



# LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



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## MINUTES BOARD OF FIRE COMMISSIONERS Regular Meeting – Tuesday, June 26<sup>th</sup>, 2023

ATTENDEES: Chairman Marc Komorsky                      Commissioner George Burns  
Commissioner Richard Sassi                      Commissioner Anthony Pignataro  
Commissioner Barry Ward                      Chief Tim O'Connor  
EMS Administrator Michael Benenati                      Secretary Bria Le

At 6:05 pm, Chairman Marc Komorsky called the Board of Fire Commissioners Regular Meeting to order for Monday, June 26th, 2023, and led the Pledge of Allegiance. He welcomed everyone to the meeting and stated that the meeting was being held on Monday night instead of Tuesday, as the room was being used on Tuesday for the Republican Primary.

**MINUTES:** - None

**CORRESPONDENCE:** - None

**ROOM USE REQUESTS:** - None

### **OLD BUSINESS/UNRESOLVED ITEMS:**

- Station 3 Outside Fire – Chief O'Conner stated the insurance has approved a few thousand dollars less than the bill for replacement costs. Komorsky asked what the reason for that was and Chief O'Conner stated that insurance did not believe the price of the equipment given to them was in line with the area and that it was too high. They also took depreciation off of the equipment. Komorsky asked to be supplied with the name and phone number of the insurance adjuster and he will reach out to him, with the Board's approval, to try a larger reimbursement. The Board was in agreement with that.
- EMS Cost Recovery Program status update – Commissioner Sassi stated he had nothing to report. Chief O'Conner stated Fairview is asking for what LaGrange is charging for reimbursement for different calls. Fairview does not provide ALS, so they are looking to see what LaGrange bills for BLS services. Sassi stated if it was in the contract, it could be shown to them. Komorsky stated they should contact Proclaim directly. Chief O'Conner stated he is not sure that is who they are using. There was discussion regarding who sets the rates for ALS services. Sassi stated Medicare and Medicaid does set specific rates for billing purposes. There is a range for private insurance billing. He stated the rates do change so they will review this again in the fall.
- Station 2 Brick Pointing – Commissioner Ward stated there was no report.
- Station 1 & 3 Roof Replacement - Ward stated he met with the co-op company so they should be expecting numbers from them shortly. They did meet the statutory requirements for competitive bidding in New York State.
- Station 3 – Storage Room – Ward stated there was nothing new for this.

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- Station 1 Building Update – Ward said that hopefully for the August meeting they will have an update for the phased execution of the changes based upon the pricing that was sent for the design work that is currently underway with CPL.
- Door Security & Cameras status – Ward said they are getting close to completion and the door fobs are being handed out. Komorsky stated this would be held over for the next meeting. Chief O'Conner stated that three of the four probies are going on different groups July 3 and the fourth person will be out of the academy at the end of July. They will need to put a fourth person out at Station 1. They will be continuing their training but will be in groups as they do that. Komorsky stated the one coming out at the end of July will be behind the other three. Chief O'Connor stated he will get them all caught up. He will not go on to a group right away. He stated they will do more temporary walls, but they will have to go into the meeting room. They are currently looking at where the gym equipment is or possibly in the Northwest corner in the front of the building. Deputy Chief Champion is working with Hudson Valley Office Furniture on that. The Board was in agreement with this plan. Ward stated the new (door security) system is installed and operational and the new key fobs are being distributed. The doors on the old system are being migrated to the new system on Monday or Tuesday. They are removing the mag locks on the electrical strike like the other doors. Once everything is fully operational, training will be supplied to those needing access to the new system. Paramedics will be carrying both the old and the new fobs to have access to the controlled substance log. They will be kept separated for security purposes. 13 cameras for videos surveillance have already been installed with additional cameras to be installed in the coming weeks on the front of the building. Once all cameras are installed, they will be re-aimed to ensure proper coverage. There will be approximately a week delay before Station 1 and Station 3 are started, with the expectation of one day's work at each building. This could change depending on obstacles and the cable runs. Once the system is live training will be provided to those who should have access to it. There has been conversation regarding adding monitors to the bunk area and Ready Room to show some of the cameras. This is outside of the scope of the project. Ward suggests discussing this when the project is completed, then it can be managed as a change order later on. Komorsky asked what the key file distribution date was and Ward said it was the 28th. It will be usable on every door except for the ones with the old fobs on it. It can be used right now on any door except the front door and the one in the ready room. They will be migrated over. Komorsky asked if the double glass doors would use fobs as well and Ward said yes.
- Station 3 Boiler –Chief O'Conner stated the drain valve was leaking around the fitting.
- ESO Reporting status update – Chief O'Connor stated there was no update on this.
- Mechanic status update –Chief O'Conner stated the mechanic was here today and they are looking to have him start on July 10.
- Diesel Tank Accessories – No report.
- Station 2 Office Furniture – No report.
- Station 2 Storage Room Shelving – Chief O'Connor stated this was completed yesterday.
- HIPAA Compliance – No report.

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- Mechanic status update – The Board asked if the new mechanic had started yet and Chief O'Conner stated no. He will start on the 10th. He was interviewed by both chiefs. His civil service title is Automotive and Equipment Mechanic. Komorsky stated there needed to be a resolution to appoint him. Jen Kaiser has accepted the offer for the position of bookkeeper pending her background check. She can be appointed immediately and can start as soon as her background check comes back. The Manpower Agreement has been executed and Steven Silverman will be starting tomorrow. The Manpower associate does not need to be appointed as he is working as a contractor. He will be doing data entry for the Covid grant.
- Physical status update – Sassi stated there was no update at this point. He and Ward will meet in the near future to go over the draft MOU from the union. They will need to make sure the policy matches the MOU. Chief O'Conner stated the first volunteer will be going to TEK Medical in a few days.
- Grant Update – Chief O'Connor stated they have been approved for the labor portion of the grant at \$561,666.66. Last month he stated that the ServPro bills were approved in the amount of \$15,237.64 and they should be receiving the funding for that. They are still waiting on the third one for the equipment for the ambulances in the amount of \$104,496.83. There is also approximately \$34,000 in administration fees so that will cover some of the time to put these grants together. They still have to pull all of the supporting documentation for this because FEMA has seven years to request the records. The grand total of grants applied for is \$715,471.19. Komorsky asked when he thought they would receive all of the funding. Chief O'Connor stated they should have the \$15,000 any day and the \$561,000 in August. The Secretary will send out an e-mail to everyone when the funds are received.
- Station 2 Meeting Room Videoconferencing system – Benenati stated that the new projector is in. It was initially expected to be \$4629 to have it installed, however additional equipment was needed to make the connection. The new cost is four \$5245.60 which is over their \$5000 approval point. They are still working on a proposal for the mics and the second projector. They are also still waiting for the proposal from engineering for the rest.

Upon a MOTION made by Ward and SECONDED by Pignataro, the Board RESOLVED to approve the cost of \$5245.60 for the upgraded cost for the Station 2 audio visual equipment.

Pignataro – Aye, Burns – Aye, Sassi – Aye, Ward – Aye, Komorsky – Aye. **Motion carried.**

Komorsky asked what the projected date for getting this was and Benenati stated he would send out an e-mail asking that right now.
- Station 2 Landscaping – Le stated that at the last meeting the Board approved the proposal from Station 2 for landscaping. They also got another proposal for updating the Memorial. The vendor has requested an advance deposit. She did provide the Board with copies. The full balance was \$5725. They would like \$725 payment with the contract and another \$1000 payment at the start of the project. Ward stated that they are technically not allowed to pay upfront. He will reach out to Station 2. He asked if the vendor understood that. Le stated she is unsure if the vendor is aware of that. Ward stated he would reach out to the vendor. This will be tabled until next month.
- Building Repairs/Repair Requests - there was nothing additional.

### **NEW BUSINESS:**

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- Out of County Training Requests – Chief O’Conner stated that he did not have any new requests. At the last meeting he asked about either Fire Instructor II or Fire Officer II that is up in Albany. They just found out there is one in Westchester with openings so they may not need the hotel and Albany. The Board has also already approved a Swift Water Rescue Class, but it filled up within an hour of being posted. There is another one being done a few weeks earlier that was just posted. Komorsky asked how classes were filling up so quickly if they are getting the information promptly. Chief O’Connor stated in some cases people start registering as soon as the classes are posted. Komorsky asked if it is possible to ask them to hold a few of seats until the Chief can get approval and the Chief said they will not do that. Komorsky asked if the Board was okay with rolling over the approvals and they were.
- EMS Standby for AHS Football Games – Komorsky asked if anyone had any issues with this and no one did.
- Automotive & Equipment Mechanic  
Upon a MOTION made by Sassi and SECONDED by Pignataro, the Board RESOLVED to appoint Sean Brandt to the part time position of Automotive & Equipment Mechanic, contingent upon completing all required Civil Service items, the background investigations, and any other administrative requirements to be effective July 10<sup>th</sup>, 2023. Pignataro – Aye, Burns – Aye, Sassi – Aye, Ward – Aye, Komorsky – Aye. **Motion carried.**
- Dutchess County EMS Awards Dinner – Chief O’Connor stated that on 14 June they attended the Dutchess County EMS Awards Dinner. Michael Benenati has been awarded the Harriet C. Weber EMS Leadership Award for someone with longevity, innovation, dedication, responsibility, executive and management skills in establishing, maintaining, promoting, or explaining EMS organizations, agencies, committees at the community and/or state level. Chief O’Connor read the presentation from that night. Komorsky, on behalf of the Board of Fire Commissioners, congratulated EMS Administrator Benenati on a job well done.

### REPORTS: (by officers present)

- **Treasurer** – no report
- **Chief Tim O’Connor** - he stated he has four personnel issues for Executive Session
- **EMS Administrator Michael Benenati**  
PREVENTATIVE MAINTENANCE AGREEMENT FOR POWER COT – Benenati stated that the most recent power cot that was purchased has been under the manufacturer’s initial warranty that runs out at the end of June so they need to get that under a new contract. The contract will run from June 28, 2023, through June 27, 2027, for a total amount of \$5487.60. This will equal annual payments of \$1371.90.  
Upon a MOTION made by Pignataro and SECONDED by Burns, the Board RESOLVED to enter into a four-year agreement FOR 6/28/23 – 6/27/27 in the amount of \$5,487.60, with annual payments of \$1,371.90. Pignataro – Aye, Burns – Aye, Sassi – Aye, Ward – Aye, Komorsky – Aye. **Motion carried.**  
Komorsky asked if this was a service agreement instead of an extended warranty and if the work was done on site. EMS Administrator Benenati said yes, and that way they don’t need an extended

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warranty. The work will be done on site and loaners are available, but if it can't be fixed it would be due to a catastrophic break. He only received an e-mail on this today, so he didn't have it beforehand to present to the Board.

OPERATIONALLY CRITICAL ACQUISITION OF ALS GEAR – EMS Administrator Michael Benenati stated this was something addressed at the last meeting, but several Board members were absent. They feel it is critical that they acquire a fifth set of ALS gear, at a cost of approximately \$50,000. The Lifepak 15 is \$40,921.41 and has an eight-month lead time. This is an item being used in and outside of hospitals. In the meantime, they are getting the paperwork to apply for a loaner, which would take about two months. Komorsky asked if there were any grants of funding available for this. EMS Administrator Benenati stated he is not aware of any. He does not know the AFG cycle. He said it is something they can look into. Ward asked if these would be paid for this year or next year. Benenati said it could be either. Ward asked if the stretchers had been purchased yet, and they have not. There is a \$35,000 replacement line for that. The current ones are from 2010. There are funds earmarked for AED's and Lucas. He asked if they thought they were going to do all of these things this year. They are approximately \$150,000 over budget and there are still things to be done. EMS Administrator Benenati stated the stretchers could be pushed out to next year. None of the items will go away. Komorsky stated the stretchers don't expire, so is there a need to get a new one. EMS Administrator Benenati stated it will eventually get to a point where they won't contract it anymore, but he doesn't have that end date. Ward said moving it out a year really won't matter, and the costs will just keep increasing. Until 2027 they are "upside down" by \$27,000, so it really doesn't matter if they push it out. If the need is there, they do have additional funding they can use for it. EMS Administrator Benenati said it would go on the second out ambulance from Station 2 as there is no ALS equipment on it. Ideally, they need six, but five will fit the needs. Ward wants to be sure they look at possible grants.

Upon a MOTION made by Pignataro and SECONDED by Burns, the Board RESOLVED to invest in a fifth set of advanced life support equipment for the approximate cost of \$50,000. Pignataro – Aye, Burns – Aye, Sassi – Aye, Ward – Aye, Komorsky – Aye.

**Motion carried.**

EMS Administrator Benenati stated he has a sole source letter from Stryker for these items. He will also send out all the quotes for the Board to see.

LUCAS DEVICE – EMS Administrator Benenati stated they have two LUCAS devices, but operationally would like to have a third. The cost is \$17,392.60 and they would propose to use the Community Foundation Grant that was received in the amount of \$20,000.00.

Upon a MOTION made by Sassi and SECONDED by Ward, the Board RESOLVED to purchase a third Lucas device for \$17,392.60. Pignataro – Aye, Burns – Aye, Sassi – Aye, Ward – Aye, Komorsky – Aye. **Motion carried.**

- **Deputy Chief Anthony Champion** – no report
- **Department** – no report
- **Union** – no report

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### **ABSTRACT:** \$137,591.24

Upon a MOTION made by Burns and SECONDED by Pignataro, the Board RESOLVED to pay the bills for the month of June as per the abstract for \$137,591.24. Pignataro – Aye, Burns – Aye, Sassi – Aye, Ward – Aye, Komorsky – Aye. **Motion carried.**

### **PUBLIC COMMENTS:**

At 6:55 PM, Komorsky opened the meeting to public comments. There were none.

### **PREPARE 7/11/23 MEETING AGENDA** Le will prepare this.

### **EXECUTIVE SESSION:**

At 6:56 PM, upon a MOTION made by Pignataro and SECONDED by Burns, the Board RESOLVED to go into Executive Session to discuss 2 personnel items from the Board, 4 personnel items from the Chief, 1 personnel item from the Secretary, and 1 personnel item from Burns. Pignataro – Aye, Burns – Aye, Sassi – Aye, Ward – Aye, Komorsky – Aye. **Motion carried.**

### **OPEN SESSION:**

At 9:11 PM the Board resumed Open Session. EMS Administrator Benenati left the meeting. Komorsky stated they will hold a special meeting on Wednesday, July 12<sup>th</sup> at 8:00 PM to discuss a personnel matter and go right into Executive Session.

Komorsky asked if there were any other comments from the public or the Lieutenant. There were none.

### **ADJOURNMENT:**

At 9:13 PM, upon a Motion made by Ward and SECONDED by Pignataro, the Board RESOLVED to adjourn the meeting. Pignataro – Aye, Burns – Aye, Sassi – Aye, Ward – Aye, Komorsky – Aye. **Motion carried.**

Respectfully submitted by Julie Beyer on behalf of Bria Le – District Secretary




***Approved by the Board of Fire Commissioners on 7/25/23***

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VENDOR	Amount Due	PO #	Due Date	6/26/2023
Adams Power Equipment ✓	\$ ✓165.82	12328		Service for backpack blower & stihl chain saw
Ameritas Life Insurance ✓	\$ ✓839.72	12327		Dental Insurance July 2023
Central Hudson ✓	\$ ✓782.20	12324		Station 3 electric & area light charges
Dell Marketing LP ✓	\$ ✓289.22	12169		Monitor & Ethernet cable
Dutchess Tire ✓	\$ ✓1,535.00	5344		47-85 Tires & Alignment
Dutchess Tire ✓	\$ ✓1,001.40	12249		47-1 Tires & Alignment
HG Page ✓	\$ ✓38.32	5368		Hammer bolts
HO Penn Machinery ✓	\$ ✓2,486.70	12326		PM on generators at all 3 stations
LB Landscaping ✓	\$ ✓280.00	12325		Station 3 lawn care
Medical Warehouse ✓	\$ ✓161.66			Expendable medical supplies
Medical Warehouse ✓	\$ ✓471.84			Expendable medical supplies
Medical Warehouse ✓	\$ ✓251.53			Expendable medical supplies
NY Fire Equipment, LLC ✓	\$ ✓5,877.50	12221		HAIX boot order
NYSHIP ✓	\$ ✓111,770.26	12330		July Health insurance premiums
Security Mutual Life Ins. ✓	\$ ✓344.00	12322		Individual life insurance premium for career member
Staples ✓	\$ ✓183.90	12329		Office supplies, paper towels, & toilet paper
Stryker Sales Corporation ✓	\$ ✓2,386.80	10520		Lucas Device PM agreement 3rd year installment
Verizon ✓	\$ ✓72.05	12323		Station 3 FIOS 6/20 - 7/19
Visions HR Services ✓	\$ ✓4,153.32	12318		Professional services
Westchester Co. Dept. of Emergency ✓	\$ ✓4,500.00	12320		Spring 2023 fire academy tuition

TOTAL SUBMITTED		\$ 137,591.24	Date:	Commissioner Signatures:
changes listed:			6/26/23	
			6/26/23	
			6/26/23	
TOTAL APPROVED				
KEY:				
pre-paid				
Paid				