

LaGrange Fire District
February 26, 2008
Special / Workshop Session
7:30 PM FH3

4632

The 870th meeting of the Board of Fire Commissioners of the LaGrange Fire District was held on February 26, 2008 at 7:30 PM at Firehouse #3. Present were Commissioners Smith, Hines, Lantzky, Zeidan; Chief Jim Dawson; Assistant Chief Barry Ward; Assistant Chief Brian Odendahl; Secretary Holzberger; Legal Counsel Rod MacLeod, and firefighters. Commissioner Mulford was absent.

In the absence of Chairman Mulford, Deputy Chairman Hines, called the meeting to order and led the salute to the flag. Hines dispensed with the normal order of business to permit Linda Hannigan of Sedore and Co. CPA to present and answer questions regarding the proposal for the 2007 Audit. Joe Zeidan stated that he invited Linda here; Hines asked if there is anything we can do to ensure a timely completion.

CPA - Linda Hannigan stated that she understood from speaking with Joe Zeidan that the deadline date of June 30, 2008 for the audit to be completed and submitted to the Comptrollers Office was a concern; she explained that a tentative timeline to meet that deadline is outlined in the proposal. Hines asked if there is anything she would need from us to keep things on schedule. Linda Hannigan explained that once the Annual Update Document is complete we can begin, and she explained that last years challenges were getting confirmation letters back from an attorney and VFIS and The Hartford (regarding the Service Award program. Linda Hannigan stated that two months is reasonable for completion. The sooner we get started the sooner we can complete the audit. Hines asked if Secretary Holzberger had any questions. Secretary Holzberger stated that basically we know the procedure for the audit based on passed experience and once the appointment is made, we can begin the process; the Annual Update document will be completed this week. In addition, there are some questions pertaining to payroll that require a CPA's expertise and Secretary Holzberger stated that she would like to get with Linda as soon as possible on that.

Smith moved to appoint Sedore and Co to perform the audit of 2007, seconded by Lantzky and carried unan. Hines thanked Linda Hannigan for coming in.

Company Presidents-Steve Frazier, president of Co. 1 submitted a list of required repairs. Secretary Holzberger read them aloud. Hines stated that we need to get an estimate for cost and budgeting and asked Steve what the priorities would be. Steve Frazier stated the biggest issue is the doorsill on the engine bay floor as it is safety issue; leader pipe is also critical, otherwise other items carry about the same weight. Hines asked which commissioner is in charge of buildings. Smith stated he has buildings and has had Lantzky assist with St.1. Hines asked if Lantzky would get with Steve Frazier to work on getting estimates; Lantzky asked when Steve is available; Frazier stated that he is available any time as long as there is no snow. Lantzky stated that he would contact Steve within the next couple of days.

Hines explained that this was an invitation to get the company presidents more involved and open up communication and share information; there may be something else that Ed (Mulford) may wish to address. Frazier stated that Co.1 holds parties at St. 1 and donations are often given (to the company). Steve Frazier noted that it was mentioned by one of the commissioners that may not be permissible. Steve Frazier stated that he currently there is a party scheduled in March and would like to know if this can continue. Hines explained that any requests for use of the facilities would require approval from the commissioners for any purpose-there is a question of liability. Hines stated that there has been a change in the insurance law that may necessitate this. The question of donations will have to be discussed further.

Zeidan asked if it is for the individual member. Frazier explained that no fee is charged but donations are accepted; usually it is a member or a friend of a member. Steve Frazier explained that usually approval was left to his discretion and he verifies the person and investigates if alcohol is being served. Zeidan explained that alcohol is a liability. Steve Frazier stated that we are not providing the alcohol, just the room (for the party). Hines stated that number one is what are we obliged to do under the law and number two what is required from our insurance. Steve Frazier explained that research is necessary before ruling under an assumption. Zeidan stated that we can find out from the insurance agent.

Frazier asked if he can proceed with an upcoming party which is a 50th birthday party; all adults; date is probably after 3/11/08. Hines suggested if the Board agrees to approve this request pending the question of alcohol being in the firehouse.

Zeidan moved to allow, seconded by Lantzky and carried unan. Hines thanked Steve Frazier for coming before the Board. Zeidan stated that he doesn't have a problem with the donation to the Fire Company. Hines agreed and stated that there cannot be any fees, but is okay with a donation.

Rod MacLeod, legal counsel, stated that legislation was passed that no individual may profit (as per the ethics legislation.) Steve Frazier stated that the funds would go into the Company 1 Treasury. Rod MacLeod explained that the use of the building by a member is a personal gain and that the gain would be the use of the building. Rod explained that the right path is to have the Board approve the use of the building. Zeidan stated that the Pancake Breakfast can still take place (as that is a fundraiser). Steve Frazier asked what can be done if approval is needed prior to a Board meeting. Rod MacLeod suggested the Company President contact at least three commissioners (for approval prior to the event).

Correspondence-Secretary Holzberger reported the following was received:
Check from Warex of \$998.97 credit; Zeidan moved to allocate to the 2008 Fuel Budget seconded by Lantzky and carried unan.

Notice from the NYS Comptrollers office of class to be held on March 13, 2008 regarding internal controls. Lantzky moved that Secretary Holzberger be authorized to attend, seconded by Zeidan and carried unan. Class would be held at the Dutchess County Cooperative Extension in Millbrook; cost is \$15 per person.

Memo received from Safety Group 497 (Workers Compensation) regarding changes in Rules and Regulations. Secretary read the highlighted changes.

Dutchess County Board Elections-Letter regarding poll books will not longer be provided by them; this will not affect our annual elections.

2007 Unexpended Budget- Secretary Holzberger explained the 2007 Unexpended Funds. Lantzky moved to approve the 2007 Unexpended Funds as described, seconded by Zeidan and carried unan. See attached, page .

Chiefs Report-Chief Jim Dawson discussed his Chiefs Report. Page 4637.
Out of Town Members List
Agency Participation List

Approval to purchase three digital cameras, for EMS Administrator, Assistant Chief Brian Odendahl, and the Career staff; cost is about \$600. Zeidan moved to approve up to \$600, seconded by Lantzky and carried unan.

Date change- Hybrid Car Seminar-3/29-4/5/08
Lancaster Fire EXPO-May 16, 17, 18 \$7 per person; Zeidan moved that up to one vehicle be used to go down and up to \$35 seconded by Lantzky and carried unan. Up to five members may go in one vehicle. (Ambulance Committee)

Water Rescue class Montour-3/24-26 and 4/25-4/27, cost is \$260 per person. For two firefighters that covers everything; vehicle needed. . Zeidan stated that he would like to see these members come back to train others. Zeidan moved to authorize two members to attend, seconded by Lantzky and carried unan.

American Heat/Pulse Renewal-training videos cost is \$2500 for one year subscription. These are Fire and EMS related training videos which are available to career staff and volunteers. Zeidan stated that we should look at splitting the cost with another district. Hines asked if these may be used to create a drill. Chief Jim Dawson stated he would check with another district regarding sharing cost and get back to the Board in two weeks.

Moving proposals- Chief Barry Ward stated that under \$1500 okay; this will comply with procurement policy. Chief Jim Dawson stated that hiring a moving service would be more cost effective than risking a 207(a) injury.

Insurance Renewal-Zeidan stated that he would call Todd McNutt now to check on status.

Mechanics Facility-Smith stated the lift should be installed tomorrow; compressors need to be installed. The propane gas will be up and running as he contacted Quinlan gas.

Lantzky stated that perhaps a larger tool chest is needed or multiple chests for tools. Smith stated that Jeff Frazier has not mentioned that to him.

Floor-Steve Frazier-stated that a stand by generator would be good at St.1. Smith stated that is in the works.

Lantzky-stated that the renovation committee has met twice; will meet again and have something for the Board at the next meeting.

At 8:25 PM Lantzky moved to go to executive session to discuss a personnel matter, seconded by Smith and carried unan.

At 8:37 PM-Lantzky moved to return to the normal order of business, seconded by Zeidan and carried unan.

Verizon Cell Phones- Zeidan stated that he met with the Verizon representative Debbie Lengyel and reported the following:

We have 23 phones total- Deputy Chiefs phone –transfer of liability done 914-456-1322

We should cancel phones not needed -3046, 2753, 4212, 7972-Local

Zeidan moved to remove the above five numbers, effective immediately, seconded by Smith and carried unan.

Zeidan stated that we can go down to a \$28 plan with the exception of the Chiefs, and moved. to change the to the other more cost effective share plans, and drop what we don't use, seconded by Smith and carried unan. Assistant Chief Barry Ward recommended that he check with Michael Benenati for ALS phones before canceling.

Smith stated that we need to discuss the second vehicle to turn over to the Town; is that still the case? Chief Jim Dawson stated he worked out that the way we are operating right now we can turn it over to the Town, however if we fill the Deputy Chiefs position we will not have a spare; 47-88 would be available on weekends only. Zeidan stated that the older vehicles will need to be replaced and if a Deputy Chief is hired then a new vehicle will be purchased anyway. Lantzky stated that a Fire Police vehicle could be a possibility. There is a question of liability if the Fire Inspector as an employee of the Town, were to use one of our vehicles..

Smith moved to turn over the 1997 Ford Expedition which is a surplus vehicle of the fire district, as determined by the chief officers be turned over to the Town of LaGrange, seconded by Zeidan and when the Board was polled the vote was as follows:

Hines Aye Smith Aye Lantzky Aye Zeidan Aye Mulford Absent

The motion was carried.

Zeidan moved that a press release be prepared that we are turning the two vehicles over to the town, seconded by Smith and carried unan.

Chief Jim Dawson stated that if no vehicle was available, we would have used 70 days of car rental.

Out of Town Members-list submitted with the Chiefs report. Smith moved to approve the out of town list as submitted and Steve Frazier be included in that list, seconded by Zeidan and carried unan.

Agency Participation List-Smith moved to approve the members as submitted seconded by Zeidan and carried unan.

Service Award-Smith moved to credit Frank Daniberg with one year of service credit for previous service in the fire district prior to his break in service and rejoining, seconded by Zeidan and carried unan.

There being no further service, Smith moved to adjourn at 9:15 PM, seconded by Zeidan and carried unan.

Respectfully submitted,
Denise A. Holzberger, Secretary/Treasurer

***Next regular meeting March 11, 2008