

Pending Approval

Union Vale Fire District Board Meeting

APRIL 21, 2010 AT STATION 1, VERBANK, NY

ATTENDEES: Commissioners – Dan Richards, John DelBene, Sal Tagliamonte (left 9:45 pm), Rich Giuliani, Tom Martell, Secretary/Treasurer-Sharon Herb, Chief – Bill Griffin, Asst Chief – Mike Erts, Roy Robertson, FC President – Dan McMorris, and 2 from the public.

MEETING CALLED TO ORDER: Meeting opened at 7:35 pm with Salute to the Flag and a moment of silence for members who have gone before us and for the friends and family of Frank Kelly who was a past chief and founding member of Dover.

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

APPROVAL OF MINUTES:

Motion by Sal Tagliamonte, second by Tom Martell to approve the minutes from March 30, 2010 Board Meeting and April 12, 2010 Workshop Meeting. Motion was unanimously approved 5-0.

PUBLIC COMMENT:

No comment

CORRESPONDENCE:

- Misc. Magazines and Catalogs
- AFD of the Dutchess County Meeting on April 26th at Staatsburg Fire District
- FOIL request for 9/13/2009 but didn't have all the proper paperwork
- RBC Wealth management March Portfolio Statement
- NYCLASS Monthly Bank Statement
- House Use Letters were emailed/mailed on 4/4/2010 to Alice Dickson, Dan McMorris and Joann Griffin
- FOIL request from Lawyer Iannuzzi for 2/25/2007 but HIPAA paperwork was invalid because requesting another person information.
- Quote from Taylor Oil to install Honeywell Controls at Station 2 on each oil burner \$103 each plus 1 hour of labor.
- Ladder Test Report
- Quote from Dutchess Overhead Doors 2 Garage Doors \$3003. 2 Openers \$850.
- Celebration of Aging Celebrating Senior Citizens of the Year Brud & Audrey Dickson of Verbank on May 17, 2010.
Solicitations: GreenState Services (Absorbent Pads); SEFAC (mobile vehicle lifts); Firefighters Flag Collection; NVFC (Protective Apparel)

TREASURER'S REPORT:

BILLS: The abstract was signed for \$ 35,224.85 plus the Wright Express Bill which was paid 4/26/2010 (after the meeting) for a total of \$36,077.78.

- I will have the Wright Gas Card bill which closes on Friday to pay this month. It will be approximately \$800. Just wanted to let you know I will be cutting a check after the meeting for this month.
- When I was cutting check the first check 11627 for some reason it didn't print correctly and the printer automatically reprinted it. So my check numbers were off by one so I edited the Check Register in Quickbooks to fix it. Hopefully all will be okay during reconciliation.
- Received check from Sunoco for overpayment on 4/12/2010. Not deposited yet.
- Check 11411 –2010 DC EMS Council Dues \$50 Not been cashed mailed in October 2009
- I think we should move our money out of NYCLASS to Bank of Millbrook, would need to recreate Reserve accounts. Nancy Weiss from NYCLASS says the accounts will stay available so when/if rates improve we can switch back easily. Short Term CDs with Bank of Millbrook are not much better than the ½ percent we are getting now. Board agrees that we should try to get the best rates we could.
- Airgas Bill – still receiving bills
- External Audit – Acceptance Letter needs approval, permission to place legal, and mail the report to the State.

Motion by Tom Martell, second by Sal Tagliamonte to approve the acceptance letter, and permission to place the legal ad and mail the report to the State (and a copy given to Town). Motion was approved 4-0 (Dan Richards was out of the room for a short time).

- The Treasurer is concerned with paying for mileage for conferences/shopping instead of buying gas per trip. Paying for mileage is much higher and was not budgeted for. Board wants to check with Rod about gas receipt with mileage written on them.
- Ladder Scrapped – Status done, Check received by Secretary for \$80.00 at the meeting it will be added to Equipment Repair Fund since that is where the new ladder came out of.
- Confirmed we still have two more DVD Classes from 24/7 EMS coming in the future. Also, supposedly fixed the address which was still pointing to Tim's house.
- Treasurer is working on fixing the missing historical cost for 67-11 (\$140K); 67-12 (\$212K); 67-13 (\$300K); 67-51 (\$60K); 67-61 (\$15K); 67-81 (\$20). The above values were given during the discussion at the meeting. They have been added to the Quickbook accounts completing one of the issues raised during the audit.
- I went to Secretary/Treasurer Training in Saratoga. Will bring up issues at the Workshop, because I'd like to ask Rod's opinion on some of the items.
- Cash Flow Sheet handed out

Motion by Tom Martell, second by John DelBene to approve the Treasurers' Report. Motion was unanimously approved 5-0.

BOM: General Checking:	Balance as of 2/28/10	\$372.60	
	Less Account Payable bills	(\$160,498.12)	
	Voided Check 11584	\$299.99	Feb Bills - new chk 11626
	Deposit Tax Equity	\$777,113.00	\$209.99
	Deposit from FC	\$511.57	Reimbursement ring/plaque
	Deposit from HVNCTA	\$387.97	Reimbursement food@training
	Deposit Insurance Recoveries	\$2,015.34	Insurance (AED&61 back glass)
	Deposit for Bills	\$75,000.00	
	Xfer from BOM Savings	(\$775,000.00)	Move Tax Equity for Interest
	Balance as of 3/31/10	(\$79,797.65)	
BOM: General Savings:	Balance as of 2/28/10	\$13.55	
	Xferred to BOM Checking	(\$75,000.00)	for March Bills
	Xfer to Acquisition Fund	(\$50,000.00)	2009 Budget Reserve
	Xfer to Repair Fund	(\$25,000.00)	2009 Budget Reserve
	Xferred from BOM Checking	\$775,000.00	Tax Equity

	Interest	\$196.95	
	Balance as of 3/31/10	\$625,210.50	
MBIA:General Savings	Balance as of 2/28/10	\$48,232.26	
	Interest	\$8.62	
	Balance as of 3/31/10	\$48,240.88	
MBIA:Acquisition Fund:	Balance as of 2/28/10	\$47,167.37	
	Xfer from BOM Savings	\$50,000.00	2009 Budget Reserve
	Interest	\$10.61	
	Balance as of 3/31/10	\$97,177.98	
MBIA: Repair Fund:	Balance as of 2/28/10	\$3,324.25	
	Xfer from BOM Savings	\$25,000.00	2009 Budget Reserve
	Interest	\$1.68	
	Balance as of 3/31/10	\$28,325.93	
MBIA: New Building Fund:	Balance as of 2/28/10	\$515.00	
	Interest - none until rate goes up	\$0.00	
	Balance as of 3/31/10	\$515.00	
	Total Assets	\$719,672.64	End of Month

CHIEF'S REPORT:

- 67-11 Primer Valve is leaking. Part is on order
- 67-61 new nozzle on hose reel
- 67-51 mounted new bracket on the rescue tool on tray
- 67-62 new nozzle on hose reel
- 67-14 will be going to Dover St 2 for Standby on Thursday Night and Friday it will be going to Dover St. 1
- Dry Hydrant Behind St. 2 area is leaking has a crack. Concern that the pond is silted in so need to check that first.
- Fire Police Seminar Saturday May 1st 2010 in Ulster County. 7 members are scheduled to go. \$5 charge for lunch
- 21 members attended the Seminar in Millbrook which was very good.
- Passed around pictures of the New Chief's car.
- Blitzfires are on order.
- Writing Thank you letters to Beekman, Dover, Amenia, Fishkill for their help at the Brush Fire
- ID Cards – Millerton has offered to do them for us as long as we buy card stock and an ink cartridge. Chief is working on this.
- Arson Checks: n/a
- Equipment Return Status from members no longer active Bull (radio, pager, uniform); K. Eells; S. Schmoke;
- Resignation: Heather Bull (received email – in communication folder)
- Leave of Absence: n/a
- New Members: n/a
- Training – First Monday of the Month will be District Drills; Third Monday of the Month will be Station Drills.
- 1) April 24th Live fire training – Outside only, Tanker shuttle and drafting drills – 6 people going
- 2) May 1st Fire Police Seminar Napanoch
- 3) May 8th 8:30 am Hughsonville OSHA
- 4) May 13th & May 18th 7 pm Wassaic OSHA
- 5) June 8th Fire Police Class only for people who have not taken 9 hour course at DC911
- CPS – John DeAngilo Signs of Abuse – Winter Course

Motion by Tom Martell, second by Sal Tagliamonte to accept the resignation of Heather Bull. Motion was unanimously approved 5-0.

Motion by Tom Martell, second by John DelBene to send up to 10 people at \$5 per person to the Fire Police Seminar in Napanoch. There will be car pooling. Motion was unanimously approved 5-0.

Motion by Tom Martell, second by Sal Tagliamonte to express the Board's gratitude to the members and officers for the work they did at Brush Fire and the Plane Crash on Oswego Road. The Board will send a letter to the Fire Company President stating this. Motion was unanimously approved 5-0.

FIRE COMPANY'S REPORT:

President's Report – Dan McMorris –

- Community Day – After some misunderstandings the Fire District will be inside the park. Haven't heard back from the Grant that was submitted. June 6th. Talking to LaGrange for their school day equipment – Anthony Champion
- Future Community Day and Stuff for Schools – look at Grants
- Ken Andrews about a donation from The Grange to purchase an item but would like the publicity. Blitzfire will be offered.
- Memorial Day Service on May 31st at 9 am
- August 15th FC Picnic Sunday at Tymor Park – more details later
- Blood Drive April 26th 2 pm – 8 pm Station 1
- Pancake Breakfast May 23rd 7 am – Noon
- Ham Take Out Dinner May 1st
- New Members:
 - 1) Kenneth Brown – John Shigley Nephew paperwork was given to Secretary.
- House Use:
 - 1) May 15th – Relay for Life – Brian Spaeth for his family (Dan McMorris) – Poker Tournament – no alcohol
 - 2) July 10th – Mike Erts – Sweet 16 no alcohol 3pm – 10 pm
 - 3) July 24th – FC Chix BBQ Take Out Only
 - 4) August 14th – All Day – Flea Market FC
 - 5) Sept 18th – All Day – Penny Social

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

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 - 4) August 14th – All Day – Flea Market FC
 - 5) Sept 18th – All Day – FC Penny Social
- Upcoming Events:
 - 1) April 26th Blood Drive 2pm – 8 pm Station 1
 - 2) May 1st Ham Supper Takeout Station 1
 - 3) May 15th Texas Holdem Tournament Fundraiser for Relay for Life Station 1
 - 4) May 23rd Pancake Breakfast 7 am – Noon Station 1
 - 5) May 31st Memorial Day Service 9 am – Monument Station 1
 - 6) June 6th Community Day Noon Tymor Park
 - 7) July 24th Chicken Barbeque Takeout Station 1
 - 8) August 14th Flea Market Station 1
 - 9) August 15th Fire Company Picnic Tymor Park
 - 10) September 18th Penny Social Station 1

RESCUE SQUAD'S REPORT:

5/27/2010

Rescue Chief – Tom Murphy – by email

- EQUIPMENT:
 - 67-71 –
 - 67-72 – Trying to set up first week in May for vehicle to go to Newburgh for Spring Service.
 - 67-8 – At Audia Motors for service Wed-Fri; keyless entry installation is 4/27 at 2:15 pm
- PURCHASE REQUEST: nothing at this time
- CPR/AED class for re-certification is Monday May 17th, 6:30 pm cost \$5 per person for AMC card. Would like approval for up to 20 people.

Motion by Tom Martell, second by Sal Tagliamonte to approve up to \$100 for members to take the CPR/AED Class. Motion was unanimously approved 5-0.

LIASONS REPORTS:

- These need to be changed to Liaison Reports – learned at Training that If 2 Board Members are meeting together it is an “official meeting”; either need to define them as an Advisory Committee (Ad-hoc) or need to add a third non-official (in our case the Secretary/Chief/etc) to the Committee
- Station 1 – John DelBene, Sal Tagliamonte – Septic line went off, Race has been called. Also need someone to check out the stuck urinal (Dan will call Bob the Plumber). Discussion on Stockade Fence, plantings on side of building.
- Station 2 – Dan Richards, Rich Giuliani – Wasp are still a problem.
- Check Review – Tom Martell Did the check review and everything is fine
- Motorized equipment – Richard Giuliani – Inner City tire coming on Monday to look at 67-13 back tires.
- Purchasing – Rich Giuliani – nothing new
- Physicals – Sal Tagliamonte – few reports
- Fire Advisory Board – John DelBene & Dan Richards – nothing new
- Long Range Planning – Tom Martell – nothing new
- Insurance – Tom Martell – Dan McMorris (Radio); Kris Roth (Pager) need paperwork sent email request twice. Secretary received during the meeting and forwarded on to Tom.
- Capital Project (Garage?/Parking Lot?) - John DelBene & Dan Richards – Monday night moved Rescue Truck and Utility Truck into the bay where the Hose truck/Utility Truck are now. They do fit BUT very difficult to get one or the other out in a hurry because of mirrors and angles. The two can't get in/out easily so not really a solution. The Garage 26X36 Building with 12 foot ceilings, have a sketch drawing done. Discussion on who would do what outside contractor or inside members -Concrete (outside), Sheetrock (outside), Framing (inside), Trussing (\$2K). Very rough number \$45K. Tom mentioned the future cost, like heating (only need to keep it at 50-55 degrees to prevent freezing), security. Discussed also drainage, other options versus building, surplus'ing a vehicle.
- Explorer Liaison – John DelBene – new member

Motion by Dan Richards, second by John DelBene to spend up to \$1000 for architectural plans for the garage so accurate estimates can be collected. Motion was unanimously approved 5-0.

PHYSICALS:

- Physical Night was April 14th. Most people completed in 1 hour, the ones that went over either couldn't produce enough fluids for their drug test or took longer for paperwork or because of health issues. The longest was an hour and forty minutes.
- Suggestion is to move the EKG out into the meeting room with dividers or in the ambulance and go back to hearing test in the office.
- All physicals have been scheduled.

LENS:

- n/a

FIRE HOUSE SOFTWARE:

- Call Sheets – entered through 3/20/2010.
- NFIR status – Sharon sent to State thru 3/28/2010 around April 5th Called 4/19 and State can process our Windows 7 so will be “trashing” the old computer – already surplus.
- NFIR/PCR Entering Status – Tom Martell thru 19th

- Issue entering Call Sheets that the information doesn't match or isn't clear enough. The worst is the dates being off which implies people are filling out the sheets after the event and trying to remember what date something happened on and they get it wrong. May 1st is when the Officers will start using the new forms.

OLD BUSINESS:

- Ambulance Corps Status
- Training Requirements for Officers – Chief gave his updates; the Board requested the Rescue Chief to give his opinion on the requirements.
- New Chief's Vehicle Status – first or second week of May, have shipped up the radio/antenna/scanner
- Tanker Status – already discussed
- Lawyer sent letter to DC Sheriff and State Troopers on underage drinking in our parking lot
- Received the plates for the Plaques from Dinn Brothers, per Board discussion will not be dividing bill. 1 plate was damaged, they are sending another one. Most have been put on the plaques, Secretary still has a few more to put up.
- FM Receiver – Jim Smith said he would try, haven't heard back
- Vital Signs Conference have 3 rooms reserved.
- Turning Stone Conference Need to know who's going and what they are doing to make sure we have rooms/registrations – Discussion – The Secretary will be given a final count at May Workshop
- Cell phone chargers received and given to Chief.
- Status of selling of 67-1 – Sold to East Clinton Fire District for \$5000.00 Not going to cash until the we receive the new vehicle and we give the old one to them.

➤ **GRANTS OUTSTANDING:**

- 2008-2009 FEMA Grant Generator Status – Closed out on my side, who knows what FEMA thinks.
- 2009-2010 FEMA Grant – Request for Holmatro Upgrade – Was Denied 4/16/2010
- 2010-2011 FEMA Grant – No information yet
- US Smokeless Tobacco applied for an ATV/Off Road Vehicle on 1/14/2010. It was an online application that had a January deadline. Nothing yet
- FFCF applied 3/3/2010 for \$7000 in CO Detectors for Community Day. Nothing yet
- AED Grant Paperwork – received back, this isn't really a grant but a discount on AEDs, I have an email into them whether we can get an FR2. The \$1300 quote is for an FRX which doesn't require a change between Adult and Pediatric.
- NYS Dept of Environmental Conservation 50/50 Grant – for plastic Indian Tanks applied 4/7/2010. Nothing yet.

➤ **NEW BUSINESS:**

- Felicia Shigley – Sharon needs to file Peace Officer Report
- Bail Out Rope SOP – the law states we must have an SOP on how/when Bail Out ropes are used and that determines who should have them. I searched the web and couldn't find an actual policy, risk assessment, or SOP. Sent partial risk assessment to Tom Martell to review and edit. Not completed yet.
- AV System - tabled

EXECUTIVE SESSION: FOR DISCIPLINE REASONS LEFT: 8:30 PM RETURN: 8:50 PM. NO ACTION TAKEN IN THE MEETING. IN ATTENDANCE: Rich Giuliani, Sal Tagliamonte, Dan Richards, John DelBene, Tom Martell, Sharon Herb, Dan McMorris, Roy Robertson, Mike Erts, Dan Sommerville

Motion by Tom Martell, second by John DelBene to have a letter sent by email to all line officers reminding them of our Code of Conduct Policy (A-086) especially Article V of the Policy.

ADJOURNMENT: Motion by Tom Martell, second by John DelBene to adjourn at 10:35 pm. Motion was unanimously approved 4-0 (Sal Tagliamonte had left earlier).

Respectfully Submitted, Sharon Herb, Secretary/Treasurer