

LAGRANGE FIRE DISTRICT
SPECIAL/WORKSHOP MEETING
MINUTES
April 28, 2009
FH 2 7:30 PM

4629

The 900th meeting of the Board of Fire Commissioners of the Lagrange Fire District was held on April 28, 2009 at 7:30 Pm at Firehouse #2. This was a special and workshop meeting. Present were Commissioners Hines, Smith, Lantzky, Canero; Commissioner Ziedan was absent; Deputy Chief Barry Ward; Legal Counsel Rod Macleod; Secretary Holzberger and firefighters.

Hines called the meeting to order and led the salute to the flag. Hines welcomed everyone and stated that this is a meeting of the Board of Fire Commissioners in public and not a public meeting. We will offer at least once, the opportunity for public comment during the meeting.

Hines stated that at this time he would dispense with the normal order of business to open the bids for the uniforms. Secretary Holzberger reported that one bid was received from Buckshollow Emergency Equipment and noted that it was an itemized listing of cost per article of clothing and read the costs. Ralph Francisco stated that it sounds like the cost may be approximately \$500 per person. Hines asked for a motion to turn the bids over to the Deputy Chief and Ralph Francisco for review. Smith moved to turn the bids over to the Deputy Chief and Ralph Francisco for review and recommendation, seconded by Lantzky and carried unan. Ed Mulford stated that the Chief must approve and recommend bids. Hines stated that yes that it true, but in the absence of the Chief it would go to the Assistant Chief; to expedite the process Deputy Chief can review it.

Minutes-Hines asked for a motion to approve the minutes of April 14, 2009. Lantzky moved to approve the minutes of April 14, 2009 amended as follows: That the Board did not send a letter to Commissioner Ziedan requesting his resignation, the letter was sent signed by two individuals. This motion was seconded by Smith and carried unan.

Correspondence-Secretary Holzberger reported the following was received:
Associations of Fire Districts of Dutchess County-minutes of March 24, 2009 meeting
Dutchess County Dept of Personnel-information request for upcoming firefighter exam; need to fill out and return.

Contractor List 2009-Secretary Holzberger stated that Dyno Drain was added to the list for plumbers. Canero stated that Plass the Plumber may remain on the list. Hines instructed the Secretary to send the list to each company.

Boot Drop Request from Co.3-letter received from Company 3 regarding approval from Board of Fire Commissioners for boot drop. Hines recommended that this be tabled until we have further information regarding a date and location. Ralph Francisco stated that the location would be Red Oaks Mill Road and Titusville Road. Hines stated that we still need a definite date and location. Hines also reminded the audience that this is not a public meeting. Board members agreed that a date and location are needed officially from Company 3.

Loss Run received from NYS Safety Group 497 for the period as valued as of April 2, 2009.

State Insurance Fund Dividend received-. Checks for \$18,438.62 and \$26900.36. Smith moved to allocate the dividends to the 2009 Insurance Budget, seconded by Lantzky and carried unan.

Rose & Kiernan-letter received regarding premium credit of \$25.00, endorsement update and Insurance Disclosure statement. No action required by the Board.

US Senate-correspondence received regarding the opening of the 2009 Firefighters Grant Program.

Firehouse Software-annual maintenance and support contract due for renewal on 6/1/09. Smith moved to renew at a cost of \$1185.00, seconded by Lantzky and carried unan.

Dutchess Overhead Doors- contract for service. Canero had no report.

Bills-The following bills were submitted for payment, page 4631. Smith moved to authorize payment of the bills as submitted, seconded by Lantzky and carried unan. It was noted that the voucher submitted by Denise Fecketter be held until EMS Administrator Michael Benenati receives a response from the NYSDOH regarding reimbursement.

Grant Writer-Hines stated that Mr. Sam Doncel was here tonight to discuss the grant status with us. Mr. Doncel introduced himself and asked if the Board had any questions of him. Hines asked for an overview of his activity for the Lagrange Fire District. Mr. Doncel reported that the 2008 Fire Prevention is still pending approval with the grant committee. The Safer program which is directed to retention and recruitment and has been denied. M. Komorsky asked if the templates from successful grants could be used for us. Mr. Doncel explained that he is using the same templates; he wrote the successful grants. Mr. Doncel explained that there are three individuals on the grant committee who rate and grade the grants for the approval. Mr. Doncel stated that he was concerned as he did send 9 emails regarding the pending grant programs and received no response. The Fire Prevention grant period ended 3/9/09; Lagrange was not in the 50% for approval. An immediate review of your needs and wants is needed to determine the grants you should go for. Mr. Doncel stated that he will donate his time with the condition that he receives a receipt for \$2800 worth of service and 3 % of the grant if approved. There have been funds totaling \$500 million for harbors and \$210 million designated for Fire Department Buildings.

Hines asked who he (Mr. Doncel) emailed. Mr. Doncel stated that he emailed Barry, Joe Hines, LFD478, Ivan and Rod MacLeod. Hines apologized for no response. Mr. Doncel replied that we are already 11 days into the grant cycle; we must submit by May 20, 2009. Mr. Doncel recommended downsizing to less requests; cost to the District for his services would be zero with only a receipt for services rendered to support the donation. If we have a successful grant, cost incurred would be 3% of the grant.

Hines asked the Board for their opinion as to move forward with the grant applications. Deputy Chief Barry Ward reported that we can go after specific items. Hines asked for a motion to pursue the three grants. Smith moved to approve going forward with the three grants, seconded by Lantzky and carried unan. Mr. Doncel will contact Deputy Chief Barry Ward and EMS Admin. Michael Benenati to set up dates to meet regarding the grants. Mr. Doncel verified email addresses and stated that he also submits narratives for the grants. Deputy Chief Barry Ward stated that we need to plan in the Budget for the

possibility of obtaining the Safer grant. Mr. Doncel stated that he has spoken with the school districts regarding college tuition programs and he will discuss with the Deputy Chief. Hines thanked Mr. Doncel for coming in tonight.

Chiefs Report-Deputy Chief Barry Ward reported no safety issues.

Swine Flu-Deputy chief reported that there is a customized protocol.

47-71-Deputy Chief Barry Ward reported that there is a problem getting 47-71 out and we are relocating that to Station2 during the evenings and weekends; most drivers are in the ST. 2 area. During the daytime it will remain at St. 1.

Personnel-issues to be discussed in executive session.

Training- Davyd Bullock requested enrollment in the paramedic program. Deputy Chief Barry Ward requests the support of the Board. Cost will be determined after FF Bullock meets with the school. Hines stated he would like to understand the overtime cost. Deputy Chief Barry Ward stated that it has little or no impact on overtimes. EMS Admin. Michael Benenati stated that most clinical are done during off days. Hines asked for a motion.

Smith stated that he supports this based on the Deputy Chief's recommendation, and moves to approve Davyd Bullock's request to pursue the paramedic program, seconded by Canero. Discussion-Lantzky asked how many medics we want. Deputy Chief Barry Ward stated that we want as many as possible to best staff the district. Overtime is factored in the budget already. When the Board was polled all were in favor and the motion was carried unan.

Petzel- Deputy Chief Barry Ward reported that the bid contains three components: Escape system, end user class, and Train the Trainer. Deputy Chief Barry Ward stated that we need to create three new bids after reviewing with legal counsel. We have concerns as to who we will be dealing with and legal counsel suggests re-bidding the three areas. We need to prepare new specs as soon as possible. Hines agrees with Deputy Chief Barry Ward.

Smith moved to reject the bids that we have received, seconded by Lantzky and carried unan. Smith moved to re-bid the Petzel system as described by the Deputy Chief, to be opened on May 12, 2009, seconded by Lantzky and carried unan.

Tanker Spec-Deputy Chief Barry Ward stated that the specs have been reviewed and accepted with the exception of the penalty clause. Legal counsel, Rod MacLeod has reviewed the bid and it is valid. Deputy Chief Barry Ward stated that in his opinion, we will not find a vendor to comply due to the fact that the vendor cannot control the manufacturer. Time is critical as the bid (quote) is only good for a limited time. Smith asked about the size and length of the tanker. Deputy Chief Barry Ward stated that we can accommodate it at ST 2 and 3. Smith stated that there is a possibility of a third ambulance; we need to evaluate our vehicles; we may need to put low usage vehicles out of service.

Ralph Francisco stated that it would be unwise to accept the spec without the penalty clause.

Hines discussed the penalty clause; shall we stay with it, abolish it or modify it. Canero stated that we should abolish as no vendor will be willing to comply with it and we need to move this along. Lantzky concurs with Canero. Hines polled the Board to determine if they are in favor of abolishing the penalty clause. Smith NO Canero Yes Lantzky Yes Hines stated that given the importance of this issue he will ask for a formal motion.

Lantzky moved to abolish the penalty clause, seconded by Canero and when the Board was polled the vote was as follows:

Canero Aye Smith Nay Lantzky Aye

The motion was carried.

Hines asked for a recommendation of the deployment of equipment. Deputy Chief Barry Ward stated we need to act by May 15, 2009 and we need a plan.

47-11-Deputy Chief Barry Ward reported that it is in process; Arlington Fire District is working on it as per our mutual/shared services agreement. It should be re-stored to service by April 29, 2009.

Inspections-Deputy Chief Barry Ward reported that 47-12, 32 and 31 are next; hopefully they will be completed by the next meeting.

Driver Training markers-Deputy Chief Barry Ward reported that is completed.

Generator-Deputy Chief Barry Ward reported that Tim Moot has the information regarding the location of the enunciator panels and this will be completed. We need the manual shut off switches for St 1 and St 3 to be installed; cost for ST 1 is \$2470 and ST 3 is \$2440. De Leonardis can do this as they are familiar with the project and has worked with H.O. Penn. Hines asked if this was an oversight. Deputy Chief Barry Ward stated this may be a design oversight. Ed Mulford stated that this was a mistake by Clark Patterson. Legal Counsel stated that he would need to look at the contract. Ed Mulford stated that the panel was designed to self-test and it keeps running until it reaches 120 volts and there is no disconnect. This could be the problem with the lights at ST. 1 flickering. Hines stated that we will have our contract reviewed by legal counsel.

Bank Recs-Secretary Holzberger reported that we are two months behind; these need to be done. Lantzky and Canero will arrange to do. Hines stated Ziedan will be removed from the review of the bank rec.

Photo Id- Canero reported that he is still working on it.

Ladies Auxiliary-Canero stated that we need to contact the carrier. Hines asked if there is a Ladies Auxiliary in the District. Hines stated that he needed a membership list and is action pending by Station #2. Legal Counsel Rod MacLeod stated that the Board's only concern is that when the Ladies are called by the Chief are they covered. Ed Mulford stated that ST 1 and St 3 merged to Station 2. The Ladies Auxiliary is not incorporated; they serve at the pleasure of Station 2. Hines stated that an officer is required to request the Ladies to respond. Canero stated that (Mulford) does not know what he is talking about. Hines requested order and asked counsel for advisement.

Legal Counsel Rod MacLeod stated that VFBL does not cover the Ladies Auxiliary; the Board is merely trying to protect the Ladies if they respond; they do not need to be a specific entity.

Ralph Francisco stated that until this is resolved then the Ladies should not be asked to respond. Hines stated that we need to take a breath and do this right; he asked the Board if they agree to get the information regarding the coverage for the Ladies Auxiliary. We have a concern –protection of the Ladies Auxiliary and we need to discuss this. George Burns stated that the Ladies Auxiliary have worked at our carnivals, and marched in our parades and there has always been an assumption of coverage. Ed Mulford stated that we have always supported the Ladies Auxiliary and the Assistant Chief reported in a Company 3 meeting that the Board was looking at bringing the Ladies into an Active status. Hines stated that the Assistant Chief is not a Board member and we never said that. Ed Mulford stated that the minutes are not being posted. Hines stated that we need to put this to bed; you (Mulford) were wrong as to what was said the statement regarding the VFBL was never made; we merely wanted then to have some insurance coverage if they were injured at the scene.

Doors ST 2-Smith reported that the door at ST2 (meeting room rear) just needs re-caulking and screws.

Windows St.2-The window estimate is \$2500 to replace the five windows upstairs at ST 2. Hines stated that the quote was for under \$4000. Smith moved to purchase and install the windows upstairs at ST2, seconded by Lantzky and there was discussion. Lantzky asked regarding the cost. Smith stated it is \$2500 for five windows. When the Board was polled the vote was as follows: Canero Nay Smith Aye Lantzky Aye Ziedan Absent
Hines stated the motion was carried.

Bay-Smith reported that to repair the concrete in the bay the estimate is \$600. To re-insulate St.3 the estimate is \$1800 which includes labor and materials. Smith moved to repair the concrete and re-insulate St.3, seconded by Lantzky and carried unan.

Smith stated that a work detail will be needed to remove the contents of St 3's attic and recommends the use of masks. Ed Mulford stated that the area above the stand by room at St. 3 is wide open and will need to be closed up as heat escapes. Smith stated he will look into that.

Public Official Bond-Hines asked for report on Public officials Bond. Secretary Holzberger reported that we have requested a quote for \$5.4 million from our agent and we are awaiting that information.

Lights at St.1- Lantzky reported they are okay. Ed Mulford stated that the generator problem may have caused the problem. Lantzky will continue to monitor.

Hose Test- Deputy Chief reported that it is in progress.

Ambulance-Deputy Chief suggested getting the spec done and we should at least purchase one. Hines stated we should pursue the spec process.

New Business- Hines stated that we need to have an authorized signer as a back up to the Secretary /Treasurer, and stated that should be the Chairman. Legal Counsel Rod MacLeod stated that is correct.

Smith moved to authorize Chairman Hines be authorized to sign checks in the absence of the Secretary/Treasurer, seconded by Lantzky and carried unan.

CIA Inspection-Deputy Chief to coordinate the inspection of the alarm system at the mechanic's facility.

Workshop-Hines stated that we need to review the contract negotiation progress among Board members and requested that the Board members email the Secretary with their availability.

NYSHIP-Hines reported that we have been contacted by the representative and a telephone conference has been offered to us for the following dates-5/6, 5/7,5/12,5/13. J. Lopes stated that they feel that an in person presentation would be preferable. Hines to follow up with NYSHIP regarding this.

Planner-a draft will be forthcoming by the first May meeting and presentation by the second May meeting.

Building Inspections-Lantzky requested copies of the letters from the Town Inspector to review what has been done and what needs to be done. Secretary to forward to Lantzky.

Chief-Hines requested information regarding the appointment of a Chief. Legal Counsel, Rod MacLeod stated that the Board of Fire Commissioners cannot appoint a Chief, the Department elects a Chief and the Board then approves the Chief. If the Department wishes to nominate and elect a Chief, they may do so and then present the elected to the Board for approval. In the absence of the Chief the First Assistant Chief assumes the role of the Chief. Deputy Chief Barry Ward stated that some organizations use the first assistant chief and deputy chief in different line order. It was stated that the current First Assistant Chief is not comfortable with acting as Chief. Hines stated that if that is so then a discussion with the first assistant chief is needed.

Ed Mulford stated that if we do not have a volunteer Chief, and the Deputy Chief is then in charge then we have a de facto Paid Chief. Hines stated that we are not looking at a Paid Chief.

Hines asked if there is anything to report from the EMS Administrator. EMS Administrator reported that his report is combined with the Deputy Chief's report; it is consolidated for ease of communication.

Ed Mulford stated that he had heard a rumor that there was discussion of the Board eliminating life active status and asked for clarification from the Board. Hines stated that he knows of no such discussion. Lantzky stated that life active has not been eliminated; but requirements must be met to obtain LOSAP credit. Hines stated that was a rumor and Mulford was misinformed.

Ralph Francisco thanked the Board for permitting him to attend FDIC. Regarding Life Active –members need to meet half the requirements to maintain membership status. It was stated that Station is in need of cleaning. Hines stated that those items should be identified in a list and forwarded to Smith.

Uniform Bid results- Hines asked the Deputy Chief for report. It was reported that the bid was reviewed and cost for approx 60 uniforms would be \$18579.66 total, \$309.66 per person. Belts, hats and job shirts were deleted. Lantzky moved for the purpose of discussion, seconded by Smith and carried unan.

Lantzky asked if we could eliminate boots . Ralph Francisco stated that if we eliminated the boots for volunteers then e would have two separate classes of employees . Legal Counsel, Rod MacLeod asked the Board if the volunteers would be required to respond to calls in uniform.

EMS Administrator Michael Benenati stated that the career uniforms have been quoted. Hines asked for a motion to purchase, at a cost of \$18579.66. There was no motion.

Ralph Francisco stated that he would be filing an official notification of OSHA violations regarding the Board not purchasing uniforms for the volunteers. Hines stated that Ralph may do what he feels he needs to do.

Mark Komorsky asked if the public official bond is the same as a surety bond. Hines stated that yes .

At 9:40 PM Smith moved to go to executive session, seconded by Lantzky and carried unan.

At 10 PM Hines called the meeting back to order. There being no further business, Smith moved to adjourn at 10 PM, seconded by Lantzky and carried unan.

Respectfully submitted,
Denise A. Holzberger, Secretary/Treasurer