

MINUTES **BOARD OF FIRE COMMISSIONERS** Regular Meeting – Tuesday, September 12th, 2023

ATTENDEES: Chairman Marc Komorsky Commissioner Richard Sassi **Commissioner Barry Ward** EMS Administrator Michael Benenati Deputy Chief Anthony Champion Treasurer Mark Pozniak (via Teams)

Commissioner George Burns Commissioner Anthony Pignataro Chief Tim O'Connor Secretary Bria Le

At 6:04 pm, Chairman Marc Komorsky called the Board of Fire Commissioners Regular Meeting to order for Tuesday, September 12th, 2023, and led the Pledge of Allegiance. There was a Moment of Silence held for those individuals that perished on 9/11. He thanked the staff for putting up the flags in front of the firehouse and welcomed everyone to the meeting.

MINUTES: - 8/22/23 Regular Meeting and 9/05/23 Special Meeting

Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Ward, the Board RESOLVED to approve the minutes of the 8/22/23 Regular Meeting. Pignataro – Aye, Ward – Aye, Burns – Aye, Sassi – Abstain, Komorsky -Aye. Motion Carried.

Upon a MOTION made by Commissioner Sassi and SECONDED by Commissioner Pignataro, the Board RESOLVED to approve the minutes of the 9/5/23 Special Meeting. Sassi – Aye, Pignataro – Aye, Burns – Abstain, Ward – Aye, Komorsky aye. Motion Carried.

CORRESPONDENCE: -

- DCVFA Memorial Service Letter
- Correspondence from LaGrange Professional Firefighters Breast Cancer Awareness Month Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Burns, the Board RESOLVED to approve the Breast Cancer awareness T-shirts for the staff to wear. Pignataro – Aye, Burns – Aye, Sassi – Aye, Ward – Aye, Komorsky - aye. Motion Carried.
- Lane Retirement on 8/29/2023

Upon a MOTION made by Commissioner Sassi and SECONDED by Commissioner Burns, the Board RESOLVED to accept Chris Lane's retirement on 8/29/23. Pignataro – Aye, Burns – Aye, Sassi – Aye, Ward – Aye, Komorsky - aye. Motion Carried. Chairman Komorsky, on behalf of the Board of Fire Commissioners, thanked Firefighter Lane for all of his years of duty and wished him well on his retirement.

ROOM USE REQUESTS: - None

OLD BUSINESS/UNRESOLVED ITEMS:

Station 1 Building update – Commissioner Ward stated Greg Bolner from CPL is working on the proposal and their costs in managing the project to detailed design.

BoFC Regular Meeting 9/12/23





- Station 1 & 3 Roof Replacement Commissioner Ward stated contracts are signed and materials are ordered. It will be scheduled once the materials arrive. They are working on getting the necessary building permits.
- Station 3 Storage Room Commissioner Ward stated nothing has been done yet, but it is in the queue.
- Station 2 Brick Pointing Commissioner Ward said they are looking up vendors who previously did brick work at the firehouses. There were a few additional names to be contacted as well.
- Door security and Camera status update Commissioner Ward stated this work is completed. ID cards that have the appropriate RF have been dropped off and handed out to some of the career staff and they will send out a note to remind everyone who needs one to come get it. This is in addition to the fobs that everyone already has. People will need to have their pictures taken to get this card. It is a wallet card in case someone doesn't carry their fob with them everywhere. It doesn't have any additional function. Chief O'Connor said it makes it easier if staff uses multiple vehicles.
- EMS Cost Recovery Program status update Commissioner Sassi had no new information at this time. No one had any questions on this.
- Physicals status update Chief O'Connor spoke to the Director of The Workplace and discussed the issues they have been having. He has not received a follow up phone call yet. Commissioner Pignataro asked what were the issues discussed. Chief O'Connor stated there are two different providers who do two types of clearance. One will look at past medical history and may require a follow-up with a private doctor for previous history issues, but will not pull them from service first. The other one doesn't take into consideration any previous history and could cause someone to be taken out of service if they see something until they follow up with a private doctor. It causes some issues since they are two medical professionals doing the same thing two different ways.
- ESO Reporting status update Chief O'Connor said all information for 2022 is in ESO for the LOSAP credit and they are now starting to calculate everyone's status. They are using both ESO and the older Firehouse software still because they can't put training records into ESO yet. He doesn't know when ESO will be up and running fully.
- Grant update Chief O'Conner said the MIG grant is not dead. He has sent information about the ballistics gear and training needs and it is being worked on at the highest level of county government. They are also working on a new grant for reimbursement on swift water rescue responses and deployments. FEMA will be here next Wednesday to go over some of the paperwork. The primary district dispatched must submit everyone's paperwork, including mutual aid, for the call expenses. It is a very complicated process.
- Station 2 Meeting Room Videoconferencing system –Deputy Chief Champion stated they are reviewing the specs that were submitted and they need to address some items in it before it can be sent out to start the bid process. Chairman Komorsky asked if there was a timeline yet and Deputy Chief Champion stated there is not one yet.

BoFC Regular Meeting 9/12/23





- Diesel Tank Accessories Deputy Chief Champion stated he is working with Greg Bolner to contact the vendor and determine the number of bollards recommended. They will be a maximum of four feet apart, so six bollards could be needed.
- HIPAA Compliance Deputy Chief Champion said that he added some comments. EMS Administrator Benenati stated he put his comments into the shared document and so has the District Chief. The Chief staff will meet and incorporate comments then bring the document back to the Board. Commissioner Sassi asked what the next step in the process would be. Chief O'Connor stated the three of them would sit down and discuss this at the end of September or beginning of October.
- Building Repairs/Repair Requests -

Kitchen Hood Cleaning - Deputy Chief Champion stated the contract is signed and the work will start on 9/18 for Station 1 and Station 2, then Station 3 will be done on 9/19/23. It was preapproved at the last meeting.

NEW BUSINESS: -

- Out of County Training Requests

Chief O'Conner stated no one has asked for this yet, but he would like to offer it to anyone interested. It is the Fire & Emergency Services Leadership and Management Conference in Montour Falls from November 3 to November 5, 2023, which will consist of a \$25.00 (NYS residents') fee, lodging at Fairfield Inn Corning/Riverside, and transportation. He has been to similar classes and there is a lot of valuable information that comes out of these classes. The academy is being renovated, so housing is at hotels.

Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Burns, the Board RESOLVED to send up to six people to the Fire & Emergency Services Leadership and Management Conference in Montour Falls from November 3 – 5, 2023, which will consist of \$25.00 per person NYS residents' fee, lodging at Fairfield Inn Corning/Riverside, and transportation. Pignataro – Aye, Ward – Aye, Burns – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried**.

Ulster County EMS Education Day is on November 25, 2023. There is one person who signed up to go at this point. It is 8 hours of CME's. There is a flyer for this event.

Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Burns, the Board RESOLVED to send up to ten people to the Ulster County EMS Education Day in Kingston on November 25, 2023, which will consist of \$80.00 per and transportation. Pignataro – Aye, Ward – Aye, Burns – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**

- FAP Agreement – Secretary Le stated the continuation of current Firefighter's Assistance Program (FAP) agreement with The Workplace that expires on 9/30/23 is a requirement. The numbers haven't altered that much over the years. Chief O'Connor stated this is a requirement and they did try to find other vendors, but were unable to. Commissioner Sassi asked if the vendor comes in to train staff on parts of it and both EMS Administrator Benenati and Chief O'Connor said yes.

BoFC Regular Meeting 9/12/23





Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Burns, the Board RESOLVED to renew the agreement with The Workplace Employee Assistance Program at Mid Hudson Regional Hospital at a cost of \$1,560.00. Pignataro – Aye, Ward – Aye, Burns – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**

REPORTS: (by officers present)

• Treasurer –

<u>BUDGET:</u> Treasurer Pozniak stated that the Board will need to adopt a preliminary budget at the next meeting, so he presented a draft with two versions for the Board to consider. One is based on the tax cap limitations and the second holds to the plan that was adopted when they got the SAFER Grant and keeping to a 6.42%. He highlighted the differences in the plans. Most of the numbers are from existing contracts without a lot of wiggle room. The amounts committed to the reserves in Option B are those necessary to maintain the Board's Capital Plan. Chairman Komorsky is concerned with the inflation numbers. He is hoping that the 6.42%, if they choose that route, will cover the cost of inflation of materials as they move forward with their projects. Commissioner Ward stated that many of their budget lines have existing contracts in place. 10% of the budget increase is the contractual expenses for daily items and they have tried to make sure there are projected funds to cover those. Inflation has been at 7.8%. Treasurer Pozniak believes they will be ok with this budget at 6.42%. Commissioner Ward stated the first budget proposal is not even an option. They will have to continue to be very careful as they monitor their spending. Commissioner Pignataro asked if the current year costs for non capital items were used as projections for this budget and Treasurer Pozniak said yes. Commissioner Pignataro asked how long and for how much would they be "upside down" on capital funds with the 6.42%. Commissioner Ward outlined the capital projects projected for the next few years and the balances of the funds. They will need to discuss the IT account in the future. Commissioner Pignataro stated there is only about a \$300,000 difference in the two proposed budgets. Commissioner Ward stated they will review the fund balance increases due to some unanticipated revenues and they may be able to put those towards reserve at the end of the year. Commissioner Ward stated they could review the 6.42 number in the future once some of the other costs and income from the EMS Cost recovery has evened out. Treasurer Pozniak feels they will have a surplus General Fund going into 2024 due to some grants received this year.

• Chief Tim O'Connor –

<u>Notable Incidents</u>: Chief O'Connor stated there was a structure fire on 9/3 at the Billings Plaza. It was a fantastic stop by those on the scene. There was a horse rescue on 9/9. They called Patterson for their equipment for large animal rescues and there was a vet on scene assisting as well.

<u>Community Event</u>: Chief O'Connor was asked to participate in a senior event at Arlington High School on 9/23 from 9:30 AM – 12:30 PM by Senator Rob Rolinson. They are looking for fire prevention participation.

BoFC Regular Meeting 9/12/23





Upon a MOTION made by Commissioner Ward and SECONDED by Commissioner Pignataro, the Board RESOLVED to support sending two people to the senior event. Pignataro – Aye, Ward – Aye, Burns – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried**.

Chief O'Connor asked about participating in a recognition event put on by Senator Rob Rolison for the individuals that participated in the swift water rescue. The Chief is looking into everyone involved in the rescue. It will take place at this building. Once he gets all the information together, they will pick a date and let everyone know. The Board was in favor of participating. He is unsure if the victims will be there.

<u>Award</u>: EMS Administrator Michael Benenati received the 2022 EMS Leadership Award from the New York State Volunteer Ambulance and Rescue Association. That award is given to an individual who has performed an outstanding service along with initiative and leadership to the New York State Volunteer Ambulance and Rescue Association or to a member organization in good standing. The Board congratulated EMS Administrator Benenati.

In County Training: Trench Rescue class is coming up October 3 – 6. This is part of the MIG Grant for special rescue teams with Arlington FD and Poughkeepsie FD. It could possibly be held at the county facility. He would like permission to send people to that as well. He will put the signup sheet for it. He stated the labor should be reimbursable through the grant.

<u>Personnel:</u> Probationary FF/Paramedics Bourne and Rand are finishing up their training and, if everything goes according to plan, are scheduled to go into the minimum manning on Monday. Also, new hires Pierson and Tambini started the Academy. Chairman Komorsky asked that the Board be kept informed how all the new hires are doing.

Executive: Chief O'Connor has three personnel items for Executive Session.

Commissioner Sassi asked if LaGrange was still on first response for Arlington's structure fires. Chief O'Connor stated they were supposed to be taken off that, and he has not yet had a chance to call about it.

• EMS Administrator Michael Benenati –

<u>Updates:</u> EMS Administrator Benenati stated he has spent an extensive amount of time working with Stryker Equipment on the capital equipment in preparation for the budget. They have reviewed the 2023 purchases for capital improvement and the 2024 capital improvement budget. He has worked on some expiring certifications for people. He did

BoFC Regular Meeting 9/12/23





an after-action report internally to review their current processes and plans to modify things moving forward. They had a few controlled substance replacements. He worked with Chris Lane to remove him from all the EMS systems. He has worked with a few numbers on updating their certifications as well. He has worked with two members to become CPR instructors. They are holding a CME call audit here on September 26 so there have been several hours of prep work for that. Commissioner Pignataro asked if that was a regular thing. EMS Administrator Benenati stated they used to do it frequently before Covid. They are hoping to review 12 to 15 calls and a two-hour timeframe during this session. The paramedics are required to have 24 hours of contact with physicians every three years, so this satisfies some of that time. There were a few F.O.I.L. requests they have been dealing with, which is very timeconsuming. The data entry and statistics are moving along. There are some data fields that were in the fire program that are not in ESO, so there will be some changes in their reports. They are concentrating on LOSAP reports right now. Chairman Komorsky asked how long it will take to get up to date. There was a lot of discussion regarding how that information gets entered and then being able to create and run reports. Chairman Komorsky asked if the Union members have been informed to keep their ID cards with them and the other issues from the State inspection. Chief O'Connor said it has been mentioned.

<u>Meeting:</u> EMS Administrator Benenati requested authorization to attend the Hudson Valley Regional Medical Advisory meeting on Monday, September 26, 2023 in Newburgh.

Upon a MOTION made by Commissioner Ward and SECONDED by Commissioner Sassi, the Board RESOLVED to authorize Michael Benenati to attend the Hudson Valley Regional Medical Advisory meeting on Monday, September 26th, 2023. Ward -Aye, Sassi – Aye, Pignataro – Aye, Burns– Aye, Komorsky – Aye. **Motion carried**.

• Deputy Chief Anthony Champion –

<u>PBS</u>: Deputy Chief Champion stated the \$100.00 fee for the Petroleum Bulk Storage compliance with NYS DEC is included with bills and will hopefully be sent to the DEC with the rest of the application by the end of the week. They should be on the list as approved tanks for holding diesel and waste oil.

<u>Updates:</u> Station 2 compressor is up and running. Ingersol Rand came in and finalized everything, so it should be good under warranty. Station 3 A/C and electrical are completed for the server room. Redemption Mechanical will be starting the boiler servicing within the next couple of weeks. He has also slated to do the boiler and warranty work at Station 3. Chairman Komorsky asked if he will be checking in on the server room to make sure it doesn't overheat. Commissioner Pignataro asked if there should be an alarm in the room. Deputy Chief Champion said it has a regular thermostat, but they will devise a check in process.

BoFC Regular Meeting 9/12/23





<u>Executive Session</u>: Deputy Chief Champion stated he had one item for personnel discussion in executive session.

<u>Tahoe Specs</u>: Deputy Chief Champion will have the specs for the new Tahoes, lights, and sirens ready for the next meeting to be put out to bid. He has sent them to the Treasurer and Attorney to review.

<u>Special Operations Shirts:</u> Deputy Chief Champion stated there has been a request from the Union for approval to wear special operations shirts during special operations. Shirts will be designed and paid for by the Union. It helps define them as content experts.

Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Burns, the Board RESOLVED to allow the special operations shirts to be worn on 10-35 call backs. Pignataro – Aye, Burns– Aye, Sassi – Aye, Ward – Aye, Komorsky – Aye. **Motion carried**.

<u>Food Donation</u>: An anonymous donation was made on 9/11 of pizza and a gift basket in appreciation of the work done throughout the year.

Commissioner Sassi asked about the football standby. He thought the game had been canceled. Deputy Chief Champion stated that the game had not been canceled. They kept postponing it every time there was a lightning strike. At the end of the night Arlington did win. They did not get back until almost midnight. Commissioner Sassi asked what happens if the game does get canceled and Chief O'Connor stated the crews know not to come in.

- **Department** no report.
- Union no report.

ABSTRACT: \$63,958.76

Upon a MOTION made by Commissioner Burns and SECONDED by Commissioner Pignataro, the Board RESOLVED to pay the bills for the Month of August as per the abstract for \$63,958.76. Pignataro – Aye, Burns– Aye, Sassi – Aye, Ward – Aye, Komorsky – Aye. **Motion carried.**

PUBLIC COMMENTS:

At 7:26 PM, Chairman Komorsky opened the meeting to public comments. There were none.

EXECUTIVE SESSION:

At 7:28 PM, upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Burns, the Board RESOLVED to go into Executive Session to discuss three personnel items from the Chief, and one personnel item from the Deputy Chief and one personnel item from the Board. Pignataro – Aye, Burns – Aye, Sassi – Aye, Ward – Aye, Komorsky – Aye. **Motion carried.**

BoFC Regular Meeting 9/12/23





OPEN SESSION:

At 8:59 PM the Board resumed Open Session.

PREPARE 9/12/23 MEETING AGENDA: Secretary Le will prepare this.

ADJOURNMENT:

At 9:01 PM, upon a Motion made by Commissioner Pignataro and SECONDED by Commissioner Burns, 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 9/26/23*

| VENDOR | | Amount Due | PO # | 9/12/2023 |
|-----------------------------------|--------|-------------------|--------------------|---|
| Adams Power Equipment | \$ | 413.98 | | Stihl FS 56 RC string trimmer |
| Amazon | \$ | / 86.60 | | Fire & emergency services instructor book |
| Amazon | \$ | /333.71 | 12540 | Saw blades for mechanic |
| Ameritas Life Ins Corp of NY 🗸 | \$ | \$ 839.72 | 12522 | Dental Insurance coverage 9/1/23-9/30/23 |
| Bottini Fuel | \$ | 139.49 | 12541 | Stat 1 propane delivery |
| Bottini Fuel 🦯 | \$ | . 1,480.71 | 12542 | Diesel fuel delivery stat 2 |
| Central Hudson | \$ | \$ 967.16 | 12526 | Station 1 electric 7/20/23-8/18/23 |
| Central Hudson | \$ | 3 6.10 | 12550 | Station 3 electric area light |
| Central Hudson / | \$ | 9 63.05 | 12551 | Station 3 electric |
| Cryo Weld Corp | \$ | 130.64 | 12560 | Oxygen, compressed stat 2 |
| Cryo Weld Corp | \$ | \$ 921.19 | 12560 | Fire Extinguishers service and inspection station 3 |
| Cryo Weld Corp | \$ | 853.62 | 12561 | Fire Extinguishers service and inspection station 2 |
| Dutchess Overhead Doors, Inc. 🗸 | \$ | 185.00 | 12519 | Furnish & install reprogrammed remote station 1 |
| Dutchess Tire Center | \$ | 9 16.07 | 12534 | Repairs & parts for 47-55 |
| Dutchess Tire Center | \$ | 260.00 | 12533 | Repairs & parts for 47-55 |
| Fleet Pride | \$ | -1,531.51 | 12523 | Service/Parts on 47-32 |
| Fleet Pride | \$ | 218.27 | 12520 | Repairs & parts for 47-61 |
| Fleet Pride | \$ | 1. 20.00 | 5397 | Repairs & parts for 47-55 |
| Frontier Communications | \$ | 148.40 | 12547 | Stat 1 phone service |
| Grainger 🗸 | \$ | 468.46 | 12521 | Dewalt grease gun/Mityvac brake bleeder |
| HG Page | \$ | 37.98 | 5416 | Degreaser Station 2 |
| HG Page | Ś | 47.96 | 5413 | Zephyr wetmop heads |
| Ingersoll-Rand Co | \$ | 1,818.54 | 12340 | Compressor/start up kit |
| Jackson Lewis P.C. | \$ | 8,632.84 | 12529 | Professional services month ending July 31, 2023 |
| John Giaimo & Son, Inc 🗸 | Ś | 3,300.00 | 12525 | Station 3 electrical work |
| Julie Beyer / / | Ś | 180.00 | 2023-BL | |
| LB Landscaping | ć | 1 280.00 | 12549 | Lawn maintenance stat 3 8/22 & 8/29 |
| Louis Tambini | ¢ | ₩ 169.04 | 2023-BL | |
| Louis Tambini | ¢ | 109.04 | 2023-BL 2023-BL | Reimbursement for PT clothing for the westchester academy Reimbursement for ACLS class-American heart Assoc. |
| Manpower | ę | ✓ 576.46 | 2025-BL 12554 | |
| Manpower | ې د | | | Office work week ending 8/20/2023 |
| Vanpower | ې د | 1,060.59 | 12555 | Office work week ending 8/27/2023 |
| MassMutual Financial Group | ç | | 12556 | Office work week ending 9/3/2023 |
| MassMutual Financial Group | Ş | - 1,121.75 | 12525 | Life ins Premium due Sept 2023 chief |
| Medical Warehouse | Ş | 442.25 | 12535 | Life ins Premium due Sept 2023 FF |
| Medical Warehouse | \$ | /594.25 | 2023MB | Medical supplies |
| | \$ | | 2023MB | Medical supplies |
| Medical Warehouse | Ş | -\$242.17 | 2023MB | Medical supplies |
| Medical Warehouse | Ş | - 47.20 | 2023MB | Medical supplies |
| Medical Warehouse | Ş | 148.45 | 2023MB | Medical supplies |
| Michael Henry V | \$ | 77.61 | 2023-BL | Reimbursement for fire and life safety educator textbook |
| MES (Municipal Emergency Svcs) | \$ | | 12539 | Class A uniforms, patches, belts, shirts, pants, heming |
| MES (Municipal Emergency Svcs) | \$ | -1,242.82 | 12524 | Compressor preventive maint |
| MES (Municipal Emergency Svcs) | \$ | -1 256.00 | 12563 | Mechanic pants |
| MES (Municipal Emergency Svcs) | \$ | -7 70.50 | 12545 | Mechanic shirt |
| MES (Municipal Emergency Svcs) | \$ | -126.77 | 5382 | Repair one set nof turnout pants |
| Iortheast Pest & Wildlife Control | \$ | | 12528 | Monthly pest control services Stations 1, 2 & 3 |
| IYSDEC Region 3 | \$ | 100.00 | 12572 | Petroleum bulk storage fee |
| ptimum / | \$ | 337.95 | 12578 | Cable & internet service station 1 |
| ptimum 🗸 | \$ | -72.19 | 12576 | Cable & internet service station 2 |
| ptimum/ | \$ | 183.31 | 12577 | Cable & internet service station 3 |
| aychex of NY LLC 🗸 | \$ | ~ 1,067.50 | 12553 | Processing fees for month of July 2023 |
| recision Automotive | \$ | ~ 21.00 | 12538 | NYS safety inspection 47-1 |
| recision Automotive | \$ | 15.00 | 12557 | NYS safety inspection 47-97 |
| recision Automotive | \$ | 21.00 | 12559 | NYS safety inspection 47-2 |
| recision Automotive | Ś | 1,690.73 | 12569 | Repairs and Service for 47-69 |
| recision Automotive | \$ | 21.00 | 12564 | NYS safety inspection 47-98 |
| yramid Media 🥿 | \$ | 42.00 | 12315 | ASHI HIS instructor development course |
| | | 72.00 | | contrais instructor development course |
| yramid Media 2 | \$ | | 12543 | ASHI Renewal instructor authorization AC & NH-T |

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| TOTAL SUBMITTED | \$ 63,958.76 🗸 | Commissioner Signatures: | |
|-----------------|----------------|--------------------------|---------|
| changes listed: | | MA | 9-12-23 |
| | | Shun | 8-12.23 |
| TOTAL APPROVED | | \sim | 9/1/2 |
| KEY: | | Cila | 112/22 |
| pre-paid | | | |
| Paid | | | |