



LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



MINUTES BOARD OF FIRE COMMISSIONERS Regular Meeting – Tuesday, October 13th, 2020

ATTENDEES: Chairman Marc Komorsky
Commissioner Stephen Piehler
Commissioner Richard Sassi
EMS Admin Michael Benenati
Secretary Bria Le
Commissioner Bob McCord
Commissioner George Burns
Chief Tim O'Connor *(via Zoom)*
Treasurer Mark Pozniak *(via Zoom)*

At 6:22 pm, Chairman Marc Komorsky called the Board of Fire Commissioners regular meeting for Tuesday, October 13th, 2020, to order and led the Pledge of Allegiance. He welcomed everyone and thanked them for attending the meeting.

MINUTES: 9/22/20 Regular Meeting

Upon a MOTION made by Commissioner McCord and SECONDED by Commissioner Sassi, the Board RESOLVED to accept the minutes from 9/22/20. Burns – Aye, McCord – Aye, Sassi – Aye, Piehler – Abstain, Komorsky – Aye. **Motion Carried.**

CORRESPONDENCE:

- Check – Staples refund - \$299.00
- Check – O'Connor for CPR course - \$25.00
- Check – Dutchess Building Specialists for CPR course - \$400.00

Upon a MOTION made by McCord and SECONDED by Commissioner Burns, the Board RESOLVED to deposit the funds into the General Fund. Burns – Aye, McCord – Aye. Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

ROOM USE REQUESTS: *(none)*

REPORTS: *(by officers present)*

• **Treasurer –**

Treasurer Mark Pozniak noted that the Budget Hearing would take place the following Tuesday and he would give his report at that time.

• **Chief –**

VEHICLES: Chief Tim O'Connor reported that he is still working with Frazier on 62 then noted that 72 is out for repairs.

BUILDINGS: O'Connor reviewed several different projects that are being addressed, including working on a plan to remove the asbestos at Station 1, doing minor electrical work at Stations 1 and 3, deep cleaning of the bathrooms at all three stations, removing the siren at Station 1, and a few other items. O'Connor went over some of the pricing on the items needed to change the weight room upstairs at Station 2 to a bunkroom. Short discussion followed regarding flooring options for the ready room.

BoFC Regular Meeting 10/13/20

Please note that this meeting was conducted in person at 504 Freedom Plains Road in Poughkeepsie, NY AND open for public viewing and/or listening via the video conferencing platform Zoom, as per recent NYS Executive Order #202.1 (Continuing Temporary Suspension and Modification of Laws Related to the Disaster Emergency).



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GRANTS: Chief O'Connor informed the Board that the AFG grant is open so he has been adding items into it. He noted that the grant closes November 13th, but he hoped to have everything entered by October 31st.

SURPLUS ITEMS: The Chief said that Lt. Champion is done setting up an account in GovDeals and that they are working on the list of items to be listed on it. Short discussion followed on the old computer equipment to declare surplus.

STRYKER DEMONSTRATION: O'Connor informed the Board that Stryker would be coming by on 10/26 to do a demonstration on their power load system and noted that Fairview would be come by for the demo.

EXECUTIVE SESSION: Chief O'Connor said that he had one item for Executive Session regarding personnel and one item regarding a contractual issue.

- **EMS Administrator** – *(no report)*
- **Department** – *(no report)*
- **Union** – *(no report)*

OLD BUSINESS/UNRESOLVED ITEMS:

- **Building Repairs/Repair Requests** – Komorsky said that the Chief covered a lot of the repairs and repair requests, but noted that the Board has a copy of the proposal to fix the baseboard heat in the Station 2 ready room for \$4200.00. Komorsky read the proposal (attached) and a short discussion followed.

Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED to accept the proposal from Redemption Mechanical for \$4200 to do the Station 2 baseboard heater replacement. Burns – Aye, McCord - Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

Next Komorsky brought up the two proposals for the Station 2 office A/C (both proposals attached). Discussion followed regarding about additional proposals and whether the A/C work can be delayed.

Komorsky said that the Board would hold a Special Meeting after the Budget Hearing the following week.

McCord brought up the phone issues that have been going on at Station 3 since Verizon installed a new modem. Lengthy discussion followed regarding the issues and contacting the various vendors to look into the problems.

NEW BUSINESS:

- **Resolution for Records Retention Schedule (LGS-1)** – Komorsky read the resolution for the new records retention schedule (attached).

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Upon a MOTION made by McCord and SECONDED by Commissioner Piehler, the Board RESOLVED to adopt the Resolution for LGS-1. Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

- **Station 2 baseboard heat replacement** – Addressed under Old Business.

ABSTRACT: \$166,444.10

Upon a MOTION made by McCord and SECONDED by Piehler, the Board RESOLVED to pay the bills for the month of October as per the abstract of \$166,444.10. Burns – Aye, McCord – Aye, Sassi – Aye, Piehler – Aye, Komorsky – Aye. **Motion Carried.**

Upon a MOTION made by Sassi and SECONDED by Piehler, the Board RESOLVED to approve the abstract of \$36,342.19 (from the 6/23/20 meeting held over Zoom). Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

PUBLIC COMMENTS: *(none)*

EXECUTIVE SESSION:

At 6:57 pm, upon a MOTION made by McCord and SECONDED by Piehler, the Board RESOLVED to go into Executive Session to discuss one personnel item and one contractual item from the chief. Burns – Aye, McCord – Aye, Sassi – Aye, Piehler – Aye, Komorsky – Aye. **Motion Carried.**

OPEN SESSION & ADJOURNMENT:

At 8:11 pm, the Board resumed Public Session.

Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED to adjourn the meeting. Burns – Aye, McCord – Aye, Sassi – Aye, Piehler – Aye, Komorsky – Aye. **Motion Carried.**

Respectfully submitted,

Bria Le – District Secretary

Approved by the Board of Fire Commissioners on 10/27/20

BoFC Regular Meeting 10/13/20

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PROPOSAL

DATE: 09/28/2020

TO: LaGrange Fire District

CC: Marc Komorsky apogee60@yahoo.com
Bria Le secretary@lagrangefireny.us

FROM: REDEMPTION MECHANICAL, INC
STEPHEN TURNER (PRESIDENT)
845-531-9332 RMI316@OUTLOOK.COM

RE: Station 2 Ready Room baseboard heater replacement

SCOPE OF WORK: Drain heating system zone. Remove and dispose of existing baseboard heating elements and enclosures. Replace with all new commercial grade enclosures and elements to include all appropriate trim pieces. Re-fill and purge heating system.

DETAILS: Existing baseboard is currently recessed due to a wall build out over them. This adversely affects function and efficiency. Included in this proposal is the build out of the baseboard area so that it is mounted on the surface of the wall. This will be beneficial to overall efficiency and proper form as per design.

TOTAL COST: \$4,200.00

CLOSING: This proposal is complete and accurate



D. Silvestri Sons, Inc.

ELECTRICAL • HEATING • A/C • REFRIGERATION
173 Old Route 9 Fishkill, NY 12524 845-897-4008 Fax 845-897-4631

Proposal

September 25, 2020

Summary: ESTIMATE

Reference #: 5941-107

Due Date: 10/5/2020

LaGrange Fire District
504 Freedom Plains Road
Poughkeepsie, NY 12603

Job Name:

LaGrange Fire District
504 Freedom Plains Road
Poughkeepsie, NY 12603

845-471-4693-BRIA

845-452-4989

845-471-4693

We Hereby Submit Specifications And Estimates For:

Recover old refrigerant from existing system and dispose of it according to current EPA regulations. Remove existing 2 ton split system A/C. Provide and install one Daikin Tri zone 24,000 BTU, 12.7 EER, Ductless Split Heat Pump system with a single microprocessor controlled, variable speed inverter condenser, one 9000 BTU wall hung indoor unit in the radio room and two 7000 BTU wall units one in each of the 2 other offices with individual wireless remote controls for each of the rooms. The installation is to include power and control wiring, bring the existing electrical wiring from the existing A/C installation from the electrical room to the new heat pumps up to code, install a 120v GFI receptacle adjacent to the outside condenser, condensate piping, outdoor condenser wall bracket, ACR refrigeration lines, Fortress line set covers, start up and check out of unit's operation. All work is guaranteed to be as specified and completed in a workman like manner according to standard practices and codes. All equipment, materials and labor furnished by us is warranted to be free from defects under normal use and maintenance for a period of one year from date of original installation. Extended warranty for the compressor and or heat exchanger will be in accordance with the manufactures warranty plan.

Price for the above installation utilizing NYS Prevailing wages is \$22,882.00
Any permits or inspection costs will be an extra this contract.

We propose hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of: \$22,882.00

Payment to be made as follows:

1/2 on contract, 1/2 net upon completion.

This proposal may be withdrawn by us if not accepted in 30 days. You have the right to cancel this contract for any reason within 3 business days from the date you signed it. All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders will become an extra charge over and above the estimate. All agreements contingent upon delays beyond our control. Purchaser agrees to pay all costs of collection, including attorney's fees, interest and or service charge. A service charge of 1 1/2 % per month will be charged to bills remaining unpaid after the 10th of the second month from the date of service. Payments made by check that are not honored by the bank will incur a returned check fee of \$25.

Authorized
Signature _____

Acceptance
Signature _____

Date _____



PROPOSAL

DATE: 08/31/2020

TO: LaGrange Fire District

CC: Marc Komorsky apogee60@yahoo.com
Bria Le secretary@lagrangefireny.us

FROM: REDEMPTION MECHANICAL, INC
STEPHEN TURNER (PRESIDENT)
845-531-9332 RMI316@OUTLOOK.COM

RE: Station 2 offices REVISED

Details: While in the course of Air Conditioning maintenance and services as well as correspondence with Lt Caso and other personnel it was found that at Station 2 the air handler for the offices does not have a true and proper return along with no secondary condensate pan. The lack of this return causes unequal cooling in the 3 offices it serves as well as occasional evaporator coil freezing. When the coil freezes its effect is no cooling and occasional leaking when unit begins to thaw due to lack of secondary pan. This leaking has caused damage to one office and computers within on multiple occasions per officers. Unit location and configuration was analyzed and assessment of possible rectification was made. Due to location and configuration addition of proper return and secondary pan is not possible without substantial loss to storage area and extensive duct modifications. Due to age and all factors considered it is recommended to remove and dispose of existing system and install a 3 zone ductless system to provide air conditioning to each office.

SCOPE OF WORK: Remove and dispose of existing ducting and equipment serving offices at station 2. Install new 3 zone Comfortaire ductless unit for offices. Existing electrical shall be re utilized and linestets to each unit shall be run in "line hide" protective capping on east side exterior of building to designated office. All appropriate sealing and fastening shall be utilized.

Each unit shall have air quality sanitization devices installed and be independently controlled and operated maximizing temperature control and efficiency. These units will also provide heating capabilities which will lessen boiler load and possibly help reduce heating costs.

TOTAL COST: \$13,500

CLOSING: This proposal is complete and accurate



LA GRANGE FIRE DISTRICT

504 Freedom Plains Road • Poughkeepsie, NY 12603
Tel (845) 471-4693 • Fax (845) 452-3349



RESOLUTION FOR ADOPTION OF LGS-1 (Records Retention Schedule)

RESOLVED, By the Board of Fire Commissioners of LaGrange Fire District that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- (a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;
- (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Dated: October 13, 2020

By Order of the Fire Commissioners,

Bria Le, District Secretary

VENDOR	Amount Due	PO #	Due Date	10/13/2020
Auto & Pool Supplies	\$ 354.18	9968		Shop & Vehicle Supplies
A-1 Auto & Pool Supplies	\$ 78.01	9989		Vehicle Supplies
A-1 Lawnmower	\$ 18.50	5144		Pull cord for 47-55
ADP	\$ 876.16	9983		ADP Fees
AI Cleaning Pros LLC	\$ 850.00	9990		Bathroom Cleaning
Alert-All Corp	\$ 5,357.50	9919		Safety Day Items
Bottini Fuel	\$ 713.54	9964		Diesel Fuel
Bottini Fuel	\$ 408.00	9982		Propane Delivery
Bottini Fuel	\$ 621.94	9984		Diesel Fuel
Brenntag Lubricants	\$ 321.68	5139		Shop Supplies
Central Hudson	\$ 910.94	9971		Electric Sta 1
Central Hudson	\$ 1,555.40	9988		Electric Sta 2
Fire Smart Promotions	\$ 793.25	9920		Community Relations
Fleet Pride	\$ 1,046.25	5140		Repairs 47-31
Fleet Pride	\$ 119.99	5141		Repairs 47-31
Foremost Promotions	\$ 660.92	9922		Safety Day Items
Freihofer Ice & Springwater	\$ 126.00			Water Delivery
Frontier Communications	\$ 107.16	9957		Local & Long Distance Sta 1
Hi-Tech Fire & Safety, Inc	\$ 31,327.31	9954		PPE Suits
HV Shred dba Legal Shred	\$ 135.00	9966		Records Shredded
Jackson Lewis P.C.	\$ 10,526.50	9960		Professional Fees
Jackson Lewis P.C.	\$ 11,244.50	9961		Professional Fees
John Page Development Co	\$ 4,176.40	9967		Rent Mechanics Facility
KoscoHeritage/HOP Energy	\$ 144.14	9969		Fuel Oil Sta 1
Lawson Products	\$ 249.10	9888A		LifeGuard
Magna5	\$ 470.74	9987		Local & Long Distance
Manpower	\$ 474.30	9965		Office Work
Manpower	\$ 641.10	9974		Office Work
MassMutual Financial Group	\$ 1,121.75	9958		Career Life Insurance
Medical Warehouse	\$ 271.95			EMS Supplies
Medical Warehouse	\$ 441.72			EMS Supplies
Medical Warehouse	\$ 99.52			EMS Supplies
Medical Warehouse	\$ 244.27			EMS Supplies
Minerva	\$ 432.45	9978		PPE Repairs
Municipal Emergency Supplies	\$ 94.89	5143		Batteries
Optimum	\$ 371.83	9985		Cable & Internet All Stations
Precision Automotive	\$ 21.00	5147		NYS Inspection 47-8
Premier Fire Apparatus	\$ 781.26	9962		Step Welding
Redemption Mechanical, Inc.	\$ 565.00	9959		Ladies room plumbing
Royal Carting Corp	\$ 460.97			Commercial Waste Service
Safeguard Business Solutions	\$ 176.93	9976		Business Cards
Servpro of NW & SE Dutchess	\$ 825.28	9972		Building Cleaning
Servpro of NW & SE Dutchess	\$ 825.28	9963		Building Cleaning
Servpro of NW & SE Dutchess	\$ 825.28	9979		Building Cleaning
Servpro of NW & SE Dutchess	\$ 705.28	9991		Building Cleaning
State of NY Employee Health Benefits	\$ 76,994.36	9981		Employees Health Benefits
Stryker Sales Corporation	\$ 394.40	9955		EMS Supplies
Stryker Sales Corporation	\$ 1,123.68	9935		EMS Supplies
The Workplace Physicals	\$ 1,831.00			Members & Volunteers Physicals
The Workplace/FAP	\$ 1,495.00	9970		Firefighters Assistance Program
Tompkins	\$ 682.29	9977		Credit Card Charges
Verizon Wireless	\$ 747.51	9986		Apparatus & Smartphone Service
VESO Life	\$ 317.56			Volunteer Life Ins
Wats International	\$ 78.08	9943		Hand Washing Soap
WEX Bank	\$ 207.05	9975		Unleaded Gasoline

TOTAL SUBMITTED	\$ 166,444.10	Date:	Commissioner Signatures:
changes listed:		10/13/20	
		10/13/20	
TOTAL APPROVED		10/13/20	
KEY:		10/13/20	
pre-paid		10/13/20	
Paid		10/13/20	