

EAST CLINTON FIRE DISTRICT

October 14, 2020

COMMISSIONERS MEETING – FINAL

Regular Meeting 7:00

COMMISSIONERS IN ATTENDANCE:

Stephen Forschler, Chairman
Michael DiGiacomio
Kevin Fierro
Russell Tompkins
Robert Trzcinski

COMMISSIONERS ABSENT:

None

ALSO IN ATTENDANCE:

Robert Simon, Treasurer
Jim Passikoff, signed off at 7:20 p.m.
Roderick MacLeod, Attorney for the Board, arrived at 8:00 p.m.

Chairman Forschler called the Zoom meeting to order at 7:00 p.m. and explained to the public the process of reviewing the Vouchers and Financials.

CORRESPONDENCE:

- Dated October 1, 2020 re: D.C. Dept. of Emergency Response Training Center – Will be discussed later in the meeting when Mr. MacLeod arrives.
- Wilmington Trust Statement for June 1, 2018 through September 30, 2020 – Commissioners copied
- RBC Statement for September 1, 2020 through September 30, 2020 – Commissioners copied
- RBC notices

MINUTES:

A motion was made by Commissioner DiGiacomio and seconded by Commissioner Fierro to accept the September 16, 2020 regular meeting minutes as amended.

Commissioner DiGiacomio	Aye	Commissioner Fierro	Aye
Commissioner Trzcinski	Aye	Chairman Forschler	Aye
Commissioner Tompkins	Aye		

Motion carried 5-0.

FINANCIALS:

A motion was made by Commissioner DiGiacomio and seconded by Commissioner Fierro to pay the bills per the abstract dated September 30, 2020.

Commissioner Tompkins	Aye	Commissioner DiGiacomio	Aye
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Commissioner Fierro Aye Chairman Forschler Aye
Commissioner Trzcinski Aye
Motion carried 5-0.

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

Commissioner Fierro Aye Commissioner Trzcinski Aye
Commissioner DiGiacomio Aye Chairman Forschler Aye
Commissioner Tompkins Aye
Motion carried 5-0.

Independent Audit – The secretary sent the audit to the town clerk. Mr. Passikoff will file with the Comptroller’s office. Mr. Simon will post on the website with the letter. Chairman Forschler will forward the letter to Mr. Passikoff and Mr. Simon.

Mr. Simon said the September check to Mr. Passikoff got lost in the mail so he needs authorization to cut another check. Mr. Passikoff said not to spend the money on putting a stop order on the check. If he gets the original check, he will forward back to Mr. Simon. Mr. Simon was directed to make an entry in quick books to cancel out the original check.

FIRE POLICE: Tim Odell – Not present.

DEPARTMENT:

Car 1 – Chief Don Estes – Monthly Calls: 6 Year to Date: 77

- There was 100% response to a very busy weekend last weekend.
- The drill will be on October 21st on chimney fires, ladder operations and safety, and SCBA.
- The physicals are going very well. The next round is October 22nd. Any member who does not have a physical by October 31st will receive a letter letting them know they are not eligible to respond until they get their physical. All members were reminded numerous times that they need to sign up for an October physical.
- The hazmat trailer is outside under the pavilion with a heater. Last year when it was outside, the pumps froze and were damaged. We’ll see how this works out.
- Chairman Forschler received the letter signed by the chief of the North Collins fire department regarding the old extrication tool. Chief Estes will have MES pick it up for a multi hand off. Chairman Forschler will forward the letter to the secretary for the file.
- All members of the support group were informed that beginning in 2021, they will be required to certify and have EVOC so they will have to drive the rehab rig. Chief Estes is in agreement with that and will try to get an EVOC class here.

- Sparky the dog which was declared surplus three years ago is going to Connecticut where they do a lot of fire safety. They can have it on permanent loan.
- Everyone has been informed that there is a one shot make up for anyone needing modules by the end of the year.
- There are three people who need to make up the blood borne and HIPPA drill.
- We are in good shape with the OSHA standard requirements.
- Five personal carbon monoxide detectors were ordered for the interiors and Chairman Forschler. These are relatively inexpensive and are issued to interiors and EMT's and are great tools especially moving into the cold weather.
- Chairman Forschler and the chief's staff had an informal discussion about the rehab vehicle and it was universally agreed to that it is not a necessary vehicle – it is overkill – and potentially, we can sell it and look for a van as a replacement. Mr. Russell will do some work to see if there is any value to the rehab vehicle and what is out there that could replace it. We would like to get away from the avenue of a food truck, but we still need the mandated decon and rehab. The initial purpose of that vehicle was essentially a food wagon which is unnecessary. Decon and Rehab are necessary. Chairman Forschler said there are ongoing issues with the generator which continually costs money and it's not good to have the vehicle sitting outside. The big pill to swallow is the amount we paid for it. Commissioner Trzcinski said nothing was said at the budget meeting for 2021 about this purchase and said we have recently purchased a couple of vehicles. Chief Estes said this would be for discussion at the end of 2021 for the 2022 budget. They will be doing the leg work only now.

Car 2 – Jim Bathrick – Not present.

Car 3 – Assistant Chief Kevin Russell

- He has been looking for a van with a taller roof online. Not all companies make the higher roof. He found one for \$25,000 with 50,000 miles.
- The rehab generator went out again. The repairman is coming out on Friday. Commissioner Trzcinski asked if we can get them to pick up the cost of this repair since they guaranteed their work the last time. Mr. Russell said it was working until Saturday when it ran for 45 minutes then shut down. Monday it ran for an hour and ten minutes then shut down.
- He is working on getting all the serial numbers for the pagers.
- There are two people left for driver re-certification then we are done.

SUPPORT: Not present.

EMS - Bob Simon for Susan deHaan

Monthly Calls: 13 Year to Date: 98

- This was a busy week with 7 calls. There was one covid call, but the person transported themselves because their hospital of choice was too far away. Their vitals were stable.
- The drill is on October 27th and will cover medical emergencies. If anyone still needs HIPPA or blood borne, we will cover that as well.
- The computer in the ambulance has been fixed for \$245.

Mr. Simon said on another issue, the printer in the chief's office is making noises. He will call Reiko and have them fix it. He thinks something is loose.

A motion was made by Commissioner Trzcinski and seconded by Chairman Forschler to authorize up to \$500 for the printer repair.

Commissioner DiGiacomio	Aye	Commissioner Trzcinski	Aye
Commissioner Tompkins	Aye	Chairman Forschler	Aye
Commissioner Fierro	Aye		

Motion carried 5-0.

Commissioner DiGiacomio said isn't there a policy that the commissioners or fire chief or rescue chief can spend up to a certain amount. Chairman Forschler said the chief of the department and rescue can spend up to \$500 on miscellaneous supplies.

SAFETY – No report.

Surplus Equipment – Chairman Forschler said the board agreed to surplus three items last month. He will put the notice on Craig's List and send it to the secretary who will post it at various spots around town. Seals bids will be opened at the November meeting.

Budget Workshop – is Tuesday, October 20th via zoom. Chairman Forschler said he would go to the firehouse. After the hearing, the board will adopt the budget.

Membership - A letter of resignation from the support group was submitted by Tim Odell effective October 12, 2020. The secretary read the letter into the record. He is still a member of the fire police.

District Elections – Per Mr. MacLeod, there are no special New York State provisions for the fire district elections – no early voting, no mail in voting, no absentee ballot voting unless you will be out of the district on that day. It will be in person voting with appropriate social distancing and masks. There was discussion about alternate places to hold the election within the district. The Clinton town hall was a possibility, but Mr. Werner said the town board meets on Tuesday nights. The Valley Community Church was also a possibility. It's close to the fire house so convenient for district residents. That is also the new polling place for the regular election on November 3rd. Mr. DiGiacomio suggested using the firehouse as usual but limiting the number

of people who can come in at one time to vote. People could wait in their cars. Commissioner Tompkins likes the church idea better as it's roomier and you can have one way in and one way out. All the commissioners agreed the Valley Community Church is the first choice and if that is not available, then the church in Schultzville. Chairman Forschler said we should have a fourth inspector to be at the door ensuring mask wearing. Mr. MacLeod said either of those sites is fine as they are both in the district. The venue has to be in district.

Training Center – Regarding the letter dated October 1, 2020 about using the Dutchess County Dept. of Emergency Response Training Center, Mr. MacLeod said you only need to provide the letter if you are planning on using the training center. Chief Estes said right now, the center is supposedly a super site so availability may be an issue. Mr. MacLeod said you can supply the insurances at the time of use, it does not have to be now.

A motion was made by Chairman Forschler and seconded by Commissioner Trzcinski to authorize Chairman Forschler to sign the letter and forward it to Commissioner Trzcinski to follow through with the insurance.

Commissioner Tompkins	Aye	Commissioner Trzcinski	Aye
Commissioner DiGiacomo	Aye	Chairman Forschler	Aye
Commissioner Fierro	Aye		

Motion carried 5-0. Chairman Forschler will sign the letter.

Policies – Mr. MacLeod will have the policy on the active member process done in the next week or so.

Facilities Committee Update – Commissioner Fierro said we contacted Mitchell Associates and PRA. Dennis from PRA should be providing dates tomorrow as to when they can come down. Mitchell Associates has provided six questions they would like answers to. Once they get the answers, they will crunch some numbers free of charge then come down. Chairman Forschler said to be clear, we are not jumping in for a firehouse quote. We are going through the process of justifying a new firehouse and part of what we are looking for the architect to do is point out where the deficiencies are in our facility relative to the PESH, OSHA, etc. requirements and then to discuss plans. These are questions that will be asked from the public and we need intelligent answers. What is the process and what is the budget? We are not looking to design a firehouse. We need to do our due diligence and justify the need. We need to keep the public engaged throughout the process. We are looking for someone to start this process off. Mr. MacLeod said Mitchell and Assoc. is involved with Putnam Valley and have been involved for the past six years. Commissioner Fierro said the questions they sent down are reasonable and should provide a base to start from. He had sent an email out to all the commissioners with the questions. Number one is what is the tax base assessment value of the district – Commissioner Trzcinski will forward that to Commissioner Fierro. Number 2 is what is the mil rate – 1.57. Number 3 is what is the annual budget - \$540,000. Number 4 is what is in the capital reserve fund for the firehouse if we move forward - \$400,000. Commissioner Trzcinski said that money

is to pay the bonding agents, engineers, architects, etc. – not the brick and mortar building. He said Mr. Passikoff thinks that is deficient and we will need to be above that to start. Number 5 is how much has the reserve gone up per year – Chairman Forschler said this year we budgeted \$45,000 towards that fund. Number six is what is the assessment value of the average value of the district – Commissioner Trzcinski will ask the assessor and get back to Commissioner Fierro. Commissioner Trzcinski will also verify the mil rate. Commissioner Fierro will get the answers to Mitchell and Assoc. He will involve all the people on the Facilities Committee in these meetings.

TEK Contract – Mr. MacLeod said the notices from TEK are going to the firehouse address and therefore may not get to the intended recipient. It should be going to the commissioner who is in charge of physicals. Chairman Forschler will send this to TEK.

West Clinton Contract - Chairman Forschler said we met in executive session and the consensus was to try to arrange a meeting between the two boards. Chairman Forschler will contact Todd Martin to try to set that up. Commissioner Tompkins asked if Mr. MacLeod should be there to alleviate any concerns about their liability and the potential of them getting jammed up if something went wrong. They are volunteers and covered. Mr. MacLeod said he would attend the meeting, but it would be to advise East Clinton, not West Clinton, as they have their own counsel. Chairman Forschler will report back to the board if he meets with any major roadblocks.

Membership – Chairman Forschler said at the last meeting, we defined the sequence of process. At that time, someone had already been sent for a physical. At this point, he has passed the background check and the physical. Kevin Nelson is seeking to join as an interior firefighter. He can't enroll in the course until he is approved.

A motion was made by Chairman Forschler and seconded by Commissioner DiGiacomio to add Kevin Nelson's name to the Active Member Roster for his probationary period with the intent of him taking the course and becoming a firefighter. Chairman Forschler said he has been interviewed and is young and gung ho. He offered to set up an interview if any of the commissioners want to meet him.

Commissioner Tompkins	Aye	Commissioner Trzcinski	Aye
Commissioner DiGiacomio	Aye	Chairman Forschler	Aye
Commissioner Fierro	Aye		

Motion carried 5-0.

Election Appointments – A motion was made by Chairman Forschler and seconded by Commissioner Trzcinski to appoint Tony Irkliewskij as election chairman for the sum of \$50 and Patricia Matri and Colleen McGarry as election inspectors for the sum of \$50 each.

Commissioner Trzcinski	Aye	Commissioner Tompkins	Aye
Commissioner DiGiacomio	Aye	Chairman Forschler	Aye

Commissioner Fierro Aye

Motion carried 5-0. The site and the door guard will need to be approved separately.

Commissioner Trzcinski said it has been months since we had the president, vice-president or the secretary of the company attend a board meeting. A representative of the company needs to attend the meetings. New members and changes of membership need to be read into the minutes so it is recorded. The person should be coming with the updated AMR. Chairman Forschler will contact Ed Olson, company president.

Public Comment:

Art Weiland asked about the ambulance issue that was on the agenda. Mr. Simon said there was a pc board that worked the controls in the back of the ambulance that went bad. He was able to get it repaired. Mr. Weiland asked if the discussions about the new firehouse will include the options of expanding the current firehouse with the addition of space or adding addition bays. Chairman Forschler said all possibilities will be discussed.

Eliot Werner asked if another Facilities Committee meeting has been set up yet. Commissioner Fierro said another meeting will be set up as soon as he heard back from the two architects.

A motion was made by Commissioner Fierro and seconded by Commissioner Trzcinski to adjourn the meeting at 8:42 p.m.

Commissioner Fierro	Aye	Commissioner DiGiacomio	Abstain
Commissioner Trzcinski	Aye	Chairman Forschler	Aye
Commissioner Tompkins	Aye		

Motion carried 4-0-1.

The public hearing for the 2021 budget will be held via Zoom on Tuesday, October 20, 2020 from 7 to 8 pm.

The next regular meeting of the Board of Commissioners will be held on Wednesday, November 11, 2020 at 7:00 p.m.

Respectfully submitted,

Karen Buechele, Secretary
East Clinton Fire District