

Lagrange Fire District
Regular Meeting
Minutes
February 10, 2009
FH2 7:30

4693

The 895th meeting of the Board of Fire Commissioners of the Lagrange Fire District was held on February 10, 2009 at 7:30 PM at Firehouse #2. Present were Commissioners Lantzky, Smith, Hines, Ziedan, Canero; Chief Barry Ward; EMS Administrator Michael Benenati; Secretary Holzberger and firefighters.

Hines called the meeting to order and led the salute to the flag. Hines stated that this a regular Board of Fire Commissioners meeting held in public and will provide for the members of the audience to comment. Hines stated that we would like to limit discussions in the audience in order to allow the Board to conduct business in an efficient manner.

Public Comment-Hines asked if anyone had any comments. There was none.

Minutes-Hines asked for a motion to approve the minutes of January 27, 2009. Lantzky moved to approve the minutes as submitted by the Secretary, seconded by Smith and carried unan.

Correspondence-Secretary Holzberger reported the following:

Letter from Tim Sweeney regarding request for leave of absence effective February 1, 2009.

Letter from Local 3813 regarding 2009 officers.

Checks received as follows:

\$25.00 donation from Rita Sims. Ziedan moved to allocate the \$25 to the 2009 Equipment Budget, seconded by Lantzky and carried unan.

Two Checks (\$65.27,\$65.27) were received from Company 3 for refund of expenses of cablevision.

Lantzky moved to allocate to the 2009 Telephone Budget, seconded by Ziedan and carried unan.

Loss Runs from Safety Group 497 received.

Grant Writing Seminar on Thursday Feb 12, 2009 at Highland Fire Department.

Fire District Management teleconference on March 10, 2009

Co.1 Membership List received.

Fish Fry-Co.2 requested approval to run the fish fry from Friday February 27, 2009 through Friday April 10, 2009 for use by the public between the hours of 1600 to approximately 1900 with preparation and cleanup by members before and after the meal. Ziedan moved to approved, seconded by Lantzky and carried unan.

Bills-The following bills were submitted for payment, page 4694. Lantzky moved to approve the bills as submitted, seconded by Ziedan and carried unan.

Chiefs Report: Chief Barry Ward reported the following:

47-5 maze must be completed by 2/22

Bryan Zittel to cover QA/QI while Steve Daly is out

207(a)-Chief Ward stated he has been working with Denise and Tammy regarding defining a process and packet for the employee to review and discuss in executive session.

Hines stated that we need to make sure that the return to work policy, which is in process, works along with the 207(a) process.

Training-Chief Barry Ward stated that with cut backs at the state level, we will need to make sure training is available to our members and staff. Chief Barry Ward requests that FF Davyd Bullock be authorized to attend Public Fire Life Safety Educator 1 (32 hours) and Public Fire Prevention Education Program (12 hours); these meet NFPA standards as far as what is taught.

Canero asked for clarification of what is being taught. Chief Barry Ward stated that a standard format is taught based on NFPA and it is important to that we continue to have a presence in the schools. The cost for three shifts of coverage is \$1600; there is a testing fee of \$25 and total cost is \$2559.36.

Canero asked why we need this; Chief Barry Ward explained that NFPA format is taught. These classes take place the end of April and May; Zeidan asked if it conflicts with other training. Hines asked for a motion. Zedian asked regarding coverage; Chief Barry Ward stated that for the three evening shifts id approximately \$1607 for overtime. Chief Barry Ward stated that this would give us further depth and training. Hines reminded us that we have a zero increase. Chief Barry Ward stated that we looked at the overtime rate for 2008 and it was less than we estimated at year end.

Hines asked for a motion. Ziedan stated that we need the training for teaching the kids in the school; only problem is the overtime; we need to look at this, however it does affect children and it could save a life. Lantzky moved to approve, seconded by Canero and the motion was carried unan.

Fire Marshall-\$49 total cost. Tim Sayles requested to go. Chief Barry Ward stated that the Town will not send him, and the role he plays as far as the District goes and he is a strong ally for us; he is involved with building inspections. Ziedan moved to approve Tim Sayles at a cost of \$49, seconded by Canero and carried unan.

IT-Chief Barry Ward requested authorization to purchase a laptop. \$906.27 cost. Hines asked if any commissioners need a laptop. Hines stated that we appropriated for this equipment. Ziedan moved to purchase one for the Chief, seconded by Canero and carried unan.

Canero moved to purchase a laptop for Commissioner Lantzky, seconded by Smith and when the Board was polled the vote was as follows: Smith Aye Lantzky Aye Canero Aye Ziedan Nay Hines Aye
The motion was carried.

2009 Equipment List-Chief Barry Ward requested authorization to purchase up \$126,000 for the equipment. Smith moved to authorize purchase of the equipment up to \$126,000, seconded by Lantzky.

There was discussion/questions. Ziedan asked if we can purchase separately. Chief Barry Ward stated that the total will be up \$126,000; many of these items are State bid and in process already. Chief Barry Ward stated that we usually prepare an annual equipment list, present it to the Board for review, approval and advertisement for bid. Chief Barry Ward stated that the total amount would be up to \$126,000. Canero stated that we have already approved the list. Hines stated that the motion is to approve the expenditure of up to \$126,000. All agreed and the motion was carried unan.

Rescue System-Ropes; Personal Escape System. Chief Barry Ward wishes to put this out to bid. Cost is about \$20,000. Hines asked if it has been researched by FDNY; Chief Barry Ward asked if Hines has a contact and any feedback as we will look at that. Canero asked regarding the harnesses; Chief stated that they are part of this system. Canero asked regarding right and left; Chief Barry Ward stated that we have rectified that issue and the intent is to complete the system.

Lantzky moved to approve, seconded by Canero and discussion. Ziedan asked if any other local fire departments have it and if we can share it. Chief Barry Ward stated that he will follow up with Jeff Pells at Arlington. Ziedan stated that if they do not have them, perhaps another department would like to share in the cost. Canero stated that speaking as an interior firefighter, we need it. Ziedan stated that he is not opposed to getting them; just perhaps we can share the cost. Hines stated we have a motion on the floor and polled the Board. All in favor and the motion was carried unan.

Tanker Spec-Chief Barry Ward reported that the warranty statement as reviewed by legal counsel was included in the specs and two manufacturers have requested them (specs).

CDL-Chief Barry Ward stated there was a rumor circulated regarding a requirement for CDL licenses for drivers of apparatus when not in an emergency response mode. Chief Barry Ward stated that he has researched that and found that the law has not been enforced and there has been no ruling regarding non-CDL drivers operating apparatus. Chief Barry Ward stated that he was mentioning this as an FYI to the Board.

IT Policy-Chief Barry Ward stated that this needs to be adopted. Ziedan stated that he has not had the opportunity to review. Hines stated that we would table for two weeks.

Bills-The following bills were submitted for payment, page 4697. Lantzky moved to approve the bills as submitted, seconded by Ziedan and carried unan. Canero stated that the cost of ice melt is high as well as the other products from the vendor Drummond. Hines asked Canero to research this.

Service Awards-Bill Dunstan stated that his dad was transported and doing well in the Hospital; he had difficulty breathing. Bill Dunstan expressed his thanks to the Board for the professional service provided. Hines thanked him for the complement.

Bill Dunstan stated that regarding the \$50,000 Life insurance-those members who were in the program prior to Jan 1, 2009 are covered by AIG. Effective Jan 1 2009 new members will be covered by a new life insurance carrier which is Combined Life. There has been in a change in mortality tables which can affect cost. Bill Dunstan stated that The Hartford holds the assets for the plan, the Administrator is VFIS and now Combined Life handles the life insurance. Due to changes in mortality rates the cost may be slightly more. Bill Dunstan stated the he encourages that life premiums be paid first if the total payment cannot be made so that policies do not lapse.

The recent referendum raised the benefit to \$30 per year of credited service and increased the life insurance to \$50,000. The maximum benefit is \$900 (\$30 @ 30 years.) If someone joins the district and leaves after 2 years they are not vested until 5 years have been put in. Plan is structured for a probationary period. After 2 years, the members not meeting the requirements must be dropped from the plan and the \$50,000 life insurance is terminated as per the plan document. The members may re-apply. Bill Dunstan explained that he can come in and make a presentation to the members. Hines thanked Bill Dunstan for coming in. Entitlement age is now 62 years and a member can still build the benefit if they remain active and make the points. Bill Dunstan added that this life insurance is not tax free.

Role and Responsibilities-organizational chart. Chief Barry Ward discussed the various charts.

Chief Barry Ward discussed various roles for volunteer officers as well as career officers. Chief Barry Ward explained that Lt. Jason Lopes has done a great deal of work as far as inventory of equipment and its expiration and testing tracking as well as anticipating replacement cycles to integrate into our budget process. Examples of equipment with expirations are SCBA hose, air packs. Chief Barry Ward explained the importance of tracking our assets for replacement and budget purposes. Lt Kaiser will track knox boxes, hoses and getting equipment back. Vehicle maintenance is also being integrated into Firehouse software to ensure control of maintenance and certification/compliance as well as budget planning. Company officers have responsibilities for their personnel and equipment. Lt. Ed Murray will be responsible for pre-planning, building inspections and vehicle maintenance. Chief Barry Ward explained that in Boston there were fatalities as a result of a ladder truck collapse; vehicle maintenance tracking is critical to support compliance.

2009 Focus- Chief Barry Ward has reviewed objectives with the company officers and their responsibilities; focusing on driving training of members. Chief Barry ward stated we need to review with our grant writer and focus on health and safety including physical conditioning. We need to focus on what we need and could possibly obtain for health and safety. Chief Barry Ward stated that we need to look at this as we have a high amount of physical injuries. We need to look at replacement of scot bottles perhaps to replace with a grant.

Radios-moving along with radio replacement; Chief Barry Ward stated that we are standardizing radios to facilitate ease of use and uniformity.

Repeater and base station- Chief Barry Ward stated that it is in need of replacement.

Knox boxes- Chief Barry Ward stated that we need to replace and upgrade. Current ones are 15 plus years. Chief Barry Ward explained that the newer boxes would allow us to customize ourselves. Hines asked regarding the boxes on the commercial properties, who pays for that? Chief Barry Ward stated that the business owner pays. Owner can purchase online and we are notified to set up. Cost of boxes are \$500-700 for the owner.

Mutual Aid- Chief Barry Ward explained that we have been working with New Hamburg, Pleasant Valley, and Arlington for a number of years on various things and we have made headway regarding alarm assignments and implementing them.

Radio Protocol- Chief Barry Ward explained that we need consistency for band structure and we will share with the mutual aid departments to work together better.

Membership/Recruiter-

ID System- Jeff Canero has taken on the task of devising an ID system; identification cards.

Inventory control- Chief Barry Ward stated that he touched upon that earlier and Lt. Jason Lopes is working on that.

Hose Test- Chief Barry Ward stated that we vend this out and we can tie this into our inventory.

Tanker spec is out

Ambulance spec-in progress

Vehicle replacement- Chief Barry Ward stated that we need to review that.

Training- Chief Barry Ward stated that we need to incorporate back into our training self –rescue as per the State; this is a skill needed by all; focus on FAST training.

Driver Certification-Chief Barry Ward stated that we are going towards a standardized plan to help minimize risk.

FF Instructor II-Chief Barry Ward stated that we need to get as many as possible to do our own training as the State is cutting back. We would like to bring some training regarding heavy rescue up here in the spring.

Medical-Chief Barry Ward stated that we need to develop a process for 207(a) and Denise, Tammy and myself are trying to come up with a format for that.

IT-Phase II work-Chief Barry Ward stated that the Static IP address installed. WE are now getting into the functional area. Server and Network is installed. New email is coming. Sharepoint allows us to set up things like accident reports. Chief Barry Ward urges commissioners to use this email as this will allow storage and retrieval if needed.

Old Business-

Arbitrator-Hines stated that we will soon be beginning negotiations with the Local; the question is do we or do we not want to engage a negotiator. Canero stated he feels that we do not need one. Hines asked for a motion that the arbitrator is not needed at this time, seconded by Lantzky and there was discussion; Ziedan asked if we needed him down the road could we use him. Hines stated that in his opinion, yes; we would have to make that decision as a Board. Lantzky asked to amend and stated that rather than we don't need him we say we do not need him at this time. Canero stated that we stated the motion stated that the arbitrator is not needed at this time. Hines polled the Board and all were in favor and the motion was carried unan.

Minutes on the website-Secretary Holzberger stated that the response regarding space on the website was that we have almost unlimited space. Lantzky suggested five years. Minutes must be kept permanently; Secretary Holzberger stated that we keep a hard copy; the purpose on the website is for viewing. Ziedan asked what the legal requirement is. Legal Counsel Rod MacLeod arrived and was asked how long must be kept on the website. Rod MacLeod stated that they must be on the website one month after adopted. Lantzky stated that if someone wants to read the minutes two years back, then they must FOIL. Rod MacLeod stated that the website minutes would not be considered the official copy. Hines asked for a motion. Canero moved that the minutes be kept on the website for one year, seconded by Lantzky and carried unan.

Return to Work Policy-Hines reported that he has some further work to do and the Chief is working on a process which we need to mesh and review with legal counsel. Rod MacLeod stated that we need to complete drug and alcohol as well. Hines to get that as soon as possible.

Rose & Kiernan-2009 cost for renewal is the same as 2008 cost. Ziedan moved to renew, seconded by Lantzky and carried unan.

Business Cards-Secretary distributed a form for commissioners to fill out regarding business cards to order.

CIA Inspections-completed; Lantzky stated that we should arrange for an annual inspection.

ST 2 Doors-Smith stated that they are backordered.

Consultant Update-Ziedan requested that he needs to meet with the company members on a Thursday. Three members from each company will meet on 2/19/09 7:30 PM at FH2.Manitou to contact the Chief regarding scheduling meeting with him.

Deputy Chief-Ziedan would like to get together regarding moving ahead to put a package together to reach out to the two candidates and hash out what we need to do. Hines would like it in the form of a motion so that we can get a consensus. Zeidan moved that the commissioners get together to put a package together to reconsider the two candidates. Hines asked do the five of us wish to consider putting together a package for the two candidates. Lantzky seconded. Smith stated that there are new developments. Hines polled the Board and the vote was as follows: Smith Nay, Canero Nay, Ziedan Aye, Lantzky Aye Hines Nay.

Ladies Aux-Lantzky stated that the Ladies Auxiliary is interested in official recognition by the District with the understanding that there are requirements. Mrs. Trier stated that they would like this status so that they may be covered under insurance; they would be members not active firefighters. Rod-stated that the company must create a title for them.

There must be a distinction for this type of member. They currently have an affiliation with Co.2. Requirements and classification must be established by Company 2. Lantzky asked if the Ladies would have to participate in the OSHA classes. Hines asked if the Ladies would pursue this through the company. Mrs. Trier stated yes.

Roof Strips-in progress

St 2 Storage closet-Lantzky stated that the company is prepared to go on their own; blinds are broken and need to be replaced.

Lantzky moved to approve the renovation of the closet and blinds, Ziedan asked for a price. Hines suggested that Canero work with Co.2 regarding prices.

Credit Card Authorized signers-Secretary Holzberger explained that she has prepared a letter to the Mahopac National Bank (Tompkins Trust) regarding authorized cardholder for the District credit card. This updates information on officers effective January 1, 2009. Secretary Holzberger read the letter.

Smith moved to approve Credit card authorization letter as read by the Secretary, seconded by Canero and carried unan.

Propane/Fuel Oil Supplier-Hines explained that he is obtaining information regarding propane cost per gallon. Hines asked for approval to go forward, if we get a lower price. Quinlan will no longer provide propane gratis to Company 2 for the Fish Fry.

Hines is trying to get Bottini to provide the propane for the Fish Fry. Smith moved to permit Hines to obtain the propane from Bottini if they are lower in price, Ziedan asked if there is State Bid. Hines stated yes. The motion was seconded by Canero and carried unan.

Team Building-Hines asked if you want to do team building as a Board. Ziedan stated we affirmed this last meeting. Hines stated he will go forward.

Workshop-2/12/09 St 3 at 5:30 PM. Hines stated that we would get pizza.

Floor- Hines asked for any comments. There was none.

Executive session-At 9:25 PM Smith moved to go to executive session to discuss a personnel issue, seconded by Lantzky and carried unan.

At 10:20 PM, Smith moved to return to the normal order of business, seconded by Ziedan and carried unan.

There being no further business Ziedan moved to adjourn, seconded by Lantzky and carried unan.

Respectfully submitted,

Denise A. Holzberger, Secretary/Treasurer

