



LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



MINUTES BOARD OF FIRE COMMISSIONERS Regular Meeting – Tuesday, November 28th, 2023

ATTENDEES: Chairman Marc Komorsky Commissioner George Burns (6:06 arrival)
Commissioner Barry Ward Commissioner Anthony Pignataro
Commissioner Richard Sassi (via Teams – not counted for voting)
EMS Administrator Michael Benenati Treasurer Mark Pozniak (via Teams)
Secretary Bria Le

At 5:39 pm, Chairman Marc Komorsky called the Board of Fire Commissioners Regular Meeting to order for Tuesday, November 28th, 2023, and led the Pledge of Allegiance. He welcomed everyone to the meeting.

EXECUTIVE SESSION:

At 5:40 pm, upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Ward, the Board RESOLVED to go into Executive Session to discuss a personnel item. Pignataro – Aye, Ward – Aye, Komorsky – Aye. **Motion Carried.**

OPEN SESSION:

At 5:49 pm, the Board ended Executive Session and took a brief recess.

At 6:00 pm, the meeting resumed for regular business.

MINUTES: - 11/14/23 Regular Meeting & 11/22/23 Special Meeting

Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Ward, the Board RESOLVED to approve the minutes of the 11/14/23 Regular Meeting. Pignataro – Aye, Burns – Aye, Komorsky - aye. **Motion Carried.**

Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Ward, the Board RESOLVED to approve the Special Meeting minutes of 11/22/23. Pignataro – Aye, Burns – Aye, Komorsky - aye. **Motion Carried.**

CORRESPONDENCE: -

- Notice of Retirement from Benenati

Secretary Le stated the Board has received a notice of retirement from Michael Benenati, which she read into minutes. His retirement date is effective 12/30/23. Chairman Komorsky thanked EMS Administrator Benenati for all of his efforts and everything he has done for Lagrange Fire District. He said they appreciate all of his input and time served. Commissioner Pignataro stated he is impressed by how hard Mr. Benenati works as well as his dedication and that he has appreciated working with him.

BoFC Regular Meeting 11/28/23

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ROOM USE REQUESTS:

- Station 3 for Marcy Cobb on 1/13/23 for birthday party and on 1/27/23 for christening.
Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Ward, the Board RESOLVED to accept the use of Station 3 for 1/13/24 and 1/27/24. Pignataro – Aye, Ward – Aye, Komorsky - aye. **Motion Carried.**

OLD BUSINESS/UNRESOLVED ITEMS:

- Station 1 Building Update – Commissioner Ward has sent out an e-mail to everyone to inform them of two options on the floor layout. He has met with all the stakeholders numerous times over the past few years. Greg Bolner is on the line tonight if there are questions. They need to select option one or option two, and that will be the document by which Greg and his team create a detailed spec that will be used for bidding. Chairman Komorsky asked which option the union members liked better and which option do Commissioner Ward and Greg like better. Commissioner Ward stated they are both very similar. This is for the laundry room and the mechanical area. Union President Kyle Rancourt stated one bedroom has the bed right against the bathroom, so the guys liked the other layout better. He believes that is option 2. Chairman Komorsky asked if the shift supervisor was alright with the change in the configuration of that dorm room and Mr. Rancourt said yes. Greg Bolner stated they would have recommended option two as well because it gives a little more flexibility with the size of the mechanical room. It puts the plumbing for the toilets and the sink on the same wall for the bathrooms as well. Commissioner Ward stated that option two sounds like the preference they are going with. He has already supplied Mr. Bolner with the asbestos plan. They will hear more as the design is developed. Commissioner Ward asked if there was any other discussion that Mr. Bolner needed and he said no. Everything on the roofs is closed up and they do have final payments for retainage to be sent. That does finish out all three roofs. Mr. Ward stated the team file has all of the documentation in regard to all the stations' roofs if they want to review it.

At 6:06 PM, Commissioner George Burns arrived at the meeting.

Commissioner Burns asked what was going to be happening with the asbestos. Mr. Bolner stated that they have identified some of this in the ready room. The question was if they were going to address it or leave it, as they are not doing any work in the ready room. Commissioner Ward stated at this point they should leave it alone. Commissioner Burns agreed. Mr. Bolner stated they will only be dealing with the asbestos where they are making renovations, which is mostly in the old bar area and the two bathrooms. It will all be incorporated into the report for the bid document. Commissioner Burns asked if the firefighters would be staying in the building during this time. Mr. Bolner stated he will look at that as they go. They can cordon off areas and coordinate is so that the bar area is blocked and that work could be done and firefighters can go in and out through the office area. Then they could cordon off the other area. It's just a matter of encapsulating the bathrooms and doing asbestos abatement in there. Since there were only four or five ceiling tiles in the main meeting room, that area will not have to be tented off. It is just a matter of removing the ceiling tile and putting them in a bag. There will be some disruption but there will not be limiting access to areas they need to get to. Chairman Komorsky asked if they would need any trailers for the site and Mr. Bolner stated they will be limited to the one bathroom and if that is an issue they may have to deal with bringing in a restroom facility. Chairman Komorsky stated they can discuss that as they move forward.

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- Station 3 Storage Room – Commissioner Ward stated there is no update on this at this point.
- Station 2 Brick Pointing – Commissioner Ward stated it is a difficult time for somebody to do this, so this will be tabled until spring.
- Physicals status update – This is tabled until the next meeting.
- ESO Reporting status update – There is no update at this time.
- Grant update – This will be held over until the next meeting.
- Station 2 Meeting Room Videoconferencing system – Jeff Lenkowski stated that projectors are up so they can see in front and behind them. The audio amplifier that was installed in 2005 or 2006 has died. That was replaced last week with a very small, temporary solution. This is pending replacement of all of the equipment for audio and conferencing, with the exception of the two projectors. Chairman Komorsky spoke with Mr. Lenkowski before the meeting, and they discussed that all of the items in the cabinet are antiquated. They will be getting prices on a digital system. It will be a middle of the line system. Mr. Lenkowski stated he brought in a vendor to get a price as well. Commissioner Ward asked if the video system they are moving to did not encompass all of the equipment in the cabinet and Mr. Lenkowski said no. He stated that all the equipment in the stations will be the same. He explained what the differences in the screens will be. He hopes to have prices within the next week or two for some parts. He may also be able to find used, refurbished parts.
- Diesel Tank Accessories - There is no update at this time.
- HIPAA Compliance – There is no update at this time.
- Specs for Tahoe Customizations – There is no update at this time.
- Building Repairs/Repair Requests – There is nothing to report at this time.

NEW BUSINESS: -

- Out of County Training Requests – Secretary Le stated there were none.
- Date for 2024 Organizational Meeting - Secretary Le stated the Board will have to set a date by or on December 15 for the January reorganization meeting. The date has been set for 1/9/24 at 6:00 PM. Secretary Le will send out the notices for this in mid-December.
- 12/19/23 BoFC Meeting Reschedule date. Commissioner Pignataro is unavailable for this date. There was much discussion regarding available dates that would work for everyone. The date has been set for the re-org prep meeting for 12/13/2023 at 6:00 PM
- 47-98 Surplus – Secretary Le has been told that the 2007 Chevy Suburban has reached its end of life and has no value. The frame is rotting and it cannot pass inspection. Deputy Chief Champion

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has asked that it be declared surplus. Treasurer Pozniak asked what the plan for disposing of this is. Commissioner Ward stated these are usually donated to Brandl's and he gets the metal value for it.

Upon a MOTION made by Commissioner Burns and SECONDED by Commissioner Pignataro, the Board RESOLVED to declare the 2007 Chevy Suburban, which is at the end of its life, as surplus and to dispose of it. It has an intended value of \$200 - \$300.00. Burns – Aye, Pignataro – Aye, Ward – Aye, Komorsky - Aye. **Motion Carried.**

REPORTS: (by officers present)

- **Treasurer Mark Pozniak** – No report.
- **Deputy Chief Anthony Champion** - No report.
- **EMS Administrator Michael Benenati**
 - **Updates** - Work is continuing on the CME files. The reviews are completed up until June 30, 2023. He is waiting for three members to come in. He is working on the training attendance reports for some of the conferences that have been attended. He is processing training reports from the Ulster County EMS conference. There are paramedics training with Arlington right now. He has been working with Judy Coffin on some CME recordkeeping questions. He has gone through all of the EMS staff and entered them all in the firehouse software automated tasks. They will get monthly e-mails on their CME status. They are all caught up and entered, he just needs to verify some expiration dates from the Covid extensions. He has worked with Seth Pearson on getting copies of certifications from him and updating the computer files. He has been working with one of the volunteers regarding getting her New York State exam schedule. They have been working on CME notebooks to get them to staff. It is all of the paperwork needed to do their re-certifications. There was a mass casualty incident on Noxon Road with two cars and a school bus. They transported three adults from the vehicles and moved 13 students from one bus to another bus and transported them to Noxon Rd Elementary School where they saw the school psychologist, and then the school nurse for evaluation, and then went to the principal for parent notification. It was a very smooth process. They have been processing HIPPA records requests for PCR's. He began showing Jen Kaiser some of the open folders on his desk in regards to new hires and CME's so she is familiar with that process. They began reviewing important items on his to do list to develop an exit strategy. He is also working with Deputy Chief Champion on those items as well. He has been working on the Controlled Substance Operational Plan because they need to make a significant plan adjustment because of a hospital change in how they destroy controlled substances. Those revisions needed to be sent to New York State. He has not heard back from them at this point. He is also waiting for Michael Heckel to review the hospital sections of the plans. Mr. Heckel stated he did send it back to EMS Administrator Benenati and that the edit is fine. They also processed the purchase orders for the new Stryker stretchers. Chairman Komorsky asked when EMS Administrator Benenati retires, will he be leaving the Deputy Chief or someone the controlled substance contact information. EMS

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Administrator Benenati stated that person is Scott Merritt. He will be the one who will legally have to take that over. After EMS Administrator Benenati's departure, the Board will need to appoint a second person. There is a significant amount to learn for this position but a lot of it is already written down in manuals upstairs. It has a tremendous amount of responsibility. Commissioner Pignataro asked if there were discussions that needed to happen regarding the alignment of his responsibilities with other personnel. EMS Administrator Benenati stated yes. That would be good executive session discussion.

- **Department** – Chairman Komorsky stated Bob McCourt wished everyone a Happy Thanksgiving and a Happy Holiday Season.
- **Union** – No report.

ABSTRACT: \$1,093,348.74

Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Burns, the Board RESOLVED to pay the bills for the Month of November as per the abstract for \$1,093,348.74. Pignataro – Aye, Burns – Aye, Ward – Aye, Komorsky – Aye. **Motion carried.**

PUBLIC COMMENTS:

At 6:34 PM, Chairman Komorsky opened the meeting to public comments.

- Jeff Kaiser was present representing LaGrange Fire Company 2 as the Vice President. He stated the companies are in charge of membership but there really is no firematic officer at Station 2. There is no volunteer with seniority either. They have one volunteer who has been there a year that he has not met but has heard is going to Firefighter 1. The volunteer doesn't really go to meetings. There is one other person in the queue to join. Mr. Kaiser stated he believes there is a membership committee who meets with these people, but he does not even know who is on the membership committee. The person who is in the queue lives by Station 3 and should be joining Station 3, but wants to join Station 2 because EMS is out of there. They could join Station 3 and still do EMS. His thought is it would be better for them to join Station 3 because they meet monthly and they would meet more members. There are really only five people that come to Station 2 meetings. He stated his bigger concern is they don't know who is in charge in regard to membership. They have members joining and freelancing as there are really no firematic officers there. He does understand they are going through transition with the District Chief right now, but this has been going on for a while. Secretary Le stated that Rich has said this is something he wants to form a committee to work on in the future. Commissioner Ward stated this an operations issue as the company has to approve the membership before the district can make appointments or do the background checks. Mr. Kaiser stated this really needs to be addressed immediately as it is a safety issue. Chairman Komorsky stated this is something they will need to address with the operations side. Commissioner Ward suggested putting this on the agenda for a future meeting when Deputy Chief Champion is present.

At 6:40 PM, Chairman Komorsky closed the public comment section of the meeting.

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EXECUTIVE SESSION:

At 6:41 PM, upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Burns, the Board RESOLVED to go into Executive Session to discuss one personnel item from EMS Administrator Benenati, two contractual items and one administrative item from Commissioner Ward, and one legal item from Secretary Le. Pignataro – Aye, Burns – Aye, Ward – Aye, Komorsky – Aye. **Motion carried.**

OPEN SESSION:

At 7:17 PM the Board resumed Open Session.

PREPARE 12/13/23 MEETING AGENDA: Secretary Le will prepare this.

ADJOURNMENT:

At 7:20 PM, upon a Motion made by Commissioner Burns and SECONDED by Commissioner Pignataro, the Board RESOLVED to adjourn the meeting. Pignataro – Aye, Burns – 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 12/13/23

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VENDOR	Amount Due	PO #	11/28/2023
AIS Administrators ✓	\$ 1,795.46	12782	Volunteers Cancer benefit program
Association of Fire Districts of Dutchess ✓	\$ 500.00	12796	Membership dues for 1/1/24 - 1/1/25
AutoZone	\$ 70.91	12648	Diesel engine oil 47-85 & 89 & push button switch 47-89
AutoZone	\$ 172.56	12748	Vehicle maintenance items
AutoZone	\$ 270.31	12747	Pressure testing kit
Bottini Fuel ✓	\$ 1,277.54	12794	Stat 2 fuel
Central Hudson Stat 1	\$ 977.34	12791	Electric Oct-Nov 2023
Central Hudson Stat 3	\$ 38.21	12778	Area light Oct-Nov 2023
Central Hudson Stat 3	\$ 598.47	12777	Electric Oct-Nov 2023
Clarence Cary/SW Entertainment ✓	\$ 600.00	12766	LFD Safety Day items
CPL Architecture Engineering Planning	\$ 4,760.00	12772	Professional services 10/27 stat 1 interior renovation
CPL Architecture Engineering Planning	\$ 630.00	12773	Professional services 10/27 stations 1 & 3 Roof
FleetPride	\$ 149.98	5448	Surface Mount Marker lights
FleetPride	\$ 20.00	12731	Inspection 47-13
FleetPride	\$ 20.00	12730	Inspection 47-61
FleetPride	\$ 79.03	5457	Vehicle maintenance items
Grainger	\$ 28.22	12738	Batteries
H.G. Page	\$ 49.98	5458	Outdoor Brooms
H.G. Page	\$ 10.78	5449	ArmorAll cleaner
Hopewell Fire Apparatus Svc Co Inc ✓	\$ 3,120.83	12720	Parts & repairs for 47-55
Hudson Valley Office Furniture	\$ 1,148.50	12144	Desk chair **
Julie Beyer	\$ 180.00	2023-BL	transcription of BOFC meeting 11/14/23
KoscoHeritage/HOP Energy ✓	\$ 637.35	12795	Fuel oil stat 1
Manpower	\$ 855.60	12800	Office help w/e 11/12/23
Manpower	\$ 570.40	12799	Office help w/e 11/19/23
MassMutual	\$ 571.75	12792	Whole Life for Dec 2023 Paid FF
Medical Warehouse	\$ 241.50	5447	Medical supplies
Medical Warehouse	\$ 793.84	2023MB	Medical supplies
Municipal Emergency Services (MES)	\$ 200.00	5423	Ropes titan webbing
Municipal Emergency Services (MES)	\$ 320.00	12673	Career staff uniform Gildan cotton t-shirts
Municipal Emergency Services (MES)	\$ 81.75	12689	Carhartt rain defender sweatshirt-firefighter
Municipal Emergency Services (MES)	\$ 315.00	12445	Paul Conway shields - (6) new hires
Municipal Emergency Services (MES)	\$ 13.25	12714	Embroidery on shirt
Municipal Emergency Services (MES)	\$ 275.00	5422	LEL sensor QRAE
Municipal Emergency Services (MES)	\$ 424.00	12677	Custom screen printing t-shirts
Municipal Emergency Services (MES)	\$ 192.00	12750	Company pants
Municipal Emergency Services (MES)	\$ 67.50	12753	T-shirts gildan mens DC
Municipal Emergency Services (MES)	\$ 210.00	12737	TacLite TDU pants
NYSLRS	\$ 28,505.00	12781	NYS Retirement Invoice 2024 ERS annual
NYSLRS	\$ 1,029,287.00	12780	NYS Retirement Invoice 2024 PFRS annual
Optimum ✓	\$ 195.67	12779	Cable & Internet service Stat 2 nov-dec 2023
Premier Fire Apparatus ✓	\$ 959.27	5456	Apparatus parts
RBT CPAs ✓	\$ 10,500.00	12774	Services rendered for audit of LaGrange Dec 2019-Dec 2021 \$3500/yr for 4 yrs
Ruge's Chevy ✓	\$ 358.28	5459	Vehicle maintenance items
Ruge's Ford ✓	\$ 701.98	5453	Vehicle maintenance items
Salemsys	\$ 170.00	12069	UPS backup batteries for stations 1 & 3
Superior Telephone ✓	\$ 146.45	12776	Reprogrammed line at stat 1
Verizon ✓	\$ 149.00	12784	Fios Internet nov-dec 2023
Verizon ✓	\$ 80.99	12793	Fios Internet Stat 3 nov-dec 2023
Verizon Wireless ✓	\$ 28.04	12788	Lifepak Model lines oct-nov 2023

TOTAL SUBMITTED	\$ 1,093,348.74	✓ Balance ✓
TOTAL SUBMITTED	\$ 1,093,348.74	Commissioner Signatures:
changes listed:		
TOTAL APPROVED		
KEY:		
pre-paid		
Paid		