously approved 5-0. Discussed will get the cheapest Rental Cars available.

Motion by Tom Martell, second by Dan Richards to rescind the motion on January 20th on the vehicle 67-1 and to offer it to the Chief with Be-Wise doing a detailing on it. Discussion about thinking of replacing this vehicle and getting something smaller. The vehicle has over 100,000 miles on it. The Board asked the Chief to review his recommendations and bring them to the Board. The Board unanimously approved 5-0.

- Accountability Tags – there are a lot of systems out there but the Chief wants to start using a system.
- 67-12 Scene lights – Rich will order
- Rich's Defib is MIA and he feels extremely bad about it going missing. Tom wants an incident report to be filled out for insurance purpose.
- Currently Dave and Tom are the only ones who have CAD access, The Board wants all 3 Chiefs to have it.

Motion by Tom Martell, second by John DelBene to add 3 Chiefs, Rescue Chief, Rescue Captain, 2 Station Captains and Secretary to the CAD system. Removing Dave from the system. Motion was approved 4-0 (Sal Tagliamonte had left the room temporarily)

- Training
 - 1) OSHA – March 1, 2, 3, 4 from 6 pm to 8 pm at New Hackensack
 - 2) Live Burn at Fountains – Probably Monday Night Drill - Billy
 - 3) CPS – John DeAngilo Signs of Abuse – Winter course

FIRE COMPANY'S REPORT:

President's Report – Dan McMorris

- Exercise Equipment Repair Status – Ultimate Fitness repaired the equipment but the belt slipped off of the treadmill afterwards. Tom Martell has called Ultimate Fitness to return and repair the treadmill since broke after service.
- New Members:
 - 1) Adam Ollivett reported to Secretary: physical (done), arson check (mailed 1/19), UVFD Paperwork(done), Town Resident

- 2) Anthony Birritieri – reported to Secretary: physical (informed but not scheduled), arson check (mailed 1/19), UVFD Paperwork (nothing needed), not Town resident but within 2 miles.
 - 3) Thomas Brown – reported to Secretary: she needs to contact him for physical, arson check (nothing done), UVFD Paperwork (done), not Town resident but within 2 miles.
 - 4) Charles VanDeBogart - reported to Secretary; she needs to contact him for physical, arson check (received document), UVFD paperwork (done), Town Resident
- 2) House Use:
- 1) Joann Griffin Spaghetti Dinner Fundraiser on February 27th at Station 1 from 4 pm to 8 pm. No alcohol will be served.
 - 2) Dan McMorris private party on March 14th at Station 1 from 11 am to 5 pm. No alcohol
 - 3) Fusileers – Friday Nights for practices as long as the building is not being used for anything else.

Motion by Tom Martell, second by John DelBene to accept the following House Uses. Motion was unanimously approved 5-0.

- 1) Joann Griffin Spaghetti Dinner Fundraiser on February 27th at Station 1 from 4 pm to 8 pm. No alcohol will be served.
- 2) Dan McMorris private party on March 14th at Station 1 from 11 am to 5 pm. No alcohol
- 3) Fusileers – Friday Nights for practices as long as the building is not being used for anything else.

Rich Giuliani thanked Dan McMorris for his efforts at this very difficult time and praised him on how well he handled his first Fire Company meeting.

RESCUE SQUAD'S REPORT:

Rescue Chief – Tom Murphy.

- EQUIPMENT:
 - 67-71 – OK
 - 67-72 – no complaints, except for some rattling of the side patient door – seems to be the latch. Epi Pens have been replaced on both ambulances. Expiration dates expired. To dispose of expired Epi pens the pharmacist suggested that we empty the pens into an old piece of fruit, preferably an orange or grapefruit. At our next training session we will go through the Epi protocols and practice on an orange. Patient door is having issues. Tell Tom to take the vehicle to Precision and have them look at that door.
 - 67-8 – Lights have been completed, radios moved, emergency lights & siren control switches moved so they can be more safely operated while in motion. Wig/Wag has been put on separate switch so that it can be turned off at night while parked. This will serve not to blind oncoming traffic. The bill will be submitted to the Board so they can pay the portion they agreed to in 2009. The exhaust manifold was cracked and had to be replaced – warranty work, at the time they also replaced the air filter (said the original one was still in place). Had a problem with the battery – the screws holding the terminals were corroded and the ground screw kept coming loose and shorting out, thus discharging the battery. Application submitted to the DOH to certify 67-8 as an Emergency Ambulance Service Vehicle sent in January 21, 2010.
- PURCHASE REQUEST: remote start estimate \$350 from Bestbuy

Motion by Tom Martell, second by John DelBene to do the aftermarket remote start because Audia Motors does not offer this. The estimate is \$350 from Bestbuy. Motion was unanimously approved 5-0.

- PCR: Called HVREMSCO concerning letter that Sharon received regarding PCRs. The region stated that that was a Form letter sent to everyone. And as far as I know all our PCRs have been submitted to the region. The Region only sent us 90 PCRs instead of the usual package of 250, since their records show that we only use about 20 PCR's per month. This is considered a three month supply. They have not received any of the newly printed ones as of this writing. Master copies are available from the State if the district wishes to print their own. At the last DCEMSCO meeting, we were informed that the word is that this will be the last time that the state prints PCRs. Neither the Region nor the county have made a decision on who will be responsible for printing them in the futures. It seems that the direction in the state is to go to electronic PCRs. HVREMSCO has made no decision on which

electronic PCR is used, going along with the state mandating a PCR, but not the one that is to be used. The Region has no recommendation as to PCR software, but indicated that there are two packages being used in our region: ESO Solutions, used by some EMS providers in Orange County, this is a web based software, and ZOLL which is being used by Mobile Life. I think that we should be looking into e-filing for the future and would like to work on a grant to provide this for the Rescue Squad. Help is needed in applying for a grant.

- Paperwork for Certification of 67-8 as BLS Car was mailed to State on 1/21/2010.
- Walgreens was unable to process our request for albuterol and epi-pens. Beekman Pharmacy has agreed to fill our prescriptions

	67 - 71 DEC	67 - 71 YTD	67 - 72 DEC	67 - 72 YTD	67 - 79 DEC	67 - 79 YTD	TC OFF HRS DEC	TC OFF HRS YTD
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DISPATCH

Weekend	7	53	4	41	0	0	0	18
M - F Day	3	15	3	14	18	185	0	0
M -F Evening	5	53	1	31	0	0	0	11
TOTAL DISPATCHES	15	121	8	86	18	185	0	29

LOCATION

Town

Station 1	6	73	0	11	4	39	0	0
Station 2	7	25	8	80	4	59	0	0
Fountains	1	17	0	1	10	84	0	29
Schools	0	0	0	0	0	2	0	0
Mutual Aid	1	9	0	1	0	3	0	0

**DISPOSITION
(#PCR's)**

(NB: only for Oct., Nov., & Dec.)

Transport ALS	5	10	2	7	14	117	0	3
Transport BLS	8	11	3	4	0	23	0	0
RMA	1	3	4	6	4	27	0	0
No Patient Contact	0	1		0	0	11	0	0
Standby Other Unit	0	0		0	0	5	0	0
Transported Other	0	1		0	0	1	0	0
TOTAL PCR'S WRITTEN	15	27	9	17	18	186	0	3

STANDING COMMITTEES:

- Station 1 – John DelBene, Sal Tagliamonte – door knobs are upstairs and door closer on kitchen
- Station 2 – Dan Richards, Rich Giuliani – always on light, have someone coming to look at it. Another rug to put upstairs in front of bathrooms (Sharon will call)
- Check Review – Tom Martell did on January 20, 2010
- Motorized equipment – Richard Giuliani – already discussed, need to do pump test in 2010 since we skipped 2009.
- Purchasing – Rich Giuliani – request a Vertex 921 Radio UHF Radio with VHF Receive – like to Demo that radio for our officers because it has a lot of information that goes across the 911 channel that we do not hear. \$587.50 for one to see.

Motion by Sal Tagliamonte, second by John DelBene to approve the purchase of 1 Vertex 921 Radio for \$587.50. Motion was unanimously approved 5-0.

Need to order 1 truck radio VX2200, we are short one

Motion by Tom Martell, second by John DelBene to approve the purchase of one truck radio VX2200 and to be installed by A-1 for approximately \$500. Motion was unanimously approved 5-0.

How are we set on portable radios? Pricewise can buy new for \$195 versus \$130 for repair

- Physicals – Sal Tagliamonte – nothing new
- Fire Advisory Board – John DelBene & Dan Richards – nothing new
- Long Range Planning – Tom Martell – discuss at workshop
- Insurance – Tom Martell -- need a report for lost AED.
- Capital Project (TBD) - John DelBene & Dan Richards – discuss at workshop
- Explorer Liaison – John DelBene – July 5-9, Fort Worth, Fire Exploring Conference – Limited time offer. Dan isn't keen on this since we haven't taken advantage of Explorer Weekends at Montour. Tom would rather spend money on our officers to go to training/conferences.

PHYSICALS:

- Need to schedule physical night April 14th or 28th. The Board would like April 14th. Ask TEK to redesign and streamline, possibly using tag system telling people where to go, don't let them decide.
- List of Members sent to TEK for Random Drug Testing List

LENS:

- Property Damage - several

FIRE HOUSE SOFTWARE:

- Call Sheets – entered thru Dec. 31st; All reports are online including new LOSAP Paperwork report. Officially posted 1/21/2010 with the help of Carlos.
- NFIR status – Sharon sent to State through 12/31/2009.
- NFIR/PCR status – Tom Martell has the laptop for doing entry – done thru Jan 27th, will give Sharon the computer at the end of the month. Also started entering the PCRs, have sat down with Tom Murphy on some procedures.

OLD BUSINESS:

- Ambulance Corps Status – no update
- 2008-2009 FEMA Grant Generator Status – FEMA opened the Closeout on Tuesday 26th. I believe the closeout paperwork is done. Sharon will submit it this coming week.
- 2009-2010 FEMA Grant – Request for Holmatro Upgrade – grants are just starting to trickle in
- 2010-2011 FEMA Grant – no guidelines yet
- Training Requirements for Officers – would like to add term limit for Chief of the Dept. Copies of the Draft were given to the Chief to discuss with his officers.
- American Tower Contract Status – nothing new

NEW BUSINESS:

- Audia Motors have used them twice in January for repair to 67-8 (\$29.95 for Air filter paid with Sharon's credit card on 1/14/2010 and \$47.50 Battery paid on 1/20/2010). Do we want an account? The Board said Yes.
- Missed Reardon Briggs as Preferred Vendor do you want to add?

Motion by Tom Martell, second by John DelBene to add Reardon Briggs as a Preferred Vendor. Motion was unanimously approved 5-0.

- Access to the office – Sharon would like to confirm the names -- Billy will go through the list with me.
- Need to Surplus SCBA Gear. – is industrial SCBA and can't be used in Fire, so need to surplus it

Motion by Tom Martell, second by Sal Tagliamonte to surplus the SCBA but not the bottles. Motion was unanimously approved 5-0.

- Setting Temperatures at both Stations –Discussion: we have problem of with people not turning the thermostat back down once they move it higher. Need to remember we have added two new zones at Station 1 for the upstairs which we converted from Electric. Also the Radiant heat in the truck room was not decided on short notice and had Board approval.
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Motion by Dan Richards, second by Tom Martell to set the maximum temperatures at Station 1 and Station 2 to 68 degrees for the Meeting Rooms, 68 degrees for the Bar Room, 65 degrees for the Exercise room, and 65 degrees for the Truck Room with a minimum in the Truck Room of 55 degrees. Motion was approved 4-1 (Sal Tagliamonte voted no). If necessary new thermostats will be bought.

- Grants – Sharon applied to US Smokeless Tobacco for an ATV/Off Road Vehicle on 1/14/2010. It was an online application that had a January deadline. The other ones would like to table until workshop for discussion.
- First Aid CPR Class – Members need CPR Class, Tom Murphy will take care of it
- County Commissioner Dinner in September 4th Tuesday of the month

Motion by Tom Martell, second by John DelBene to host the County Commissioner Dinner on September 28, 2010 at Station 1. Motion was unanimously approved 5-0.

EXECUTIVE SESSION: NONE NEEDED

ADJOURNMENT: Motion by Tom Martell, second by John DelBene to adjourn at 9:45 pm. Motion was unanimously approved 5-0.

Respectfully Submitted, Sharon Herb, Secretary/Treasurer