

## ***Pending Approval***

### **Union Vale Fire District Board Meeting**

MAY 27, 2010 AT STATION 1, VERBANK, NY

**ATTENDEES:** Commissioners – Dan Richards, John DelBene, Sal Tagliamonte, Rich Giuliani, Tom Martell (left 10:30 pm), Secretary/Treasurer-Sharon Herb, Chief – Bill Griffin, Asst Chief – Mike Erts, Roy Robertson, FC President – Dan McMorris, District Lawyer – Rod MacLeod (arrived 8:30pm) and 2 from the public.

**MEETING CALLED TO ORDER:** Meeting opened at 7:46 pm with Salute to the Flag and a moment of silence for members who have gone before us and the troops overseas.

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

#### **APPROVAL OF MINUTES:**

Motion by Tom Martell, second by John DelBene to approve the minutes from April 21, 2010 Board Meeting, as modified, and May 10, 2010 Workshop Meeting. Motion was unanimously approved 5-0. The draft minutes had the incorrect Treasurers' Report on it.

#### **PUBLIC COMMENT:**

Carlos Mina – St. 2 Ice Machine is broken.

#### **CORRESPONDENCE:**

- Misc. Magazines and Catalogs
- House Use Emails went out to Dan McMorris, Mike Erts on 5/3/2010
- Alamo Outreach Training is now Health Quest Community Education
- Legion Fireworks advising us of the use of Fireworks at Community Day. Letter sent back confirming the Fire District will have a crew available on 5/11/2010.
- AirCheck Report on compressor and stored air
- RBC Wealth Management Portfolio Account Statement
- Hillside Lake Fire Co #3 is building a new house and has a raffle (flyers included)
- NDP Classes
- Classes at Vassar Brothers Medical Center
- Letter from Hudson Valley Blood Services to Dan McMorris thanking him for sponsoring the Blood Drive at Station 1
- VFIS Policy – modification to vehicle to add PNC (Lease company)
- VFIS Policy – added storage building
- Certificate of Liability to PNC for the 2008 Ambulance
- Monthly Market Commentary from Cutwater (NYCLASS)
- VFIS Newsletter
- FOIL Request from Jonna M Spilbor received 5/4/2010, responded 5/21/2010
- FOIL Request from Finkelstein & Partners received 5/3/2010, responded 5/21/2010
- FOIL Request from Iannuzzi and Iannuzzi responded that they didn't have the correct forms for the information they wanted (HIPAA request not signed by the person).
- Fire District Affairs Newsletter
- Tech Webinar – Tracking Firefighters Indoors, Part 1

- From Quilty, paperwork for filing auto investigations reporting forms
- From Hartford Steam Boiler Inspections, an Equipment Survey I faxed it back on 5/25/2010. From my phone conversation we will be required to have an inspection on our equipments which is paid for by our insurance agency (VFIS). They will call with dates.
- Letter from Donald Wachenheimer requesting the Union Vale Board of Fire Commissioners to pass the agricultural exemptions for farms.

Discussion: This has been discussed before by the Board. And even though the Board empathizes with Mr. Wachenheimer but has chosen at this time not to initiate this exemption. Tom Martell will write a letter to Mr. Wachenheimer.

- Letter from Scott Murphy, Congressman, reminding us to file our FY2010 Grant because it is due by May 28<sup>th</sup>, 2010.
- Paperwork from J.Ryan Bonding Inc on our Tanker, with the help of Dan Richards, I filled out the form and faxed it 5/25/2010.
- VFIS Newsletter
- Quote from Bel Air Woodworking for providing and installing cabinetry at Station 1, \$7500
- Quote from Waterway for Ladder Testing, \$569.25 ...American Test Center has been doing for the past 2 years for \$420 for 12 ladders
- Updated Ladder Test Reports, showing the repairs done.
- Hose Test Report from Waterway
- Letter from Millbrook Central School District, to the Fire Company President, thanking them for borrowing tables.
- Congressman John Hall sent a letter about Grants – we already track most of these
- Thank you letter from UV Fire Company Ladies Auxiliary for taking care of the nameplates for deceased members Lindy McMorris and Jean Spaeth.
- NYS Volunteer Ambulance & Rescue Association having an Educational Conference and Trade Show September 30<sup>th</sup> – October 3<sup>rd</sup> at the Holiday Inn Albany.
- Solicitations: SellState Realty; Venry Solutions (All Terrain Safety Tools)

## **TREASURER'S REPORT:**

**BILLS:** The abstract was signed for \$ 41,178.93

- Cash Flow handouts – they are a little off because I missed 2 bills when I ran the report, didn't have time to update and print new copies.
- April 21<sup>st</sup> Minutes, had the wrong treasurer report in it, fixed the minutes to match the report given at the meeting.
- FYI: Checks still not cashed
  - 11411 10/21/2009 DC EMS Council Dues \$50
  - 11527 12/30/2009 UVRs Training Materials \$67
  - 11588 02/24/2010 UVRs Lights \$800
- Received check from Sunoco for overpayment, \$165.72 on 4/12/2010 deposited 5/11/2010
- Received check from Sal Tagliamonte for Ladder Salvage, \$80 deposited 5/11/2010
- Airgas Bill – still receiving bills
- Legal for Audit completion was put in paper 5/5/2010
- Mailed copy of Audit to State 5/4/2010, received 5/5/2010 to Anthony Dolan 110 State Street
- Gave copy of Audit to Town Clerk 5/4/2010
- Mailed copy of Audit Response Letter to Ted Eglit 5/11/2010
- Received Email from Price Waterhouse 5/25/2010 requesting an audit of a payment for the EMW-2008-FO-04796 Grant, which is the Generators. I spoke with our contact person, Stephen Ponce, and followed up with an email. Basically saying I can't make the deadline of next Tuesday because of this meeting and Memorial Day. Also the payment date requested in the email didn't exist for us so he told me to use the one closest, which is the payment for the Generators.
- Received check from State of NY for Refund of Sales Tax on District Computer (NFIRS) for \$40.62. not deposited
- Received check from NYS AFC for refund of Turning Stone Registration for \$80. Not deposited

- Received check from HVNCTA for reimbursement for food at Channingville Deli.
- Received check from East Clinton Fire Department for buying of current 67-1 vehicle. Will not be deposited until new 67-1 is in service.

**Motion** by Tom Martell, second by John DeIBene to approve the Treasurers' Report. Motion was unanimously approved 4-0 (Sal Tagliamonte had stepped out of the room for a moment)

BOM: General Checking:	Balance as of 3/31/10	(\$79,797.65)	
	Less Account Payable bills	(\$36,077.78)	
	Milton Alley have credit used	\$69.20	shows in bills but used credit
	Xfer from BOM Savings	\$90,000.00	Xfer for March Bills
	Recut Check 11626 67-8 Starter	(\$209.99)	was shown/credited in prior month
	Xfer from BOM Savings	\$35,000.00	Xfer for April Bills
	Balance as of 4/30/10	\$8,983.78	
BOM: General Savings:	Balance as of 3/31/10	\$625,210.50	
	Xferred to BOM Checking	(\$90,000.00)	for March Bills
	Xferred to BOM Checking	(\$35,000.00)	for April Bills
	Interest	\$217.60	
	Balance as of 4/30/10	\$500,428.10	
MBIA:General Savings	Balance as of 3/31/10	\$48,240.88	
	Interest	\$7.95	
	Balance as of 4/30/10	\$48,248.83	
MBIA:Acquisition Fund:	Balance as of 3/31/10	\$97,177.98	
	Interest	\$16.01	
	Balance as of 4/30/10	\$97,193.99	
MBIA: Repair Fund:	Balance as of 3/31/10	\$28,325.93	
	Interest	\$4.66	
	Balance as of 4/30/10	\$28,330.59	
MBIA: New Building Fund:	Balance as of 3/31/10	\$515.00	
	Interest - none until rate goes up	\$0.00	
	Balance as of 4/30/10	\$515.00	
	Total Assets	\$683,700.29	End of Month

### CHIEF'S REPORT:

- 67-13 Check Engine light keeps coming on
- 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.
- Blitz fire Nozzle will be mounted next week on the two trucks
- Fire Police class at Beekman was good
- Members who went to Beekman Structure Fire did a really good job
- Spoke to membership that if they sign up for classes they must attend or speak to a Chief officer
- Responsibilities were handed out to the Captains and Lieutenants
- we will be under Mutual aid with Dover until further notice, not sure we can get through on Ridge Road

- We had 1 member take engine company operations class on 5/15/2010
- The Links at Union Vale has put a lock on the main gate, talking to them about a Knox Box
- May 19<sup>th</sup> had hose test up at the Fountains lost 7 lengths, will take to MES to see if can repair. Couple lengths we will be tossing because no longer needed. Missed two lengths buried under the tanker these we will test ourselves.
- Discussion on Frequencies when to use County Frequencies because have had issues with not being able to understand discussions.
- Arson Checks: Ken Brown (received 5/24/2010)
- Equipment Return Status from members no longer active Bull (radio, pager, uniform); K. Eells; S. Schmoke;
- Resignation: n/a
- Leave of Absence: Member on Medical Leave for injury not District related.
- New Members: n/a
- Would like to purchase 300 feet of 3 inch hose for 67-12 for blitz nozzle. Want to get more to cover the tanker.
- Training – First Monday of the Month will be District Drills; Third Monday of the Month will be Station Drills.
- 1) June 8<sup>th</sup> 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 Dan Richards to purchase 600 feet of 3 inch hose for 67-12 and the new tanker (67-31). Motion was unanimously approved 5-0.

### **FIRE COMPANY'S REPORT:**

President's Report – Dan McMorris –

- Community Day – Everything is going as planned. Assemblyman Molinaro was unable to secure any funds for this project. The company has budgeted \$500 to spend. Dan will be going to Williams to purchase the items. Tom Martell is set for getting the equipment from LaGrange. Dan will not be able to set up for Community Day since he will be participating in the Relay for Life. He will go over everything with Billy and we will get some of the line officers to run the demonstrations. 67-14 and 67-71 will be in the park. 67-11, 67-61, 67-62 will all stage in the far ball field by the lower park entrance. It will be Tom Murphy's decision on whether he will stage 67-72 there as well. All other equipment will remain in quarters.
- Memorial Day Service on May 31st at 9 am – Wreaths were ordered. Ceremony is set up. Line-up is 8:30 am at Station 1. The Company has ordered a wreath for the District to place. Millbrook will follow immediately after. Have a current officer in the Marine Corp to speak
- Pancake Breakfast /Poker Tournament– The pancake breakfast made \$1000 to be donated to the American Cancer Society's Relay for Life. Thanks to all who helped. Brian Spaeth (Poker) reports he was able to make a \$700 donation to the same cause. That is a total of \$1700 to the Relay for Life.
- Ham Supper – Dan had not received a report from the auxiliary on whether or not a profit was made.
- Table and Chair Policy – Last month's meeting the Company approved a new policy regarding the loaning of tables and chairs. The new policy is attached. Short version, no loaning outside of the company. Sharon will be given a copy (see below).

**POLICY FC01 TABLE AND CHAIR BORROWING POLICY** approved by the Membership on May 18, 2010

- 1) Only designated tables and chairs are available for use outside of the firehouse
- 2) Only Members in good standing may borrow tables and chairs. **NO THIRD PARTY BORROWING.**
- 3) Members wishing to borrow tables and chairs must get the approval of the House Use Committee.
- 4) Any Member caught removing tables and chairs from the firehouse without the appropriate approval, or tables and chairs not designated as the available tables and chairs, will be subject to disciplinary action by the Executive Board.

- Both Collection Items have been taken care of.
- New Members:
  - 1) Ken Brown – physical (notified 5/10); arson check (completed), outside of 2 mile limit but previously have given members from Holsapple an exception.
  - 2) Daniel Kane – gave to Secretary tonight, missing Sheriff's paperwork, inside town
- House Use:
  - 1) Westchester County Judges June 22 Station 1 7pm -10 pm, alcohol will be served with TIPS certified

- Upcoming Events:
  - 1) May 31<sup>st</sup> Memorial Day Service 9 am – Monument Station 1
  - 2) June 6<sup>th</sup> Community Day Noon Tymor Park
  - 3) July 24<sup>th</sup> Chicken Barbeque Takeout Station 1
  - 4) August 14<sup>th</sup> Flea Market Station 1
  - 5) August 15<sup>th</sup> Fire Company Picnic Tymor Park
  - 6) September 18<sup>th</sup> Penny Social Station 1

**Motion** by Tom Martell, second by Sal Tagliamonte to approve House Use for the Westchester County Judges on June 22<sup>nd</sup>, 2010 at Station 1 from 7 pm to 10 pm. Alcohol will be served with a TIPS Certified Bartender. Motion was unanimously approved 5-0.

### **RESCUE SQUAD'S REPORT:**

Rescue Chief – Tom Murphy

- EQUIPMENT:
  - 67-71 – door check on side has been repaired
  - 67-72 – repaired radiator hose and new clamp, taking it out of service on June 1<sup>st</sup> for Spring Adjustment
  - 67-8 – no problems, everything installed
- PURCHASE REQUEST: nothing at this time
- ALS Intercept – Court Case showing Medicare should be paying if use the correct codes
- Union Vale is still a rural town by New York State Definition, less than 200 person per square mile when inside a Urban County (Dutchess). This is from Jerry Fitzgibbon from the Office of Rural Health. So Transcare should be billing.
- Discussion on why Transcare isn't doing the billing correctly. Decision is to invite Rob Stuck to the next workshop.
- Collars are disappearing; a week ago had 4adult/2 ped, Monday night no adult collars on 71.
- Discussion about Mutual Aid with LaGrange
- Draft on Officers Education Requirements – want to add Lieut – Scene Support or Equivalent, discussion on NIMS 700 and everyone must have it.
- Another member wants to go to Vital Signs an extra day or two to get their CME.

**Motion** by Tom Martell, second by Dan Richards to send Matt Ollivett to CME at Vital Signs which is 2 day class(es) before the conference starts. Motion was unanimously approved 5-0.

### **COMMITTEE REPORTS:**

- Station 1 – John DelBene, Sal Tagliamonte – Cabinet discussion, types of wood, locks, \$7500, discussion of where coming out of budget. Will hold off 1 month to figure out the budget line item and see how much money we have. Working on Garage plans/survey being worked on.
- Station 2 – Dan Richards, Rich Giuliani – “union” light is out again. Orkin is coming out to do outside spray again. The piles of dirt are on church property, discussion of who owns so we can work something out with the dirt.
- Check Review – Tom Martell did the check review.
- Motorized equipment – Richard Giuliani – already discussed
- Purchasing – Rich Giuliani – nothing at this time
- Physicals – Sal Tagliamonte – 3 people passed
- Fire Advisory Board – John DelBene & Dan Richards – nothing at this time
- Long Range Planning – Tom Martell – at Turning Stone look at Rescue Pumpers so see if this is a viable option for our future.
- Insurance – Tom Martell – Dan McMorris (Radio); Kris Roth (Pager), two VF2 ...discussion on process for future incidents on calls
- Capital Project (Garage & Parking Lot) - John DelBene & Dan Richards – Want to Thank Dan for going to Town Planning Board meeting. We have to go in front of Town Planning Board, need a site plan with property lines and buildings, drainage, erosion control. Discussion on is this worth doing, what will do with trucks. Tom would surplus Hose Truck and formulate a plan to have an ambulance with a pumper and go out for Bond. Another option can be open the garage door and park in the Meeting Room.

**Motion** by John DelBene, second by Dan Richards to expend funds up to \$1500 for a site plan/survey plan (separate from the prior approved building plan) for the garage. Motion passed 3-2 (Sal Tagliamonte and Tom Martell voted against expending the funds)

- Explorer Liaison – John DelBene – next week will be the end for the summer break. June 6<sup>th</sup> is Explorer Day but that is our Community Day.

**PHYSICALS:**

- Outstanding physical – Greg Tepper, I missed him for physical night because I had him as Social because of his not taking OSHA but then he took OSHA and I missed moving him back as Active. I emailed him on April 27<sup>th</sup> and haven't heard anything. I spoke at the workshop (5/10) asking for contact information, haven't heard from anyone.
- Ken Brown possible new member was notified of physical, has not done so yet.
- Bill Griffin needs to schedule Mask Fit Test

**LENS:**

- The pending suspension has been reversed

**FIRE HOUSE SOFTWARE:**

- Call Sheets – entered through 4/18 on calls; entered through 4/26 for training and activities.
- NFIR status – Sharon sent to State thru May 16<sup>th</sup> on May 21st.
- NFIR/PCR Entering Status – Tom Martell
- New Sheets some entering issues, discussed.

**OLD BUSINESS:**

- Ambulance Corps Status – Judge is not responding
- Training Requirements for Officers – discussed already.
- New Chief's Vehicle Status – installing lights and radios should be soon
- Tanker Status – going to visit the truck on June 2nd
- Vital Signs Conference have 3 rooms reserved.
- Turning Stone Conference – Need to cancel one room, and need to know what Board wants to do with the other two rooms. Also discussed that everyone "cancelled" going to the conference except 3 people.

**Motion** by Dan Richards to transfer two rooms to MES. There was no second.

➤ **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 – submitted – having trouble with getting submitted because of FEMA glitches.
- 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
- NYS Dept of Environmental Conservation 50/50 Grant – for plastic Indian Tanks applied 4/7/2010. Nothing yet.

➤ **NEW BUSINESS:**

- Felicia Shigley – Need Felicia's signature on Peace Officer Paperwork, everyone else has signed.
- 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. Tom has been researching this. Discussion: We did a verbal risk assessment and determined that 2 carabineers and 40 feet of rope will get us from the 4<sup>th</sup> floor to the 2<sup>nd</sup> floor balcony and then get down from there (this is for the 1 building in the whole town that is over 2 stories). We had training for the firefighters. Still discussion on class 2 harness. The law was written such that if not trained in Bail Out then can't be an Interior Firefighter.
- AV System – nothing new
- A007 Policy – Tanker drivers 25 years old. Also as Sharon was modifying the policy she noticed the part about if you have driving violations then you are suspended from driving the trucks for a period of time. We have

several names who meet these criteria, not sure how we want to handle? Board wants Secretary to pull everyone's record for the Workshop and it will be discussed how to handle then.

- 16-18 Not permitted to leave school to attend a call. Policy first then send letter to schools (Board of Education, Superintendent of Schools)
- Surplus current 67-1 when new one is available for service

**Motion** by Tom Martell, second by John DelBene to the following (once the new Chief's vehicle arrives and is put into service)

Be it resolved that pursuant to Section 176(23) of the Town Law, the Union Vale Fire District, Town of Union Vale, County of Dutchess, State of New York, does hereby declare the following item to be no longer necessary for the purposes of the Fire District; and

It is further resolved that pursuant to Section 176(23) of the Town Law, the Union Vale Fire District is authorized to dispose and sell the following equipment. 2005 Ford Chief's Vehicle, VIN# 1FT....35229

Now, Therefore, be it resolved, that said vehicle is declared as surplus equipment; and it is further

Resolved that the above equipment be sold to East Clinton Fire District for the sum o Five Thousand (\$5,000.00) Dollars.

The Motion was unanimously approved 5-0.

- Zoning Board of Appeals Paperwork – Lisette said she will put on the June agenda to waive the fees for our variance.
- Doors – truck bays and kitchen doors have been opened.
- Soda – tired of the mess around the soda machines. Discussion about removing the soda machine, issues of money, no one is keeping it clean, mentioned should be brought up at cleaning up after themselves.
- FD Equipment at non firematic use – no more filling swimming pools with our engines and calling it driver training or pump training.

**Motion** by Tom Martell, second by Dan Richards to not allow any District Equipment to be used for filling swimming pools. All other request will be reviewed by the Board and the Chief. Motion was unanimously approved 5-0.

**EXECUTIVE SESSION: FOR CONTRACTUAL REASONS LEFT: 10:35 PM RETURN: 10:40 PM. NO ACTION TAKEN IN THE MEETING. IN ATTENDANCE:** Rich Giuliani, Sal Tagliamonte, John DelBene, Dan Richards, Rod MacLeod, Sharon Herb, Bill Griffin

**No action taken in Executive**

**ADJOURNMENT:** Motion by John DelBene, second by Dan Richards to adjourn at 10:41 pm. Motion was unanimously approved 4-0. (Tom Martell had already left)

Respectfully Submitted, Sharon Herb, Secretary/Treasurer