

STAMFORD JOINT FIRE DISTRICT

Minutes

March 10, 2020

The regular monthly meeting of the Board of Commissioners of the Stamford Joint Fire District was called to order at 7:00p.m. by Chairman Tim Powell.

The Pledge of Allegiance was recited.

Present were: Lucy Chichester, Deidra Hill, Ellen Kennedy, Dusty King, Peter Pioppo, Tim Powell, Bill Sharick, Stamford Chief AJ Vamosy, Stamford 1st Asst Fire Chief Don VanEtten, Stamford 2nd Asst Fire Chief Joe Hornbeck, and Stamford EMS Chief Ryan Hejnal.

The Minutes from the February meeting were read and approved with a few minor changes to make so can be finalized – 1st motion by Deidra, 2nd motion by Bill – none opposed.

Presentation of Bills

<u>Vendor</u>	<u>Amount</u>
Adobe	\$194.27
AT&T Mobility	\$191.15
Bound Tree Medical	\$274.84
Catskill Seasons LTD	\$363.20
Decker Advertising	\$681.00
Donald Stone	\$230.00
ESO Solutions, Inc.	\$4,134.00
ESO Solutions, Inc.	\$795.00
Har-Rob Fire Apparatus	\$160.99
Hughesnet	\$30.00
Margaretville Telephone	\$95.64
Mark Powell	\$500.00
McKesson Medical	\$46.60
McKesson Medical	\$450.86
Microsoft	\$107.99
NAPA (Gillee's)	\$75.47
NYSEG	\$266.93
NYSIF Workers' Comp	\$2,332.76
Paraco	\$89.15
Royal Ford Motors	\$71.90
Ryan Hejnal	\$7.45
The Daily Star	\$48.60
Turnkey Control Solutions	\$59.00
Village Printer	\$25.87
WEX Bank	\$115.38
TOTAL	<u>\$11,348.05</u>

Approval of bills as presented – 1st motion by Peter, 2nd motion by Dusty – none opposed.
There was one bill removed from the list (Har-Rob for \$7,179.38) – to be paid at later date pending resolution approvals.

Treasurer's Report

Checking Account	\$ 9,882.12
General Fund Account	\$ 140,240.01
Apparatus Reserve	\$ 26,082.56
Repair Reserve	\$ 29,941.76

All tax monies have been received from the Towns:

Stamford	\$43,714.58 (already received)
Kortright	\$10,534.87 (already received)
Harpersfield	\$92,384.28
Gilboa	\$39,507.86
Jefferson	\$22,783.40

Lucy also noted that a refund in the amount of \$1,478.00 was received from Karl W. Reynard insurance.

Privilege of the Floor

Commented that they are here to listen.

LOSAP Presentation

Peter had been in contact with a representative to attend this meeting, but due to the COVID-19 warnings, he presented via video conference from his office up in Albany.

- Ed Holohan comes with 30 years experience
- He presented two different plans:
 - Defined Contribution Plan
 - Works like a 401K and the department or district can make contribution to member.
 - Easier to budget for with no risks.
 - It's an invested fund and earns income. Account balance grows over the years until reach entitlement age.
 - Defined Benefit Program
 - Works like state retirement system.
 - More popular with the volunteer departments.
 - All depends on how much the fund earns.
- Ed explained can be retroactive back to five years – but of course adds to the cost.
- Department/district would select the pay-out year (ex. 62 years old for all members). There are no age differences – everyone is treated the same once the pay out age is determined (could be 20, 30, 62 years old).
- LOSAP incentive could be a good program to recruit and retain members.
- Need to be vested to be guaranteed – only exception is if convicted of arson – then would lose your payment.
- Department needs to keep track of yearly points. It takes three months to compile the info and submit by 3/31 year end. There is a 30 day time-frame for reviews and any rebuttals.
- The company prepares statement/annual report for each member. Points need to be accurate, documented and be able to stand up to auditor review.
- It was offered if we were interested that the company can do cost estimates at no charge to give a write up of what the plan and program would look like. Would need name/DOB/years of service information. Can also do workshops with department or district. Peter said he can work on this.
- The program can be terminated and payouts given and/or can change to other plan or program. All requires an election process for the district.

When the video conference ended, there was a quick discussion about the LOSAP program and how it would impact the towns served by the district.

Reports / Requests from Fire Department Chiefs

- Chief AJ Vamosy noted the following –
 - New members –
 - Vic Arnone and Christopher Sweeney – approve pending clear arson backgrounds. 1st motion by Deidra, 2nd motion by Peter – none opposed.

- Second set of gear needed: Margaret Schoonmaker and Matt Taylor (interior) and Cliff Mueller (same as what Jr FF's have). Three sets of gear at \$8,000 approximately + boots for Don VanEtten (in place of approval for Elijah Thomas who plans to move outside the district) + boots for Mark Fallon. Discussion to purchase the two interior sets of gear and see if there is anything in the cage that would work for Cliff. Two sets of gear + two boots would be approximately \$7,000. Approved. 1st motion by Peter, 2nd motion by Bill – none opposed.
- Radios are in – will give to Bill to inventory and distribute. Plan is to go live the middle of March.
- Discussion about radio for Jefferson ambulance so can communicate via UHF with Delaware 911. \$255 for portable to use for ambulance calls they respond to in our district. Ryan will get a quote and need to go through SFD BoD first.
- Chief Hejnal noted the following –
 - Radio quotes: Two G1's, one G3 + one Kenwood radio for Joe Hornbeck with mount and install is \$1,878.47. Approved – 1st motion by Bill, 2nd motion by Dusty – none opposed.
 - Discussion about five VHF portables with mic and carry case = \$2,257. More information is needed and has not been approved by the SFD BoD yet.
 - Working on a letter regarding the EPCR program and terminating the old program (have 60 days). Did first admin webinar and have another next week. Plan to go live by mid-April but SFD will shoot for early May so can do an in-service. There was an additional cost of \$795 per year for the new program which was not reported due to oversight. This service is not necessary to have, but suggest make purchase. Ryan has the user name and passwords already for the new program and will distribute after the second admin webinar and in-service has been done with the SFD EMTs.
 - Ryan reported that he attended the CON public hearing – the meeting was eight minutes long and took 90 minutes each way drive time.
 - Ryan noted that he spoke with Glen re: programming key for the Kenwood radios. Not sure if will be able to get one. He said he would come to SFD to program 2772 at no charge since we were doing our own programming.

Old Business

- Clean out and renovation of upstairs office – still a work in progress. The cables need to be tidied up and it was noted that Ellen cleaned up the desks and room.
- Purchasing policy – no updates at this time.
- Automatic door closer for upstairs office. Tim and Joe Hornbeck looking into. Reminder that we also need to get stoppers mounted on certain doors (swing up/down vs. using a wood wedge).
- Generator update – functioning at 100% after the block heater was installed.
- Discussion about department trainings. Will need to review who needs Sexual Harassment training as it has been one year for some members. Discussion about notification to members that if you do not do the training, you will be dropped from the rolls.
- Provident Insurance coverage – a rep is scheduled to come down on training night (Thursday, 5/14 at 7pm) to discuss coverage with SFD members.
- Bassett contract / department physicals – Ryan checked to see if there were any other options and there are none so we will have to continue with Bassett and their contract rates.
- Truck premiums – we got a refund of almost \$1500 and now the trucks are not overinsured.
- Discussion about the SFD physical fitness class (Get Fit with George) and the need for a waiver. The class is for SFD members only and there is coverage already under our liability insurance, so the waiver will not be used.
- Portable decontamination unit for scenes – being worked on.
- Discussion about EMS powerpoint presentation and that it has a great message. Will be presenting at the Town of Gilboa meeting next month – Bill, Peter, Ryan, bringing 2772 and EMTs will attend.

New Business

- Discussion about email from Kevin at Reynard Insurance about coverage regarding sexual harassment claims. Discussion to HOLD as we need more information from Kevin and/or this might be covered already under current policy.
- Commissioner training – Tim would need to attend or do via web. Approved. 1st motion by Bill, 2nd motion by Deidra – none opposed.
- Need to work on/review/update policies for the following. It was also noted that these items can be done with the SOGs and then adopted.

- Purchasing – working on
- Code of ethics – need to update
- Social media – need to update to meet state regulations
- Membership approval resolution – form on-line to approve
- Records retention policy – need to keep six years minimum
- Policy on public comments at meetings – need to do
- Information technology use policy – need to do
- Credit card use policy – need to do
- Workplace violence prevention policy – need to do
- MIA flag outside is tattered and needs to be replaced. Bill will take care of that.

Commissioner Reports / Discussion

- Deidra –
 - For the website – minutes are posted, call log information is not current, photos have been added.
 - Members only area is in the works – Tim and Deidra will discuss.
 - Discussion about ‘no parking’ signs – use Peter’s suggestion from last month at \$20/sign. Joe noted that he also has a catalog that can be looked at.
- Dusty –
 - Will order the door kickplates that were approved at last month’s meeting.
 - Still need to work on lighting, electric outlets, smoke alarms, shore line for 2771 (Tim to order)
 - Discussion about attire for EMTs when on scene – still need to do and Bill will help.
 - Discussion to replace/upgrade ballast on SFD sign by the firepits.
- Peter –
 - Truck battery cleaning – still need to do + 2020 replacements. Tim noted that he has a battery reader/analyzer that can be borrowed to test the batteries.
 - Back up alarms – 2771 is done, 2713 and 2761 need to do.
 - Clean truck compartments – remove rust, paint, etc. – need to do.
 - 2772 charger will be looked at next week. Warranty repair issue perhaps on the upfitter side.
- Bill –
 - Pagers are in and have been handed out.
 - 911 signs – met with the Town of Gilboa board – the project will be funded by them for their town with SFD members working on the sign numbering.
 - Commissioner polo shirts – working with Deidra and Peter will finalize the SJFD logo.
- Tim –
 - Building wish list – a few more things to get done.
 - The lawyers are talking to each other about the transfer of the firehouse from the Village to the SJFD – looks like we will have to pay for the title search, and not the appraisal.
 - TIC masks are back and per Bill, are working fine.
 - Landing zone at DEC building – HOLD for April meeting.

Other Business

- Options for a siren – Dusty and Kenny King still need to look into. Dusty does have some information about replacing one or both – will share.
- Solar panels – nothing to report.
- Reminder for December 2020 – interior list to Kevin + annual claims report to OFFPC.
- Air scrubbers and Illuma Door (sp?) – grant applications have been submitted and we should know by the second week in May.
- Paving project – need to do striping and seal coat Spring 2020. Discussion should call KCK Paving now to get on their list.
- New computers for Tim and Lucy – discussion that nothing really needs to be done now (they are currently running Windows 7) and suggestion was to hold off at this point.
- Discussion to adopt a resolution to pay out of the Repair Reserve Account for 2761 generator repair work at Har-Rob. Will need resolution and will need to notify the papers of hearing and post on our website. Approved – 1st motion by Deidra, 2nd motion by Peter – none opposed.

TRUCK REPAIR RESOLUTION

IT IS HEREBY RESOLVED by the Board of Fire Commissioners of the Stamford Joint Fire District;

WHEREAS, the PTO generator on heavy rescue truck 2761 was found at an MVC incident to be developing major mechanical issues; and,

WHEREAS, said truck is a vital part of the Joint Fire District's resources, and is in need of repair which the Board of Fire Commissioners have solicited quotes for the cost of the repair and have received a quote of not more than \$7,500.00 to repair the generator, and other needed repairs to said truck; and

WHEREAS, the Stamford Joint Fire District has presently in excess of \$35,000.00 in its repair reserve fund with which can be appropriated for said repairs; and,

WHEREAS, the Stamford Joint Fire District proposes to pay for any amount over \$7,500.00 from the current 2020 operating budget.

RESOLVED to use a maximum of \$7,500.00 from the repair reserve account for the repair of the heavy rescue fire truck 2761 subject to a public hearing pursuant to NYS General Municipal Law;

This resolution having been adopted by a unanimous vote by the commissioners present at the Stamford Joint Fire District Board of Fire Commissioners at its regular meeting held on Tuesday, March 10, 2020.

Meeting adjourned at 9:30 p.m.

Respectfully,

Ellen Kennedy
District Secretary