

# STAMFORD JOINT FIRE DISTRICT

## Minutes

April 14, 2020

*Due to COVID-19 pandemic, the Stamford Joint Fire District meeting was held via GoToMeeting video chat. At 7:00p.m. members of the meeting logged on awaiting the Chairman who was commuting from work assignment in Albany.*

The regular monthly meeting of the Board of Commissioners of the Stamford Joint Fire District was called to order at 7:40p.m. by Chairman Tim Powell.

~~The Pledge of Allegiance was recited.~~

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

The Minutes from the March meeting were read and approved. 1<sup>st</sup> motion by Dusty, 2<sup>nd</sup> motion by Peter – none opposed.

### **Presentation of Bills**

<b><u>Vendor</u></b>	<b><u>Amount</u></b>
Bound Tree Medical	\$272.95
Country Home Security	\$96.24
Donald Stone	\$120.00
Emergency Services Marketing (IAR)	\$735.00
Har-Rob Fire Apparatus	\$7,309.48
Har-Rob Fire Apparatus	\$130.10
Karl W. Reynard	\$2,285.00
Margaretville Telephone	\$95.50
Mark Powell	\$500.00
McKesson Medical	\$60.77
OnStar	\$25.00
Paraco	\$633.31
Sherman Air Service	\$250.00
Upstate NY Plow & Truck Body	\$110.00
USPS (box rental)	\$76.00
Village of Stamford (sewer)	\$70.00
Village of Stamford (water)	\$43.35
WEX Bank	\$417.17
<b>TOTAL</b>	<b><u>\$13,229.87</u></b>

Approval of bills as presented – 1<sup>st</sup> motion by Deidra, 2<sup>nd</sup> motion by Peter – none opposed.

There was discussion about the NAPA bill (need credit for one light that was returned); discussion about Upstate NY Plow (labor that was done on 2772 – radio installation); and about Country Home Security (confirm that the heads were installed).

### Treasurer's Report

Checking Account	\$ 4,745.17
General Fund Account	\$ 140,244.68
Apparatus Reserve	\$ 26,083.70
Repair Reserve	\$ 29,943.07

### Privilege of the Floor

With this being a GoToMeeting session, the public can only listen, not comment. They have been advised that if they have any questions about this meeting, they can contact the District Secretary via email and their questions will be part of correspondence at the next SJFD meeting.

### Reports / Requests from Fire Department Chiefs

- Chief AJ Vamosy noted the following –
  - New members –
    - Michael Brosnan and Leeman Markee – approved by the department and both have clear arson backgrounds. 1<sup>st</sup> motion by Bill, 2<sup>nd</sup> motion by Dusty – none opposed.
  - Need to buy another set of boots for Elijah Thomas since he will not be leaving the area. Discussion to wait and see how monies are due to COVID-19 expenses.
  - Working on radio system and updates. AJ and Ryan were just on a video call with the county about the radios and updates. Ryan noted that we should not be utilizing the scan option for day to day operations. Also that we are programmed with priority scan so we should not have the issues other departments do (ghost tones, etc.)
- Chief Hejnal noted the following –
  - KJBL quote for five VHF radios and mics + cases, two UHF portables = \$2,913.50. Approved. 1<sup>st</sup> motion by Dusty, 2<sup>nd</sup> motion by Peter – none opposed.
  - Discussion about Commissioners' approval of bills since not meeting in person. All bills were submitted for review and approval prior to the meeting via email/scan. Any submitted after the approvals will need to wait until next month's meeting. Electronic signature was provided on bills by Deidra, Peter and Bill. Dusty also reviewed the bills and gave his approval via an email (not signed on the bill summary sheet).
  - Discussion of status of termination of old EPCR program. Ryan noted it has not been done yet due to COVID-19 (regional meeting was cancelled) and approval agencies not being available (for the new program which goes from region to state). Ryan did note to keep an eye out for any bills coming in – don't think we've hit the 250 mark yet.
- Discussion about programming radios and if we have the software, hardware or specific radio cables.

### Old Business

- Clean out and renovation of upstairs office – still a work in progress. The cables need to be tidied up. **TABLED** for now due to COVID-19 and not a lot of activity at the firehouse.
- Compliance with policies and forms – can do with the SOGs and then be adopted. **TABLED** for now due to COVID-19
  - Purchasing
  - Code of ethics
  - Social media
  - Membership approval resolution
  - Records retention policy
  - Policy on public comments at meetings
  - Information technology use policy
  - Credit card use policy
  - Workplace violence prevention policy
- 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). **TABLED** for now due to COVID-19
- Discussion about department trainings. Looks like we are in good shape and there are on-line sessions available through the Association of Fire Districts which can be used to meet our needs.
- Provident Insurance coverage – a rep is scheduled to come down on training night (Thursday, 5/14 at 7pm) to discuss coverage with SFD members. Will discuss pending any governor orders of when can have group gatherings.

- Bassett contract / department physicals – noted last month that we will have to continue with Bassett and their contract rates. **TABLED** for now due to COVID-19
- Portable decontamination unit for scenes – **TABLED** for now due to COVID-19
- EMS powerpoint presentation at Town Board meetings -- **TABLED** for now due to COVID-19
- LOSAP program updates – Peter will continue to work on to see what can be done to get facts, figures, numbers to see if can move forward.
- Sexual harassment insurance coverage – we should be OK.
- MIA flag order status – Bill was given permission to place the order.
- Paving project update – sealing and striping in Spring 2020. Tim will contact KCK Paving to get on their list for when business is open again.

### **New Business**

Tim noted, "I think, personally, I have to say, our leadership in the fire department, board of directors, and especially the chief officers, are [doing a] tremendous job stepping up to the plate and making sure [the] fire department is running safely and efficiently, reaching out to members, making sure everybody's doing well." He also noted that we're moving forward if we can and will conduct our meetings this way (GoToMeeting format) if we have to. A thank you to everybody that's doing everything.

Ryan said that there was one thing he forgot in his report. For the COVID-19 supplies, he got an email from a supplier (Bound Tree) about a back order mix up and that orders are being cancelled. Ryan will have to go through and see what orders have been placed/gone through and what has not + what has been shipped. He will keep the Commissioners and Board of Directors in the loop. Tim said to also check alternate resources out there – if we need something and have to pay a little more, should be done so our members are protected. We have been also using local vendor Catskill Seasons LTD.

Discussion also that the county has adopted what Ryan had put together for response for first responders agencies.

Generator repair and payment to Har-Rob was discussed. It was posted in the legal notices and on our website, had the permissive referendum and there has not been feedback or a petition requesting a public hearing from the district's voters. Motion to pay Har-Rob the approximately \$7,200 for 2761 generator repair – 1<sup>st</sup> motion by Dusty, 2<sup>nd</sup> motion by Deidra – none opposed.

### **Commissioner Reports / Discussion**

- Deidra –
  - For the website – minutes are posted, call log information is not current for fire.
  - Members only area has been added to the website, is up and running, and has some information and documents posted. Tim asked if the webpage can have a button for members to use to get directly to the members only section instead of having to go through the link and log on. Deidra can do something on the site.
  - Discussion about 'no parking' signs – Joe was going to share a catalog he had with Deidra.
- Dusty –
  - Door kickplates are on back order.
  - Still need to work on lighting, electric outlets **TABLED** for now due to COVID-19
  - Smoke alarms are done and back up
  - Shore line for 2771 (Tim to order) **TABLED** for now due to COVID-19
  - Discussion about attire for EMTs when on scene – still need to do and Bill will help. **TABLED** for now due to COVID-19
  - Discussion to replace/upgrade ballast on SFD sign by the firepits. **TABLED** for now due to COVID-19
- 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. **TABLED** for now due to COVID-19
  - Back up alarms – 2713 and 2761 need to do. **TABLED** for now due to COVID-19
  - Clean truck compartments – remove rust, paint, etc. – need to do. **TABLED** for now due to COVID-19

- 2772 charger will be looked at next week. Warranty repair issue perhaps on the upfitter side. Know Ryan is looking at that.
- Recruit NY event – postponed for April date – hope to reschedule for future.
- Discussion about the Indian packs and that they're all up and running, will test the new one, but that's just for evaluation and if it's something we want to eventually look into.
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- Bill –
  - Noted that he took three pagers to Delhi to be serviced through the manufacturer. There is an issue with them, it's not the programming and not sure of turn around time – but hope to get them back soon to our members.
  - 911 signs and the Town of Gilboa **TABLED** for now due to COVID-19
  - Commissioner polo shirts – working with Deidra and Peter will finalize the SJFD logo. **TABLED** for now due to COVID-19
- Tim –
  - Building wish list – a few more things to get done. **TABLED** for now due to COVID-19
  - 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. The lawyers are working from home right now.
  - Landing zone at DEC building – probably not going to happen.

### **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 OFPC.
- Robinson-Broadhurst grant status – should know by second week of May: air scrubbers and Illuma Door (sp?), extra monies from ARGO to use for additional purchases
- Discussion about SFD 150<sup>th</sup> and grant application. Discussion that we should push for what we really need (items noted above), the 150<sup>th</sup> is not likely to happen in 2020, we shouldn't ask local businesses to help sponsor us.
- 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.
- Ellen noted that the \$95 GoToMeeting invoice was not on the list of bills. It had come up at the last SFD meeting and should go to District. Discussion that it will need to go on next month's billings as there is no paper trail right now to pay it and all bills have already been approved. SFD should be invoicing SJFD.
- Discussion about base radios being installed. AJ noted that they were not sure when they would be done – but hopefully this summer.

Meeting adjourned at 8:20p.m.

Respectfully,

Ellen Kennedy  
District Secretary