

EAST CLINTON FIRE DISTRICT

February 16, 2022

COMMISSIONERS MEETING – FINAL

Regular Meeting 7:00

COMMISSIONERS IN ATTENDANCE:

Stephen Forschler, Chairman
Michael DiGiacomio (attended via Zoom)
Kevin Fierro
Howard Shapiro
Russell Tompkins

COMMISSIONERS ABSENT:

ALSO IN ATTENDANCE:

Robert Simon, Treasurer
Jim Passikoff, Accountant, left at 7:37 p.m.
Roderick MacLeod, Attorney for the Board, arrived at 7:45 p.m.

Chairman Forschler called the meeting to order at 7:00 p.m. and the board recited the Pledge of Allegiance.

CORRESPONDENCE:

- From Russ and Lynn Tompkins – Donation – to Ms. Thompsett
- From FASNY dated January 2022 – Nominations – Chairman Forschler
- From M&T dated February 1, 2022 – Month-End Collateral Statement – to Mr. Simon
- From RBC – 2021 Annual Statement, Statement dated January 1, 2022 – January 31, 2022, Portfolio Review for period ending December 31, 2021, and Annual Market Review 2021 – Commissioners Copied
- From Allstate dated January 11, 2022 – Insurance Quote – Chairman Forschler
- From Marshall & Sterling dated January 31, 2022 – Disclosure Statement – signed by Christopher Harris - To the secretary for filing
- From Marshall & Sterling dated December 21, 2021 – Consent to receive electronic records – The district is already receiving documents electronically.
- From RBC – Prospectus
- From Paychex – Posters – to Mr. Simon
- From Northeast Ford – Service Offers – to Mr. Russell
- From FASNY – Open House April 23-24, 2022 for Recruitment
- Chairman Forschler has the 2022 insurance binder. The insurance cards for each vehicle were given to Mr. Russell.

MINUTES:

A motion was made by Commissioner Tompkins and seconded by Commissioner Shapiro to approve the re-organizational meeting minutes of January 12, 2022 as amended.

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

Motion carried 4-0-1.

A motion was made by Commissioner Fierro and seconded by Commissioner Tompkins to approve the regular meeting minutes of January 12, 2022 as written.

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

Motion carried 4-0-1.

FINANCIALS:

A motion was made by Chairman Forschler and seconded by Commissioner Shapiro to pay the bills per the abstract dated January 31, 2022 with the exception of 3440 which will be replaced by 3467 in the amount of \$19.98. Commissioner Tompkins said purchases made by people are cropping up from time to time where taxes are being paid. How do we avoid that? Chairman Forschler said the purchaser would have to go through Mr. Simon to get the tax exempt form. Moving forward, if anyone needs to purchase anything, they need to be supplied with a tax exempt certificate. Mr. Simon said we are set up as a tax exempt business at Sams Club and Williams.

Commissioner Tompkins	Aye	Commissioner DiGiacomio	Aye
Commissioner Shapiro	Aye	Chairman Forschler	Aye
Commissioner Fierro	Aye		

Motion carried 5-0.

A motion was made by Chairman Forschler and seconded by Commissioner Tompkins to accept the bank statement for the period ending on January 31, 2022 and in agreement with that noted on the balance sheet as put forward by Mr. Passikoff.

Commissioner DiGiacomio	Aye	Commissioner Tompkins	Aye
Commissioner Fierro	Aye	Chairman Forschler	Aye
Commissioner Shapiro	Aye		

Motion carried 5-0.

AUD – Mr. Passikoff said the AUD will go on extension at the end of February. We need the LOSAP report back for the report from Penflex regarding the unfunded liability. We have the GASB73. The board will review the AUD prior to Mr. Passikoff filing it. It should be ready for the April meeting.

Independent audit status – They auditors have not contacted Mr. Simon yet but he will contact them and start sending them documents. Chairman Forschler said we should start sending them as much as we can as soon as we can.

Dutchess Community College – Chairman Forschler said Zak Shapiro, one of our members, enrolled in the EMS course at Dutchess and had to front the money. The cost of the course if he were to pay for the non-credit option is \$800; it is \$1,200 for the credit course. However, since Zak is a high school senior while taking the course, he can take it for \$406 with the books extra. The district reimburses the cost for the books. If he took the course at NDP, he would not have had to pay anything; NDP gets reimbursed by the state. DCC has the advantage package which includes the ebook. The course reimbursement rate for the original course is \$700 and the state exam is \$75. Once he completes the course, we fill out the reimbursement paperwork for New York State and the district would get reimbursed for the book and the course. Chairman Forschler asked if the district were to advance that money prior to the reimbursement, could it be perceived as a loan to a member or a commissioner? Mr. MacLeod said the danger is if he doesn't complete the course. We can only pay for the course if it's completed. Mr. Simon said this would also set a precedent. Looking at statistics, there is a greater than 50% attrition rate. If they don't make it, you won't get reimbursed. Mr. MacLeod said in this case, since Zak has paid it out, he would suggest waiting until he has completed the course to reimburse. Commissioner Shapiro said the course at DCC is \$406, then you have the ebook, the criminal background check, and the drug test. Mr. MacLeod said it is up to the board how much they want to reimburse. You can reimburse everything he paid. Commissioner Shapiro said the total is \$704.50. Mr. Simon said the state will reimburse the cost of the course up to \$700.00. The district pays for the books. Mr. Simon said if you take the course with NDP, the district pays for the books up front and everything else is taken care of. NDP gets reimbursed by the state for the tuition. Commissioner Tompkins suggested reimbursing Zak for the cost of the books and the criminal justice fee and hold off on the amount for the course until completion. Mr. Simon said this would set a precedent so if anyone else wants to do that, you'll have to do it. Chairman Forschler said Zak should submit a voucher in the amount of \$298.50 for the books, the county criminal fee, and drug test fee to the district that will be considered for payment at next month's meeting. We will hold off on the course fee of \$406. Zak should save all receipts and we will apply for reimbursement from the state. Mr. Simon said the college will send a copy of his certificate and then we can send in the receipt for reimbursement for the tuition.

Commissioner Shapiro referenced the recruitment card the district sends out and said the card says all training is paid for but does not say you are expecting people to join and lay out money and then get reimbursed. Chairman Forschler said in the future, we will push people towards NDP; nothing is out of pocket then. NDP applies to NYS for reimbursement and the district pays for the books. Chairman Forschler said it would be a dangerous precedent to start paying up front and then have people drop out of the course. Commissioner Shapiro said this is a six credit course for \$406 and would be an excellent way to get new members for our Rescue Squad from juniors and seniors, aged 17 and 18, from our local high schools. Commissioner Russell asked if the district could pay up front and then if he doesn't complete the course, he

will have to reimburse the district. Chairman Forschler said then we must run after people for the money. The best way to go is to pay for the books up front and pay for the course upon completion. Commissioner Tompkins said he feels bad that he must wait for course completion to get his money back but understands the reason why and agrees this is the way to go. Commissioners DiGiacomio and Fierro agree this is the way to go. Mr. Passikoff said in districts where this has come up, the first and second time the district paid the money up front and then had three or four people who didn't complete the course and they were out the \$700. They then had a problem collecting the money. \$700 is sizable enough that people start thinking about it. People don't seem as concerned about the \$500 for fire training. Mr. Passikoff agreed that the district should reimburse after they pass the course.

FIRE POLICE: No representative present.

DEPARTMENT:

Cars 1 – Don Estes Monthly Calls: 5 Year to Date: 5

- The drill was yesterday to introduce the new module on radio procedures.
- The commissioners' inspection will be on Saturday, April 30th at 8:30 a.m. The blood drive is 10:00.
- We are likely to get the forestry grant this year that we did not get last year.
- The company invested in smoke detectors that we are giving away on Monday nights. Residents have to come to the station to get them which is a two fold benefit – the resident gets a smoke detector and see the state of the station.
- We received COVID tests from the town and the company – members take them as needed.
- Chief Estes has talked to Dave Alfonso on ISO and will be sitting down with him soon. Chairman Forscher said Mr. Craven will be here Monday at 5:30 to go through the vehicle survey. We are making good progress towards getting the ISO rating down.

Car 2 – Jim Bathrick – Not present.

Car 3 – Kevin Russell

- They are working on 68 trying to figure out the inverter.
- We are thinking of getting a battery pack generator.
- Vehicles will be outside Friday night to Saturday.
- 63 has an idle search problem. We have not had a chance to get it up to Juniors to leave it in overnight.
- 61 is the only vehicle that does not have a Sureline hook up. Mr. Russell is not comfortable hooking it up. He will get a price for Sureline to come out.
- We are working on driver re-certifications and are almost done. We will start doing pumps in the spring.

- When the custodian comes in, we should ask her to make sure the bathrooms are clean for this Saturday as there will be a lot of people coming in. Chairman Forschler emailed the custodian to ask her to come in and clean the bathrooms prior to Saturday.

Support: Not present.

Membership – Maryann Thompsett

- Zak Shapiro has completed his year of probation and has been accepted by the company.

EMS - Robert Simon for Susan deHaan Monthly Calls: 14 Year To Date: 17

- The 17 year to date calls includes 3 MVA's.
- February 22 is the company wide BLS CPR training.
- We have had 7 EMS calls in February thus far.
- Mutual aid - In January there were 10 mutual aid calls out of the 17. Three calls out of the 10 were cancelled enroute. There was one to Stanford because two were cancelled and four to West Clinton. Last night Susan was called to a mutual aid call to West Clinton for CPR.

Insurance bills – There were two insurance bills on the abstract – one for \$481.00 for bonding and the other in the amount of \$14,405 for workers compensation and liability and accident and sickness.

LOSAP – The points have been posted for thirty days. There have been no questions or challenges. There are two sponsor forms to sign – one for Defined Benefit and one for Defined Contribution.

A motion was made by Chairman Forschler and seconded by Commissioner Fierro to authorize Chairman Forschler to sign the Defined Benefit and Defined Contribution forms.

Commissioner DiGiacomio	Aye	Commissioner Shapiro	Aye
Commissioner Tompkins	Aye	Chairman Forschler	Aye
Commissioner Fierro	Aye		

Motion carried 5-0.

Letter to West Clinton – Chairman Forschler got a call from Chair Stutzman and they want to meet. He requested two commissioners and a chief or two to sit down with the same from West Clinton for a friendly conversation. After some discussion, the meeting will be on Tuesday, March 1 at West Clinton Station 2 at 6:00 p.m. with Chairman Forschler, Commissioner DiGiacomio, Chief Estes and Susan deHaan.

Out of district application – Chairman Forschler has contacted the person twice to sign the release for the background check.

DCC Affiliate Status - No update from Ms. deHaan.

Radio channel – No update from Mr. Russell.

GASB73 – from Penflex.

A motion was made by Chairman Forschler and seconded by Commissioner Fierro to authorize Mr. Simon to post the GASB73 on the district website.

Commissioner Shapiro	Aye	Commissioner DiGiacomo	Aye
Commissioner Tompkins	Aye	Chairman Forschler	Aye
Commissioner Fierro	Aye		

Motion carried 5-0.

OSHA requires the district do a posting in February of every year with regards to recordable injuries. Chairman Forschler posted it – there were no injuries.

RBC Wealth management – Certification of investment powers – Last year the authorized people were Chairman Forschler and Commissioner Trzcinski. Since Commissioner Shapiro is the LOSAP person, it makes sense he would be the second authorized person.

A motion was made by Chairman Forschler and seconded by Commissioner Tompkins to appoint Chairman Forschler and Commissioner Shapiro as the authorized parties for the certification of investment powers and authorizes them to sign documents herein.

Commissioner Fierro	Aye	Commissioner Shapiro	Aye
Commissioner DiGiacomo	Aye	Chairman Forschler	Aye
Commissioner Tompkins	Aye		

Motion carried 5-0.

Facilities Committee – We need to figure out the next steps. Chairman Forschler suggested finding someone to make a video that parallels the architectural report and identifies some of the redundancies. Michael Whitton, Town of Clinton Supervisor, said he will put it on the town channel and we can put it on Facebook, and YouTube. Chairman Forschler said he thinks we also need to pursue some open houses to get people in here as well as pursuing other avenues that will give residents a good visual of the situation here at the firehouse. Commissioner Fierro liked the idea of a video. Commissioner Tompkins said we need someone to come up with a proposal that states what is needed and what it will cost as well as the sequence of events moving forward. Commissioner Fierro said he can ask Keith from McCormack’s office to come in and present that information. Commissioner Shapiro said for the Millbrook School district, we hired a builder to do the package and a PR person to roll it out to the public. Chief Estes disagreed with having open houses as they typically do not bring people to the firehouse. His opinion was do the video, put it out there, and put out a mailer stating when open discussions will be held to consider options and that these are open to the public and public input is appreciated.

Chairman Forschler will work on the video and Commissioner Fierro will contact the architect. Mr. Simon said there is \$2,500 in the PR budget.

Truck payment - The last \$33,000 truck payment was made today.

Policy – Election Procedures for Chiefs – Mr. MacLeod said the current policy says chief nominations are made the first Thursday in December. He said some fire districts can have the nominations in April but he does not think the ECFD fits that category. You must apply to state legislature to allow it in April and that application is the responsibility of the district. Mr. MacLeod asked why the nominations are done in April as opposed to December. Chief Estes said we have been doing nominations in April for many years. We did them in December for maybe three years. December is for the district officers. Line officers are company officers but the district approves the training requirements for the line officers. They don't approve the person. All fire officers would be at the same time.

Mr. MacLeod said you can hold elections in April this year for nine month positions or you can allow the current officers to continue for nine months more. Chief Estes would like to have the elections in April and then in December for this year. Mr. MacLeod said the chief stays in office until a successor is named and if the board does not approve a new person, the chief remains in office. The sitting chief remains chief until a new one is nominated.

A motion was made by Commissioner Shapiro and seconded by Chairman Forschler that the board approve the proposed policy for election procedures for chiefs.

Commissioner Fierro	Aye	Commissioner Tompkins	Aye
Commissioner DiGiacomio	Aye	Chairman Forschler	Aye
Commissioner Shapiro	Aye		

Motion carried 5-0.

New business –

Cancer insurance coverage – A motion was made by Chairman Forschler and seconded by Commissioner Tompkins authorizing Chairman Forschler to sign the cancer insurance renewal as it stands now with 11 members in Class One and zero in the other classes.

Commissioner DiGiacomio	Aye	Commissioner Shapiro	Aye
Commissioner Fierro	Aye	Chairman Forschler	Aye
Commissioner Tompkins	Aye		

Motion carried 5-0.

Chief Estes said as far as that bulletin on a recruitment open house, it is not free.

The ice machine has been declared as surplus and has been on Craigs List for 40 days with no inquiries. The bids expired yesterday. Mr. Simon will call Ice Mahn tomorrow to see if he wants it for free. It will be moved outside Friday night.

Public Comment: None

A motion was made by Commissioner DiGiacomo and seconded by Chairman Forschler to adjourn the meeting at 8:25 p.m.

Commissioner Shapiro	Aye	Commissioner DiGiacomo	Aye
Commissioner Tompkins	Aye	Chairman Forschler	Aye
Commissioner Fierro	Aye		

Motion carried 5-0

The next regular meeting of the Board of Commissioners will be held on Wednesday, March 16, 2022 at 7:00 p.m. at the firehouse.

Respectfully submitted,

Karen Buechele, Secretary
East Clinton Fire District