

LAGRANGE FIRE DISTRICT  
REGULAR MEETING

4637

MINUTES  
March 11, 2008  
7:30 pm FH3

The 871st meeting of the Board of Fire Commissioners of the Lagrange Fire District was held on March 11, 2008 at 7:30 PM at FH 3. Present were Commissioners Mulford, Hines, Zeidan, Smith and Lantzky; Chief Jim Dawson; Assistant Chief Barry Ward; EMS Administrator Michael Benenati; Secretary Holzberger; Legal counsel Rod MacLeod; and firefighters.

Mulford called the meeting to order and led the salute to the flag. Mulford asked that cell phones be silence. Mulford welcomed everyone and asked for public comment.

Public Comment- A member of the audience asked if the Code of Ethics was voted on. Mulford explained that the Board has adopted a Code of Ethics and the Comptrollers office is mandating that companies adopt a Code of Ethics as well. Mulford stated the NYS Comptrollers office mandates that the fire districts as well as the individual companies must adopt a code of ethics. Mulford stated that he thinks that Co.2 has adopted the District's Code of Ethics. Lantzky stated that Co.2 signed acknowledging receipt of the District's code. Lantzky stated that the signature indicates acknowledgement of the code, not the company's acceptance. Mulford explained that the District does have a code of ethics and has adopted them. All Company Presidents are aware that they need a code of ethics as legislated by NYS in 2006. Mulford stated that he believes everyone has read them. Mulford explained that the Board of Ethics is only convened when there is a question. A member or taxpayer may submit their questions in writing to the Board of Ethics. Mulford explained that he can no longer teach Defensive driving in the firehouse as a result of this code; Zeidan asked if there are guidelines that describe what can or cannot be done. Zeidan stated that he knows that he cannot use District property for personal gain. For a birthday party, Rod MacLeod explained that it is an indirect benefit but may be approved by the Board of Fire Commissioners. This would be a strict violation; but it would still be the Board of Fire Commissioners decision.

Zeidan stated that this is a public building; Rod MacLeod explained that it is public but under the direction and control of the Board of Fire Commissioners. Zeidan stated that he feels that if a member wants to have a birthday party as long as there is no money made, that would be okay. Debbie Davidson stated that she thought that (use of the firehouse for birthday parties) was part of being a member. Mulford explained that it has been the policy and past practice for many years. Mulford stated that it should not be used by outside people. Mulford stated that we need to develop a policy. Zeidan stated that no one else can use the firehouse for meetings. Guy McAllister stated that we have permitted the Library to use the room at St.2.

Scott Price stated that this code needs to be revamped; McCord stated that we have seniors who use FH3 for dancing once a week; will that be stopped? Mulford stated that would be so based on the code of ethics; the Board would have to approve each use.

McCord asked what would be done in the case of the death of a member; we have always had the reception after the funeral for the family; how would that be approved if the Board meets every two weeks? Mulford explained that we could allow for that as part of the general policy. Scott Price stated that the code of ethics should be thrown out; we are going to tell Louise Davidson that she can no longer have her line dancing here. Mulford stated it would be okay as she is a member. McCord stated that Louise is no longer a member. Mulford stated that the problem is that there are people in the building that are not members and should not left alone.

Canero stated that it does not make sense that if we are a member we cannot go to the respective company for permission to use the community room. Mulford explained that insurance is an issue. Hines stated that if there is an emergency such as a death of a member a consensus of three commissioners would be necessary for approval. Lantzky recommends that the Station Presidents be advised and inform the Board. Hines asked if the language is from the State Comptroller. Rod MacLeod stated he believes that this is language of Comptroller; but we can modify the language.

Hines moved that a committee be formed consisting of the company presidents and two commissioners to review and revise the Code of Ethics, seconded by Smith. Discussion Smith stated that he agrees with Hines; Lantzky stated we adopted this code to satisfy the requirement and revise as needed at a later date. McCord stated that the District's will override all others.

Scott Price stated that he felt that the Board of Fire Commissioners should have contacted the company presidents to sit down to help create this code. Macak stated that this was not brought up at the company meeting. Macak stated that he does have copies. Mulford stated that he did not hear any questions. McAllister stated that we were never rescheduled regarding meeting with the Board.

Mulford stated that we adopted this after six months. Zeidan stated that at least three presidents, two commissioners should suffice for the committee. Mulford stated that he would like to hear from others, McCord already had a chance to speak. McCord stated he just wanted to understand the motion. Hines stated that we need to get all the players and devise a code that is fair to the members. McCord asked if this policy will be rescinded. Hines stated that Steve Frazier requested the use of FH1 for a birthday party and we worked it out. We can look at these things on an individual basis until the code is adopted.

Rod MacLeod should allocate to the committee the power to grant requests for use of the firehouses during the interim of devising a new code. Zeidan stated that we need to look at this, we can't afford to lose volunteers and we should take MacLeod's recommendation and make a motion to that effect. Mulford stated that the determination

was made by the Board of Ethics. The Board of Ethics is only convened when there is a question. Scott Price stated that if we had the three Company presidents and two or three commissioners we could come up with a workable code. It is a requirement of New York State to have a Board of Ethics composed of outside individuals.

Hines rescinded his motion; Smith yielded to him. McAllister asked regarding planned parties this spring. Mike Hackett stated that he has a party planned for this weekend. McAllister stated that he needs to know to inform the individuals.

Hines moved that the chairman appoint a committee to review the existing code of ethics to be revised, and this committee be composed of three company presidents and two commissioners, seconded by Smith and carried unan.

Mulford stated that he would like to be on the committee. Smith moved that Mulford not be on the committee.

Mulford stated that Smith and Hines would serve on the committee and meet within the next two weeks.

Hines moved that the approvals that have been granted as of tonight by the company presidents, are approved by the Board, Lantzky stated that he would like to amend that motion that the station presidents be permitted to authorize the use of the firehouses for social purposes until the committee has completed its work. Mulford explained that we have always left it up to the companies as there have been abuses as pointed out by the ethics committee. McAllister asked if this should be submitted in writing or verbally. in the past he told the member to bring it up before the Board. Mulford stated that Fundraisers must be approved by the Board for insurance coverage. Smith stated he can be called. This motion was seconded by Smith and when the Board was polled the vote was as follows:

Aye Smith      Aye Hines      Aye Ziedan      Aye Lantzky      Mulford Aye  
The motion was carried unan.

Steve Allen stated that Co.2 will be holding an all you eat breakfast with the Easter Bunny March 22 2008 8 am until 12 pm. Smith moved to authorize the Breakfast, seconded by Zeidan and carried unan.

Approval of minutes Feb 12, 2008 Smith moved to approve as submitted and seconded by Zeidan.

Jan 8 2008 -94 votes Smith moved to amend the minutes of Jan 8, 2008 to reflect the correct amount of votes seconded by Hines and carried unan.

Check for \$318.00 from the Sheraton Syracuse; overpayment. Smith moved to allocate to the 2008 Travel and Training budget, seconded by Zeidan and carried unan.

Check for \$6640 received from the State Insurance Fund for reimbursement of wages. Hines moved to allocate to the 2008 Personnel Services Budget, seconded by Smith and carried unan.

Check for \$119.60 from Co. 3 for cablevision. Smith moved to allocate to the 2008 telephone budget, seconded by Zeidan and carried unan.

Check for \$110.22 from Ed Mulford for cell phone. Smith moved to allocate to the 2008 Telephone Budget, seconded by Hines and carried unan.

Meeting Notice- Assoc of Fire Districts meeting will be held on March 22, 2008.

Regional School to be held on April 19, 2008.

Dutchess County Div. of Central Services- Seminar on March 20, 2008 regarding using the OGS website; second seminar will be held on March 25, 2008 with Bidnet.

Letter of engagement for Audit-chairman signature needed

Facilities Renewal- (for mechanic) need chairman's signature.

Request from Hope Meyer, Janet Canero and Mary Wiley to set up for the Christmas party on December 12 and the December 13 for the party from 11 am to 5 PM. Hines moved to authorize, seconded by Smith and carried unan.

St 3 Annual Raffle-Smith moved to approve the raffle, seconded by Hines and carried unan.

Letter NYSERDA-Mulford explained that this is for new plans; will ask if we will qualify. Zeidan asked what the intentions are at St2. Mulford explained that we need sleeping and office spaces. We are planning to hire a planner after FDIC conference. Zeidan stated he just wanted to make sure that we do not go too far if we are hiring a planner. Mulford stated that we would lose the exercise equipment. Lantzky stated that the primary options are within the footprint. Zeidan asked what we are doing with the trailer. Mulford explained that the trailer is beyond its useful life. Mulford stated that it was 6 years since the bond was defeated. Mulford stated that the Board is not closer to meet those needs. Zeidan stated that we need to look at what could happen with the Town Center; would not like to see us go to far with FH2. Smith stated that we have acquired the mechanics facility and has requested some land from the developer.

Bills-Smith moved to approve payment of the bills as submitted, seconded by Hines and carried unan. Page 4641

NYSDOL-report Zeidan described the report: FH1 is okay. Smith stated he has taken care of ST 3. ST 2-door to be replaced. Drop down door at FH3-sheet rock; metal on kitchen door.

Discussion of bills-Jackson Lewis bill-Zeidan stated that this bill is not itemized. Retainer for February; bill for last year of \$8600. Request an itemized bill.

American Messaging-(pagers) Assistant Chief Barry Ward stated that the pagers are used for call back; broadcast to all pagers; only chief officers have pagers and cell phones. Career staff is contacted through pagers as they are not issued cell phones. These pagers serve as an alerting tool. Assistant Chief Barry Ward stated that cell phones are limited as the county does not call out; they only put tones out. Pagers are used for call back procedures for career staff. Career Staff only has cell phones.

Cell phones-Ambulances, rescue truck, medic and chiefs cars have cell phones. EMS Administrator Michael Benenati noted that pagers may have been reassigned to others. Communication is very important.

Mohawk-Lifts for mechanics facility; Lantzky stated that we should wait for installation before payment is made. Bill is for \$37265.66. Smith stated that the lifts are in; not installed.

Keys-Smith reported that Jeff Frazier has keys and Secretary Holzberger has five keys.

Alarm System-Chief Jim Dawson stated that it is \$500 to install and \$49 per month. Smith moved to approve, seconded by Hines and carried unan.

Smith stated that the eyewash has been installed; workbench built; gas has been installed; bathroom is working. Mulford explained that lifts need to be installed and the facility will be complete.

Moving-\$1050 to move; quote from Budget movers.

Superior Quote-\$14000 to install phones-Lt Ed Murray to get back to Superior for clarification as it appears that this quote is for all three firehouses. Mulford stated that if the quote is under \$2500 we can get an independent contractor. Steve Allen stated that all three stations need to be upgraded. Assistant Chief Barry Ward stated that we may want to incorporate this into the IT project. The goal for the mechanics facility is that you could use an intercom system. Zeidan suggested putting in a regular phone. Need phone line for alarm.

Smith moved to have a new line installed at mechanics facility, seconded by Zeidan and carried unan.

Mulford stated that we will have a basic stock of supplies.

Authorized Signers –Purchase Orders. Secretary Holzberger stated that we should review the authorized signers for purchase orders and approve. Board members, Chief Jim

Dawson, Assistant Chief Barry Ward, EMS Admin. Michael Benenati, Secretary Holzberger, Mechanic Jeff Frazier-up to \$1500 and Lt Dave Schroeder for training purposes.

Smith moved to approved, seconded by Lantzky and carried unan.

Smith reported that the cost is \$350 to fix the door at Secretaries' room.

Insurance Renewal-Zeidan reviewed proposed changes. Zeidan moved to approve the changes regarding deductible amounts as described, seconded Smith and carried unan.

Vehicles to Town-Smith asked for the status; Mulford stated that the LaGrange Fire District logo needs to be removed and will take a half day each ; lights and radios can be removed by Town and returned to us. Smith stated that the radio box can be removed by Jeff Frazier. Other Radios can be removed by the Town and returned.

Commercial Crime Coverage and Pollution Coverage applications received.

Chiefs Report-see report page 4649

PESH Consultation-Smith moved to permit PESH to come in, seconded by Zeidan and carried unan.

Chief Jim Dawson stated that the quote for moving to the mechanic's facility is \$1050- There was another quote from Arnoff for \$1600.

Smith moved to go with Budget movers at a cost of \$1050 seconded by Lantzky and carried unan.

Annual Fire Extinguishers inspection-Cryoweld. Zeidan asked if a motion is needed. Mulford stated that it is a sole source. Approved

Combination change-Mulford asked regarding the cost and we also need to look at a better system. Smith stated that we should budget for a card system for the future; Smith stated that we should change them now and will look into it. We need accountability for who is coming in and out of here..

Mulford stated that at ST 1, standby room to bays door-combination lock is on the wrong side. Locks should be on standby room side. Apparatus should be secured. South door has no locking mechanism.

Ed Meyer-stated kids have gotten the combo.

Mulford stated that the combo must be protected and it should be brought up at every meeting. Smith stated that we need an electronic card access system. Steve Allen suggested putting the funds for changing the combos toward a card access system.

Mulford stated that we have received quotes for a card reader system and the last quote was \$15,000. Assistant Chief Barry Ward stated that those quotes have changed.

Mike Macak stated that Rudy Macak used to change the combinations. Zeidan stated that he would do it. Mulford stated that if we can get it done for nothing. Smith stated he was directed to get an outside independent person. Mulford stated that to his knowledge he did know anyone who could do this. Smith stated that he and Mulford discussed the issue and was directed to go to an outside agency.

Zeidan moved to permit the combinations to be changed by Rudy Macak or whoever has the key, seconded by Smith and carried unan.

CIA-contract for security at mechanics facility. Chief Jim Dawson stated that we have the contract.

Update of District Rules and Regulations-Mulford stated we are working on this.  
Communication Plan-Lantzky is working on this.

Vacant shift-filling Chief Jim Dawson explained that Davyd Bullock is on military and his shift at night is vacant. Chief Jim Dawson worked through this and it would save 10 overtime hours by filling the shift; downside is that there may be days when we would be down to a minimum of one medic. We would have to rely on 1.5 times for mutual aid. This included the minimum manning and the mechanic. Smith stated that we would definitely want to save the overtime.

Smith moved to accept the Chief's plan, seconded by Zeidan and carried unan. Mulford asked if the Local is supportive of this. The response was yes.

Volunteer Clerk-Chief Jim Dawson stated that the FH2 and FH3 do not have a social member. She would not be a firefighter. Rod MacLeod suggested a title; background check, and it is okay to volunteer for the District. Mulford stated that it would not be more than the Ladies Auxialry. Rod MacLeod stated the District would have her as a volunteer, and it should be defined as to who she would report to.

Ladders-Chief Jim Dawson reported that our ladders were inspected and various one need repair.

VFIS-will each one or two classes per year at \$17 per person. EVOC.

Defensive Driving-Chief Jim Dawson stated that we need to look into this. Mulford stated that perhaps our insurance carrier would provide. Chief Jim Dawson will follow up.

Safety Day –ST 2 exact date will be available at next meeting. (Saturday in September)  
Community Day –Freedom Park-provide ambulance for day and utility for night.

Members under 18 may use the gym if accompanied by a senior member.

Cell phones-bag phones \$317 each. ALS calls are done via telephone due to discussion of patient needs; phones are needed for privacy. Department of Health mandates cell phone or UHF-Vassar does not have UHF, therefore we need the cell phones. The current cell phones are analog and need to be updated. EMS Admin. Mike Benenati explained that these phones are used for advanced life support patients; communication with the physician at the hospital regarding administration of medications and patient information. BLS would use radio.

Smith moved to approve the purchase of two Motorola bag phones, seconded by Zeidan and carried unan.

Gear-Chief Jim Dawson stated that Globe declined repairs on our gear that is older than 10 years. This gear will not be used for members going into a fire. Zeidan asked how many sets are needed; Mulford stated that maybe 20 sets for interior and 20 for exterior and this was discussed with our grant writer. 20 sets would tide us over for now. Funds are allocated for 18 sets. 10 interior and 10 exterior needed. Mulford stated that we need to support this for our members. Mulford stated that we lose people if we can't give the volunteer a decent set of gear. Concern for using damaged gear. Mulford stated that he has a problem with issuing damaged or defective gear. Zeidan stated he has a problem with that also. Assist. Chief Barry Ward stated that we are issuing black gear to new members and we will immediately order a new set; otherwise the person will have no gear for several months. Zeidan stated that he understands the Chief's frustration; however, if someone gets hurt in that gear (defective/damaged) it will be a liability to the District. Assist. Chief Barry Ward would argue that the individual was someplace that he should not have been. Mulford stated when someone new comes in a new set of gear will be ordered. Chief Jim Dawson stated that all our spare gear is 10 years old. The gear is outdated as per the manufacturer for interior firefighting only.

Legal Counsel-Rod MacLeod-the gear must fit the task they are assigned to do. If they are not going into a burning building then they do not need gear for that. However you could be in a situation where the damaged gear still may not suit the task (other than going into a burning building.) Assistant Chief Barry Ward stated that the gear will be used in a low risk situation for a very short period of time. Mulford stated that he doesn't have a problem with old gear; but does have a problem with defective. Gear will be inspected by Lt. Lopes. This gear is part of the equipment list.

Approval of Bids Firematic equipment-\$49,800

Smith moved to approve the purchase of the Firematic equipment as recommended by the chiefs, seconded by Zeidan and carried unan.

Zoll Field Test-CPR device with battery pack. EMS Admin Mike Benenati would like to explore this; we are responsible for excessive damage. Cost is \$15000. put in grant list. 100% Effective. Possibility of extending if no CPR emergency occurs-yes as per Mike Benenati. Rod MacLeod stated we should advise our insurance when we have it.

Probationary Status-FF Jason Ryan and Robert Wells. Chief Jim Dawson stated that they be removed from probation. Smith moved to approve, seconded by Hines and carried unan. Letters and RPC to civil service.

Training requests-Wildland Medicine conference-2 members Chief requests  
Hines moved to approve seconded by Smith and carried unan.  
Cost comparable to FDIC

Firehouse Software-Request for EMS Administration and Secretary to attend-cost \$1700 per person. New Orleans.  
Smith moved to authorize up to four, seconded by Hines and carried unan.  
Hines asked if we could get more value for a buck. Chief Jim Dawson stated that this is an intense training sessions.  
EMS Admin. Michael Benenati stated that it is in depth programming, and covering all aspects of this complex software.

Fire Marshall Seminar- Montour Falls. Chief Jim Dawson would like to send Lt. Dave Schroeder and Time Sayles. Smith asked if Town would cover Tim Sayles. Zeidan asked if the Town could cover the cost for Tim as he is the Town Fire Inspector. To be looked into.  
FDIC-attendance would be one career, one volunteer and one commissioner.

47-55-Hines asked regarding the status. Assistant Chief Barry Ward stated that 47-55 will be repainted; electrical problem has not been identified; still issues. Letter needs to be drafted to E-One. 47-55 will be out of service for three weeks. Equipment will be relocated to other vehicles. Mulford we need to address this and follow up with legal counsel.  
Smith asked if we are entitled to something for being out of service. Letter should be drafted and distributor should be on copy. Mulford stated that we were supposed to receive an extended warranty and we have not received confirmation on that.

Shopkeepers Coverage-covers us; Mulford stated that he doesn't think we need additional insurance. Mulford states that he believes the wording in the MOU will cover this issue.

Generator Status-Mulford stated that we are moving forward. Transfer switch is problematic.

Grant writer-Mulford stated that he met with Assistant Chief Barry Ward, Michael Benenati, and Sam Doncel. Assistant Chief Barry Ward is getting information for Sam Doncel.

Clark Patterson-Mulford reported that the only project right now is the Generator.

New Legislation-regarding petitioning for consolidation of Fire District. The Association of Fire Districts opposed this. Rod MacLeod explained that the new requirement would change the percentage to 10% to consolidate a fire district. The previous percentage was 51%.

Mulford stated that we should send a letter opposing it. Hines moved to send a letter opposing this legislation, seconded by Lantzky and carried unan.

Travel Policy-Mulford to get it done

Letter to Local 3813-Hines stated that he will send the letter to the Secretary to send. Copy Rod MacLeod.

Return to Work Policy-Lantzky to work on it.

Credit Card –Mulford to supply

Mulford asked Joe Zeidan to assist Lantzky regarding Alcohol and Drug.

Workshop Session- Mulford stated that Saturday workshops proved very productive in the past. There was discussion regarding setting a date. Weekends are bad for Smith. Mulford stated that if he had two week notice he could set up for an afternoon session. Mulford suggested April 3, 2008 Thursday for the afternoon. Zeidan stated that we could firm this up at the March 25, 2008 meeting.

Executive Session-10:18PM Zeidan moved to go to executive session to discuss personnel issues, seconded by Smith and carried unan.

At 11:29 PM, the Board returned to the regular session.

There being no further business, Lantzky moved to adjourn at 11:30 PM, seconded by Zeidan and carried unan.

Respectfully submitted,  
Denise A. Holzberger, Secretary/Treasurer

\*\*\*Next meeting March 25, 2008