**EAST CLINTON FIRE DISTRICT COMMISSIONERS MEETING – FINAL**

May 13, 2020 Regular Meeting 7:00

COMMISSIONERS IN ATTENDANCE: COMMISSIONERS ABSENT:

Stephen Forschler, Chairman

Michael DiGiacomio

Russell Tompkins

Robert Trzcinski

ALSO IN ATTENDANCE:

Robert Simon, Treasurer

Jim Passikoff, left at 8:05 p.m.

Rod MacLeod, Attorney, arrived at 7:00 p.m.

Chairman Forschler called the meeting to order at 7:00 p.m. and explained to the public the process of reviewing the Vouchers and Financials and said this is the first Zoom meeting held by the ECFD Board of Commissioners.

**CORRESPONDENCE:**

* Wilmington Trust Statement of Account 06/01/18 through 04/30/2020 – Commissioners copied.
* Update regarding workers compensation and VFBL coverages relating to the COVID-19 Virus – to Chief Estes and Susan deHaan.
* Town of Clinton - Hudson Valley Community Power – The whole town was opted into the community solar set up so the fire district is in unless we choose to opt out. Commissioner Tompkins said they give an average for Central Hudson for a 24 month period and some months you will be above and some below. They claim a 10% savings using full green. If you select the standard option, you will save more but will be using some fossil fuel. If you don’t return the card, you will automatically be enrolled in the full green.

A motion was made by Commissioner Tompkins and seconded by Commissioner Trzcinski to go with the standard option. The district’s cost for electric will be lower than it is now and we can always opt to go fully green down the road.

Commissioner Tompkins Aye

Commissioner Trzcinski Aye

Commissioner DiGiacomio Aye

Chairman Forschler Aye

Motion carried 4-0. The board authorized the secretary to submit the card with the standard option selected.

* FOIL Request from LexisNexis for the fire department report on the car fire on Talleur Lane in July. The secretary and chief will submit the report.

**MINUTES:**

A motion was made by Commissioner Trzcinski and seconded by Chairman Forschler to accept the April 15, 2020 regular meeting minutes as presented.

Commissioner DiGiacomio Aye

Commissioner Tompkins Aye

Commissioner Trzcinski Aye

Chairman Forschler Aye

Motion carried 4-0.

**FINANCIALS:**

Having reviewed the vouchers, a motion to pay the bills per the abstract dated as of April 30, 2020 was made by Chairman DiGiacomio and seconded by Commissioner Trzcinski.

Commissioner Trzcinski Aye

Commissioner Tompkins Aye

Commissioner DiGiacomio Aye

Chairman Forschler Aye

Motion carried 4-0. It is noted that check numbers 3010 and 3011 were added to the abstract for Ready fresh for $120 and Optimum for approximately $150.

**AUD Status** - Mr. Simon has submitted the completed AUD.

**Independent audit** – Mr. Simon has sent the auditors QuickBooks. They will ask for bills as needed and are working electronically. Mr. Passikoff said the due date may get pushed out due to COVID. They will contact individual commissioners as they did last year.

**Verizon Update –** Mr. Simon said as it stands now, the Verizon bill is $145 and change. We are changing the service going through OSC which will allow us to get a NY contractor case on the Verizon lines and phones which will reduce our cost and get us a prioritized line as first responders.

**Budget Transfers –** The surplus transfers to the reserve funds were approved at the March meeting but were overlooked in March and April. That is why they are in this month’s report. The surplus was $142,000. $50,000 was transferred into the equipment reserve fund and $20,000 was transferred to the capital improvement fund. The remainder will remain in general savings. Per the March minutes, Mr. Passikoff said the board could keep back approximately $70,000 in general savings. Mr. Passikoff said the expenses for January and February were $73,000. That is where the $75,000 came for the fund balance.

A motion was made by Chairman Forschler and seconded by Commissioner Trzcinski to accept the bank statement for the period ending on April 30, 2020 and in agreement with that noted on the balance sheet as put forward by Mr. Passikoff with no exceptions.

Commissioner DiGiacomio Aye

Commissioner Tompkins Aye

Commissioner Trzcinski Aye

Chairman Forschler Aye

Motion carried 4-0.

**FIRE POLICE:** Tim Odell – Not present.

**DEPARTMENT**:

Car 1 – Don Estes – Monthly Calls: 10 Year to Date: 30

* The flow test on the SCBA has been completed and the inventory reduced from 16 packs to 10 packs which will save some money.
* Site masks are updated and for sale and can hopefully be exchanged for PPE.
* Forestry gear should be issued soon to exterior and interior firefighters. Chief Estes is applying for the same grant as two years ago from the DEC. Once the gear is received and he can demonstrate it has been purchased, he is confident the $1,500 reimbursement will be received.
* Monday nights have been utilized for training and quick call re-checks on the first Monday.
* We are doing driving re-certifications and pump training limiting the number of people.
* We have not having classroom sessions. As far as OSHA qualifications, all members will be complete by the end of the year.
* Assignments for 2020 were given out: Chief Estes is training, OSHA, and reports, Deputy Chief Bathrick is equipment and inventory, Deputy Chief Russell is radios and rigs, Chris Gammone is accountability and bailout, David VanLeuven is bays and assisting with training, Tim Bathrick is SCBA, Lynn Estes is decon and rehab and Susan deHaan has her items. Chief Estes would like to take away the term support and call this subsidiary group the rehab and decon team. It is more fitting to the actual work they do.

Chairman Forschler clarified that equipment checks are done one night per month and the trucks are pulled outside. Pump op training is lightly attended and is outside and safe.

Car 2 – Jim Bathrick – Not present.

Car 3 – Kevin Russell

* Driver training and pump op is about half done.
* All vehicles are inspected except car 7 which will be done at the end of the month.
* 38-63 had to be serviced for an oil leak and will be finished next week.
* 38 is down for preventative maintenance.
* The generator was showing a code which is either the board or a connection on a board. The repair guy will call when he can do it.
* The hose test will be May 28th.

Chairman Forschler asked about the oil leak on 63. It was a high pressure pump and gaskets were ordered.

**SUPPORT:** Not present**.**

**EMS** - Susan deHaan Monthly Calls: 10 Year to Date: 41

* We have had no COVID calls.
* Proper PPE is worn on all calls by everyone.
* We created a form to document who was on each call and what PPE they were wearing, who had patient contact, who was the driver. If there is any question that it is a COVID case, only one EMT goes in first to determine the situation by asking specific questions. Chairman Forschler said he will provide the documentation from the insurance company in case there is potential COVID exposure.

**MEMBERSHIP:**  Ed Olson

* There are no new member applications.
* Mr. MacLeod said it is the responsibility of the fire district to approve district chiefs. The district does not approve company officers. When asked, Mr. MacLeod said if the district wants to set minimum education requirements, it should be done before elections.

A motion was made by Chairman Forschler and seconded by Commissioner Trzcinski to accept Don Estes, Jim Bathrick and Kevin Russell to serve as district officers for the next 12 months. When asked, Mr. MacLeod said the district has no say over the company officers but can accept or reject district officers.

Commissioner DiGiacomio Aye

Commissioner Trzcinski Aye

Commissioner Tompkins Aye

Chairman Forschler Aye

Motion carried 4-0.

* The board asked for the other elected positions. President Ed Olson, Vice President Mary Ann Thompsett, Company Secretary Kim Klemenko, Treasurer Lynn Estes, three Members-At-Large Jim Ruffell, Kevin Colley and Oscar Burkowski, Sargent-At-Arms Tim Bathrick, Chaplains Don Estes, Steve Forschler, Jeanette Bagnasco.
* To assist with the pandemic, New York State offered to extend EMT cards to some EMT’s so Chairman Forschler has a new EMT card through December 31, 2020.
* Commissioner Trzcinski said there are a couple of members on the active list and the LOSAP list that have not been accepted by the Board. They are not covered by VFBL. Until the district either actively or by default accepts new members, they cannot respond.
* Ari Meisel and Steven Browne were accepted by the Board in April and can respond. Mr. MacLeod said the board has 40 days from the date the district secretary receives the application to approve or disapprove an application before it is approved by default. Mr. Olson said he usually submits applications at the district board meetings.
* Active Member Listing – The district secretary sent an email to Kim Klemenko which explained what was needed to complete the active member listing. Mr. Olson will follow up. The board would like the completed roster by the June meeting.

**Penflex –** Commissioner Trzcinski said Ed Holihan has not heard back from New York State which he says he needs to do before he blesses the defined contribution plan. Mr. MacLeod said NYS is deciding whether they want to be the administrator of the program. Ed needs the state to say they will take it on before he will take it on since Ed works for the state. There are other administrators out there. It does not have to be Ed. Commissioner Trzcinski said he has reached out to two other entities but right now, everything is in flux. He said as he understands it, the defined contribution plan is active and we have a two tiered system as of January 1, 2020. That is not in question. Commissioner Trzcinski will continue to monitor.

**Cancer Insurance –** Commissioner Trzcinski said some alternatives are being considered but the law has not changed yet. There is some ambiguity on what was looked at initially when individuals first started fire service. He thinks it is $43-$45 for basic coverage per individual to activate cancer insurance through our current insurance providers for interior firefighters. It is up to the board. Our insurance provider says everything is copasetic. Chairman Forschler said right now we are self-insured. Commissioner Trzcinski will look further into this.

**Fiddlers Bridge Road –** Chairman Forschler said Chief Estes, Commissioner Trzcinski and himself met at the West Clinton Firehouse with Robert Balkind, Commissioner of the DPW, Todd Martin, Commissioner of West Clinton and the town highway superintendent, and some of the West Clinton chief staff to discuss the replacement of the Schultzville bridge. The work is scheduled for April to August and the number one concern is that West Clinton provides coverage to a fair portion of East Clinton. They had a good discussion. The county offered to set up a temporary bridge which would double the cost of the whole project. The sentiment was that it was not necessary for the six to eight times a year we would have to go back and forth. They also offered dry hydrants. We also discussed the possibility of moving a piece of equipment, 38-63, to the town hall. It would give better coverage at the north end of town. Todd was open to that.

**ISO** – Commissioner Trzcinski said the resident list for ISO is residents in excess of five miles of the East Clinton Fire House with the intention of approaching West Clinton for some sort of coverage agreement. Commissioner Trzcinski needs information from Chief Estes. He said it changes the issue if you are using Schultzville Road. ISO needs a 12 month a year access portal for the big rigs. Ray Bawol’s house on Centre Road is the five mile point from Schultzville. The list was provided by Theresa from the assessor’s office at the town hall and is a good list. It encompasses everything on the north end of the district. Chairman Forschler said another avenue would be to petition the town to improve Schultzville Road to provide a 12 month solution. Commissioner Tompkins said too many people are against improving roads and don’t want dirt roads paved as they don’t want to lose the bucolic effect of dirt roads. He thinks that would be a long road to haul. Chairman Forschler suggested possibly enlisting the help of Mr. Balkind as the road would be much safer if it was paved. Chief Estes said he will not let the tanker on that road during January and February. Commissioner Trzcinski said there are residents not on Schultzville Road who our outside the five mile radius. Chairman Forschler said it will make a difference to some of these people if Schultzville Road is passable. Commissioner Trzcinski will re-send the list of addresses to Chairman Forschler and Chief Estes.

**Intersection of Firehouse Lane and Salt Point Turnpike –** Commissioner Trzcinski asked if Chief Estes was happy with the measures taken by the store to help with sight distance. Chief Estes said it has gotten a little better but is not great and will never be good. Also the store is not running at 100% due to the virus so there are less people coming and going. Commissioner Trzcinski asked Mr. MacLeod what if any exposure is there to the district since we have notified the county and the town of our concerns. Mr. MacLeod said you’ve done all you can do. It would, however, be appropriate to send an annual letter to the town. Commissioner Trzcinski said we do have options to widen the road. It’s a town road until it hits the county road – does that put it back in the board’s lap. Mr. MacLeod said no, you have done all you can do except eminent domain. Chairman Forschler will put together another letter to Mr. Balkind and Mr. Martin expressing the district’s ongoing concerns.

**Policies –** Mr. MacLeod has drafts on the policy updates and will get them out in the next couple of days.

**Camera –** Mr. Simon said the cameras were installed in March and are operating at 100%.

**Open House/Annual Dinner –** It was agreed it would be better to wait before rescheduling the open house and the annual dinner was cancelled. Chairman Forschler suggested instead of waiting to reschedule to dinner to a restaurant, why not have a catered, outdoor BBQ at the FH keeping it small. We would not be able to invite neighboring mutual aid companies. The board thought that was a good idea. Chief Estes said it’s a nice gesture but the dinner committee is usually done by the company and he deferred to the president to pass through the committee. Mr. Olson said he was open to that. Chairman Forschler said the board would be looking for feedback at the June meeting so we can get it in before bad weather. Mr. MacLeod said the board has not sworn in any officers. The chiefs should be sworn in. It does not have to be done at a public meeting and the district secretary can do the swearing in. Chairman Forschler will schedule a swearing in.

**Zoom –** Chairman Forschler suggested offering up the use of the district’s Zoom account to the company so they can have their company meeting and the commissioners agreed. Mr. Olson will look into that.

**Emergency One/TEK –** Commissioner Trzcinski has not done any work on that and does not think now is a good time to switch providers. We need a contract for specificity on what we are expecting. Chairman Forschler said this goes hand in hand with the physical requirements and drug testing. This will be addressed in June and Chairman Forschler asked Mr. MacLeod to write up another contract for TEK. Emergency One has submitted a contract.

**Active Member Reinstatement Policy –** Commissioner Trzcinski said we have not resolved what people need to do to make up what they need to make up to become an active member. We approved the two month deferral. Chairman Forschler thought the remaining question is how to provide a remedy for people who have not made the 5% requirement of either the fire or rescue calls to whichever subsidiary group they are attached. We have provided a remedy for military service and for OSHA and drills. We laid out many requirements to keep people safe and current and have deferred to Chief Estes on making a decision on military leave. Chief Estes said he is interested in training and safety, not LOSAP. We had a couple of members short on classes and drills and they had to make them up within a time frame before they could respond. As far as the 5%, we discussed giving the person two months to improve their call response and if they did not improve, they would be suspended from active duty. The secretary will pull together the motions made in previous minutes regarding these items and send to the board in advance of the June meeting.

**Commissioner Vacancy –** Chairman Forschler asked if there was interest in conducting the interviews via Zoom. Eliot Werner, one of the candidates, was on board with that. Chairman Forschler will contact Mr. Werner off line to schedule and will contact the other candidate to see if he would be open to that. Chairman Forschler will host the meeting.

**LOSAP Points relative to COVID –** There have been discussions at the state level of the restrictions in place due to COVID limiting the ability of members to accumulate 50 points and there is talk of the legislature approving a bill which would allow the district to give people credit for points depending on their 2019 points. Mr. MacLeod said a bill has been drafted but is not yet before the senate and house. There is no guarantee the legislation will pass. Chairman Forschler pointed out that the board did amend our point system in 2019 effective 2020. Commissioner Trzcinski brought up a communication from the county and Mr. MacLeod said the county does not have any say in this. It will come from the state.

**Firehouse Lane/Salt Point Turnpike Intersection –** Commissioner Tompkins wanted to re-visit this topic to say that there are places where there is a traffic light at an intersection and the fire trucks can change the light to red to stop oncoming traffic. They have it in Arlington. That might be a possibility for this intersection. Chairman Forschler said a previous board made that suggestion five or six years ago and were rebuffed by the county but we can definitely ask again – he will include it in his letter. Commissioner Tompkins said it would definitely be easier than re-aligning the road.

 **Public Comment**

* Arthur Wieland said regarding keeping a truck at the town hall, who would run the truck. Chairman Forschler said both he and Mr. Russell live in that vicinity so either one of them could do that.
* Tony Irkliewskij asked if the minutes are on the website and Mr. Simon said yes, on the home page just click on minutes.
* Eliot Werner asked if the agendas were posted on the website. Chairman Forschler said they are not. He typically puts out a topic list and then gets feedback from the other commissioners but we can consider it.
* Commissioner Tompkins asked if a fire truck was kept at the town hall, whose truck would it be – East or West Clinton? Chairman Forschler said we talked about East Clinton. Commissioner Tompkins said if it’s West Clinton, there are a number of men who work for the Clinton highway department who are firemen so would be around during the day to operate the truck if need be. Chairman Forschler said that point was considered but when they are not around during the day, the truck would be out of district and further away from the area of response. He said this is all preliminary and will not be finalized until March or April of next year. The bridge will be out from April to August or September. The ruling on the bridge is if you hug the right rail and don’t exceed 25 miles per hour, you can take a 16 ton tanker across the bridge.
* Tony Irkliewskij said there are normally paper copies of the previous month’s approved minutes and the P&L statements available at the meetings – are both of these on the website. Mr. Simon said yes.
* Meg commented that this was a good meeting.
* Chairman Forschler said we should plan on the June meeting also being a Zoom meeting. The law is through June 6th but there is a good chance it will be extended so everyone should stay tuned.

A motion was made by Commissioner Trzcinski and seconded by Commissioner Tompkins to adjourn the meeting at 8:45 p.m.

Commissioner DiGiacomio Aye

Commissioner Tompkins Aye

Commissioner Trzcinski Aye

Chairman Forschler Aye

Motion carried 4-0.

The next regular meeting of the Board of Commissioners will be held on Wednesday, June 10, 2020 at 7:00 p.m.

Respectfully submitted,

Karen Buechele, Secretary

East Clinton Fire District