



MINUTES
BOARD OF FIRE COMMISSIONERS
Regular Meeting – July 23, 2024

ATTENDEES: Chairman Marc Komorsky Commissioner Richard Sassi
Commissioner Robert Taft Commissioner Anthony Pignataro
Chief Anthony Champion Attorney Michael Hekle (Via Teams)
Commissioner Ward (Via Teams, Not voting)
Secretary Bria Le

At 6:02 pm, Chairman Marc Komorsky called the Board of Fire Commissioners Regular Meeting to order for Tuesday, July 23rd, 2024 and led the Pledge of Allegiance. He welcomed everyone to the meeting.

MINUTES: - 7/09/24 Regular Meeting

Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Sassi, the Board RESOLVED to approve the 7/09/24 Regular Meeting minutes. Sassi – Aye, Taft – Aye, Pignataro – Aye, Komorsky - Aye. **Motion Carried.**

7/16/24 Special Meeting

Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Sassi, the Board RESOLVED to approve the 7/16/24 Special Meeting minutes. Sassi – Aye, Taft – Aye, Pignataro – Aye, Komorsky - Aye. **Motion Carried.**

EXECUTIVE SESSION:

At 6:03 PM, upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Sassi, the Board RESOLVED to go into Executive Session to discuss a personnel issue. Pignataro – Aye, Sassi – Aye, Taft – Aye, Komorsky – Aye. **Motion carried.**

OPEN SESSION:

At 7:13 PM, the Board resumed Open Session.

CORRESPONDENCE:

- A check was received from Jaclyn Holzmann for a CPR course in the amount of \$8.50.
Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Sassi, the Board RESOLVED to deposit the check for \$8.50 from Jaclyn Holzmann for a CPR course into the General Fund. Sassi – Aye, Taft – Aye, Pignataro – Aye, Komorsky - Aye. **Motion Carried.**

- A request for ice was received from Miles of Hope for their soccer tournament. It will be held on Sunday, August 4th, at Stringham Park in LaGrange. The District has donated ice for this in the past. The Board was in favor of this, with Commissioner Pignataro abstaining due to his prior contact with the person requesting it. It is his neighbor.

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ROOM USE REQUESTS:

There were none at this time.

OLD BUSINESS/UNRESOLVED ITEMS:

- Station 1 Building Update – Chairman Komorsky stated there are some papers in each Board members packet from CPL. Commissioner Ward stated it is the agreement for the work that they are currently doing. This is to create a set of finalized documents before the September timeframe which will be contract ready, detailed specs. Chairman Komorsky stated this reflects their previously agreed-upon work and brings the total sum to \$117,000. Chairman Komorsky reviewed the breakdown in detail. Commissioner Taft asked if the \$117,000 was just to draw up the plans and Chairman Komorsky said yes. Commissioner Ward stated it is the engineering and the detailed specs to create a bid ready document. Commissioner Taft asked what construction administration services entail as it is separate from this proposal. Commissioner Ward stated that when the construction process starts, CPL will do the oversight and make sure that what is being done meets the specs that have been defined. He stated they are on time to have all of those documents available in the September timeframe. Commissioner Pignataro asked how Commissioner Ward felt about the letter from CPL and Commissioner Ward stated he was fine with it. Chief Champion stated they have met previously and discussed some changes to the plan that are not noted on the newest submitted documents. He asked if that would show up later on in the design phase. Commissioner Ward asked if it was in relation to the mental health issues and Chairman Komorsky stated no it was regarding a door being moved and some of the other smaller changes. Commissioner Ward stated that would be done during the design phase. They can review it but he is under the impression that it is all in what they are reviewing. It just needs to be resubmitted to the Board.
- Station 3 Storage Room – Commissioner Ward stated this item continues to be a work in progress.
- Station 2 Brick Pointing – Commissioner Ward stated this item continues to be a work in progress.
- Staffing Community Events – Chief Champion stated as of right now the things that are upcoming will be Safety Day on October 12. It is Columbus Day weekend. After that will be the scheduling of Fire Prevention. Chairman Komorsky asked who was helping with the scheduling. The Chief stated Firefighter Henry is the community liaison and there may be four other individuals to help out with that. The full dossier for that day has not been put together yet. He is working on the supply orders that needs to be done as well. Commissioner Pignataro asked how it is advertised for that day and the Chief said there is a flyer that goes out that is Arlington Central School District approved and it goes out the first week of school. The Local also posts it on the Facebook page, and it goes on the website. It also goes on the sign outside. Chief Champion stated following Safety Day, Firefighter Henry will be scheduling fire prevention at the schools and daycares. The community event outside of this organization will be the Fall Festival, which is October 20. It is from 12 to 4 PM. They typically put an ALS ambulance and an engine out there with three people. It is at Freedom Park. The Festival of Lights is November 30 at 6:30 PM in the center of town. They line up at the high school. In the past they have authorized the use of District apparatus, and the Local has decorated it. The driver of the apparatus is usually paid, and other people show up and ride in the trucks and personal vehicles. Michael Patrimonio may reach out at some point about the Santa Run, but the Chief does not have dates for that yet.

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- ESO Reporting status update –Commissioner Pignataro stated he and Commissioner Ward have to sit down with the Chief at some point to review what he may need assistance with. Chief Champion stated he is looking at other programs to replace what Rover or Spotted Dog used to do. There are other software applications that can aid in reporting. He has been looking at that with Bria and Jen to see if there are other things that will better fit their needs than what ESO is doing. They may come back with a recommendation to move away from ESO on certain topics or altogether depending on what they feel best meets the needs of the district and the members. He does have accounts created for First Due and Flow MSP who is partner with ESO. He can give both commissioners access to look through these programs if they would like. Commissioner Pignataro asked if they were going to compare that to the reports that is to come out of Firehouse Software. Chief Champion said yes.
- Grant update – Chief Champion stated he is waiting for closeout documentation on the Covid Grant 4480. He is waiting for verification to move forward with the MIG Grant that was set up through the County. The SAFER Grant has to have financial and progress reports submitted before the end of the month. He will be getting those completed this week and will continue with requests for reimbursement. Chairman Komorsky asked if the Chief had seen Arlington's grant for \$249,000. Chief Champion stated they went after the AFT Grant and are using some of it for building upgrades. They will be adding sprinklers to the station on Route 9 by Croft Corners. The Chief missed the submission timeline by 5 minutes for that grant. Chairman Komorsky stated there is money to be had, so he will continue to forward grant information when he gets it.
- Commissioner Sassi asked if there was anything coming down countywide for EMS. He has heard about incentives to put advertising on certain agencies' rigs and things like that. Chief Champion stated he has not heard anything about that. They may have discussed it at the County EMS meeting and the liaison for that is Joan Seibert right now. He does know that they put out to see who would be interested in doing EMS on the County level, but he does not know what the replies were. Chairman Komorsky stated he knows there has been a lot of chatter to County Executive Sue Serino about this subject. It just has not been a top priority right now.
- Diesel Tank Accessories - Chief Champion said this is a work in progress.
- HIPAA Compliance –Chief Champion stated this is also a work in progress.
- Lock Smith Quote - Chief Champion stated the locksmith was here yesterday and today and they completed the change out of all of the exterior doors to a single key with a multitiered key system. This building is now secure in that if there are previous keys that have access to the building or several locks, they have been disabled. The Chief would like to request to move forward to do a walk-through with Maya Locksmith at Station 3 and Station 1 for a similar fashion. Commissioner Pignataro asked if this has been tested to make sure that people who did not have access still do not have access now and let people who have access may not have access now. The Chief showed him the new key and stated there is a limited quantity of them. Chairman Komorsky asked who is being given the keys and the Chief stated they would be secured upstairs. If the swipe system fails to work, they still will be able to get into the offices they need to. He would like to re-key the other stations with this same key. Chairman Komorsky stated if the key fob is not working and he needs to get into the boiler at a different station he can come here and get a manual key.

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Chief Champion stated if the swipe system is not working they probably have bigger issues like a natural disaster issues. There will be master keys in the admin office and the Chief's office. They will not be handed out. The access is strictly with the swipe system that the Board previously installed. Chairman Komorsky asked what would happen if the Chief was out of town and Commissioner Taft or Commissioner Sassi need to get into the Chief's office and they cannot swipe in. The Chief stated that was remedied at the last meeting. Mr. Lenkowski stated he can remote in and let people access. Chief Champion stated Bria also has access to his office as well. The Chief was given permission to move forward with getting quotes for the other two stations.

- Station 2 mower – Chief Champion stated Lieutenant DeMILto was getting preliminary information. The Lieutenant stated he called for quotes and sent them directly to the Chief. He did not even look at them. He told them he wanted something between a 48 and a 52-inch, zero turn, manufactured deck and what they have in stock. One price was for a Ferris and Chief Champion stated that was for \$6249 for a 52-inch deck. He does not know what CXI means. He assumes B&S is Briggs and Stratton. There was a Toro zero turn. Chairman Komorsky asked Lt. DeMILto what his opinion on Briggs and Stratton was and he stated they were fine. He stated Kawasaki and Briggs and Stratton are the bigger names right now. He stated the Toro is also a good machine, but he would like to see it first. He can do that before the Board makes a decision. He did not do a full in-depth study on the different machines out there, but he could call Adams who provided three separate quotes for all manufactured decks. The Chief does not have those yet. Lt. DeMILto does not recommend a Bobcat or a Scag for the type of use they have as they do not make light commercial units. Chairman Komorsky stated his concern is whether or not the Toro will last. Lt. DeMILto stated it should last for at least a good five years. The Ferris should last 5 to 8 years. These are not high grade, commercial machines. Chairman Komorsky stated he passed by the other day and someone was out there with a push mower. He asked what the ride on would be doing and Lt. DeMILto explained where it could be used.
- Policy Manual review/Software –Commissioner Sassi stated this is a work in progress.
- Fire Police – Commissioner Sassi stated he just wanted this on the agenda for periodic review. He was looking for an update from the Chief. Commissioner Sassi stated last time this came up at the meeting it was a while ago. They are trying to get a class going and the Chief was going to look into if the County is offering anything. He was under the impression they are supposed to offer a class contractually twice a year, but one has not been seen yet. He asked the District could do a class in-house so they would be in compliance with the state. He asked if there would be some sort of leadership for the fire police under the Chief. He is just trying to get some feeling for the status of the program in general. Chief Champion stated he has not heard back from the County Coordinator on any potential classes offered by DCSO. He will reach out again. He stated there is minimal information on the LMS website but if there is any information that he sees from Westchester he will forward it out. In the past 47-61 was a dedicated vehicle for fire police use. He does not see any reason why that should change. Commissioner Pignataro asked if there was anyone who is currently fire police and Chief Champion stated currently Carl Seibert, Commissioner Sassi, and Ed Stickter and Bob Michaels are fire police. Commissioner Sassi stated the class that they sent Stickter to was canceled once he got there. Chief Champion stated it was only posted on Green County's website and nowhere else, so no one else knew it was canceled. Commissioner Sassi stated it seems the way things are going, they need to figure out if

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they can do something in-house. Chief Champion stated that in looking forward to ensure they are in compliance he will have to take the fire police classes as the Department head and get the paperwork figured out. There are compliance classes that are strictly for fire police that they will need to get as well.

- MTQ – Commissioner Sassi stated this is a place holder on the agenda. He will be discussing this further in executive session.
- Building Repairs/Repair Requests – Chairman Komorsky asked if anybody had anything regarding building repairs. Chief Champion stated Mr. Turner is getting quotes for the next meeting for an exhaust fan for Station 1's bay to circulate the air up there. The guys were opening the doors during the hot spell to try to get air moving. Chairman Komorsky stated he submitted a price from Big Ass Fans because they work very well for air circulation. Chief Champion stated he will keep that and put it in with the rest of the prices when they come through. He stated Mr. Turner is also looking into replacement of the exhaust fans in the bathrooms at Station 2. The fan is non-replaceable and unmatched, however they can save some of the bearings for the assembly so hopefully the next meeting he will have a quote for that replacement as well. The fan is original since the building was built in 1979. It is very loud. He is also setting up for the replacement of the filters as per his contractual agreement. This building will be done on Thursday. He did advise that during the heat wave it was very hard for the air conditioner in the ready room to keep up. This unit has the air conditioner right outside on the patio and was in the heat of the sun all day long. Personnel did use a garden hose to help cool it down a full degree. He is preparing something for review regarding replacing that unit with a mini split. It will eliminate the leaking unit and replacing ceiling tiles as well. It would be similar to what is in the radio room and the two front offices. There is a mini split unit at Station 1 on the back wall that doesn't have a blown breaker but it also doesn't have any power. It is wired in but does not work. Chairman Komorsky stated this was hardwired with one line. It is probably good to get a quote for repairing that.
- Commissioner Sassi asked about radios and sirens for the vehicles. Chief Champion stated he is waiting to hear. He reached out to Paul Herman at EVS this week. He stated they have all the lights for the two new Tahoes and is waiting on the cabinetry. It is tentatively set up for the first part of September to take those vehicles and do the upfit. It has already been approved.

NEW BUSINESS: -

- Microsoft License Renewal – Chairman Komorsky stated everyone has a copy of this information packet. He reviewed each line. Mr. Lenkowski explained each line item to be Board and answered questions as they came up. Commissioner Pignataro asked how this compared to last year's pricing and Mr. Lenkowski stated last year's cost was \$8932. Chairman Komorsky stated there are some additions that were not included last year. Mr. Lenkowski stated Microsoft has changed how antivirus licenses are sold which caused an increase in costs. He also stated that these are state contract prices only and there was no conflict of interest issues with Michael Patrimonio being an employee of SHI. He had no involvement in the pricing of this project. Mr. Lenkowski stated this license is for a three-year term so each year on July 31 it will be due for renewal. Unless they add anything additional, this will be the contract price for the next three years.

Upon a MOTION made by Commissioner Pignataro and SECONDED by
Commissioner Taft, the Board RESOLVED to accept SHI's Microsoft's license

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renewals in the amount of \$12,473.16. Sassi– Aye, Pignataro – Aye, Taft – Aye, Komorsky - Aye. **Motion Carried.**

Chairman Komorsky asked if anyone had any additional new business. There was none.

REPORTS: (by officers present)

- **Treasurer Pozniak** - No report in his absence.
- **Chief Anthony Champion**

In County Training – Chief Champion stated at the last meeting he advised that the on-duty staff was going to go out to Sky Acres Airport in conjunction with Union Vale. It was a very beneficial walkabout. There were some unknown items to all parties so it was good to get out there and view things. Chairman Komorsky asked if there was anything serious outside the gas tanks and Chief Champion said anything of note was handled by Union Vale's District Chief. He stated there is a safety concern that is being taken care of and as soon as it is he will inform Chief Champion, who will inform this Board. He does not feel it is his place to say anything at this time. The officers will be aware. It is a concern regarding preplanning not doing a walk-through. Commissioner Pignataro asked if that was in the Union Vale District and if so Lagrange would always be secondary and Chief Champion said yes. Lagrange would respond to the Oswego Gate and come in from there. Chairman Komorsky stated Union Vale is a volunteer, so Lagrange would be called in.

Out of County Training - Chief Champion stated last month the Board approved training with the Ulster County Swift Water Team. The chief is still waiting for getting credentials on that. That particular training was canceled because the Swift Water Team is also the Dive Team and they had a response they had to go to. He does appreciate that it is still available and will be rescheduled.

As the Board is now aware Mr. Stickter's class was canceled so they are looking to find a new class that he will be able to attend.

EMS - Chief Champion spoke last week with legal counsel regarding the agreement for the Medical Director. They came to an understanding and there are changes that reflected that. That contract has now been sent off to the perspective Medical Director. He has not yet heard back from them. He will follow up with them at the end of the week.

The Semiannual Controlled Substance Renewal that require signatures, one of which is the Chairman of the Board, and one is the Medical Director. He is hoping to hear back from the new Medical Director to execute that change in getting Dr. Murphy off. If that does not occur the Chief will reach out to Dr. Murphy to see if she can sign those. As the Medical Director's name has not been changed with the State yet, she could possibly still sign.

With the efforts from Firefighter/Medic Whalen doing the CME data entry and Lieutenant Medic/Acting EMS Administrator Merritt, the Chief will be sitting down with seven individuals over the course of the next month to review their standing in the CME recertification process. He has been told most of the individuals are in good position and have no complications will renewal of their EMT or EMT paramedic. It usually comes down to doctors' hours or one or two classes that are missing. They want to avoid having anyone sitting at home. It is truly a group

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efforts to stay on top of this. It could be more seamless if it was not spread out among three people, but this is working.

Chief Champion stated at the last meeting he spoke about a cardiac arrest successful resuscitation. On the Teams App tonight he submitted a short narrative written up by Lieutenant Kile that he would like to have puts in their files. Chief Champion read the narrative for the Board. Chairman Komorsky stated that is what dedication and training are all about. Commissioner Pignataro stated it was very well written. Chairman Komorsky stated there should be some sort of citation for each of them and a copy of this written in each of their files. Commissioner Pignataro asked about the Life Saving Award the Chief mentioned prior. The Chief stated within the guides of the Local there are certain things established for certain citations. They have been working on things at a District level. Commissioner Sassi asked if the County EMS Council is advised of these issues as well. Chairman Komorsky stated they used to have a program and asked the Chief to check into it. Chief Champion stated the Local will be doing lifesaving bars for them and there may be something at the annual dinner. Commissioner Pignataro asked if the District does anything. Chief Champion stated he hasn't really thought about anything that would be a duplicate award. Commissioner Sassi stated he feels they should do something that would be different and separate on a District level. The Chief said at a minimum they could set up a bi-annual award meeting to hand out certificates. Chairman Komorsky stated that would be good to do again. He doesn't want to see things like this fall through the cracks. Commissioner Sassi said they did talk about it, but they need to organize it. Chief Champion stated they also spoke about getting a plaque for past commissioners. Commissioner Sassi stated there should be something for volunteers who have put in the years as well. The Chief will express the Board's appreciation to the members at this incident.

Civil Service - The medic list has come out and Bria has a copy of it. There was a submission of job duties sent to Civil Service and they have reached out to meet with the Chief to discuss this. The meeting is set for later this week. He will give an update to the Board at the next meeting. It is in regard to the current positions. He can go into more depth about this during executive session. He stated that in regard to future hiring, the Fall Academy starts September 10. They have two guaranteed spots as of this morning. He is hoping that they can cover interviews in August and suggested the possibility of a special meeting to make the appointments. He would prefer to be able to give two weeks' notice for those individuals to give to their current employers. He is looking for the potential for them to start on September 3. They would go to Academy the following week.

The Chief wanted to congratulate Randi Skuza and Joseph Zaluski as they are now credentialed with the State as MFI's, Municipal Fire Instructors, so they can be utilized to help teach drills and educate staff. The Board congratulated them as well.

Mechanical - Chief Champion stated 47-12 is at Hendrickson having the repairs done on the spring issue. It has been out of service since the last week of June. They will be setting up p.m. maintenance on the tankers and then on the engines, 13 and 11. Commissioner Pignataro asked if they were using the new Union Vale ambulance. Chief Champion stated they have put it into service and it has gone on two calls. There are still a few outlying items. Chairman

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Komorsky asked how they were on equipment as a whole, as there have been some repetitive issues on certain equipment. Lt. Demilto stated they are keeping up with the oil changes. They are behind on preventative maintenance. Filter changes do not need to be done every year because they don't drive them every single year to the miles recommended for changing them. 11 and 12 are at the two-year mark of having no preventative maintenance done. Sean has been changing engine oil and greasing things. They can check the brakes through the wheels and fix lights that are out as they arise. Commissioner Ward did want somebody who was an emergency vehicle technician. Hendrickson has EVT's with two locations. One is on Long Island, and one is in Congers. They opened four months ago. They have a maintenance crew that is on the road if a vehicle cannot get to them. They can also do light maintenance at the firehouse. He is trying to get all the equipment rotated through there so everything can get on schedule and get fully serviced. Chairman Komorsky asked if that was where equipment should go when something major happens to it, and Lt. Demilto said yes. They do not have their own tow trucks, but Brandl will do that if necessary. He will work on a maintenance plan while he is on vacation. If they are supplied with the vin numbers, they have all filters and minor parts on hand before the equipment gets there. Lt. Demilto would like all of this done before winter. This plan is to get 32 down there first and then swap with 31 and then 13 just to make sure that everything is safe with it. Then he can get 11 down there. 55 just went through Fleet Pride so he's not as worried with that one. Reports will be sent to himself, Sean, and the Chief. He reviewed the process of what exactly gets done with each vehicle. He believes at least two of the mechanics in Congers are EVT's. They also do E-One warrantee repairs. Chairman Komorsky asked if there was anything new with the specs for the new vehicles and Lt. Demilto stated he believed there will be a meeting on Tuesday, July 30. He will not be there for that meeting. The Chairman asked how long it would be before they come back to the Board with full specs and Lt. Demilto stated they still have homework to do. Rescue One only builds rescues. That is where they are leaning towards. They do a drop-down body in front of the wheel. They do a lot of things the industry doesn't do and that is a plus. They use every inch of space on the equipment. They have hydraulic driven generators that are high and center mounted. They want to know mounting locations of all of the tools before they start writing things up. One reason is for weight distribution as they want front and rear axles to be even. He believes they are still on a single axle at this point. He has learned a lot over the last year through this process.

Chief Champion stated there is an upcoming training opportunity with Union Vale Fire District. They have been given a structure that they're going to use for training for some search, hose advancement, roof ops and they have extended the courtesy to Lagrange if they would like to come and train as well. The Chief does not have any particulars at this time, but they are looking at approximately 3 to 4 people to go over.

The County has been working on requests for ASHER Training/RTF responses. The County has been working with a small group or committee, and Lt. Rancourt has been on it. They are holding the Asher drill on August 7 at Arlington High School where they are inviting departments that participated in the Train the Trainer a few months ago. Lagrange did send three people to that training. This will probably be a 10-hour event. They are requesting that the people who participated in the Train the Trainers come and be evaluators and help with critiquing the teams that go through. The hope is to better the training for the entire County. It is in Lagrange's district and the Chief was looking to get approval for six people so they could

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have three teams of two people. He is not sure he will be able to get 6, due to it being summer. Chairman Komorsky asked if the Response Team should be the people to go. The Chief stated that if an RTF event occurs, it will be an immediate response with the crew that is on duty. They have, in the past, put individuals to respond as an RTF team but with the advent of the County pushing the ASHER, training it will go out to all 36 departments. Lagrange has also responded to the County stating that as a career staff they will respond in that capacity with the other career departments. The crews on duty will be the first on scene. Then they would be bringing people back in to handle whatever was on within the district. There are approximately 6 individuals who have taken TECC Training and done some extra training. They have provided that training to all of the career staff so that everyone has the same exposure and knowledge. There are some people who are not comfortable going into that type of scene, which is fine. There will always be additional avenues in the type events for triage, logistics, runners, or other aspects that would require them to still wear ballistic gear and understand what is going on and what is being expected. Commissioner Sassi asked if they would be involved in any of the aspects of the training like providing victims or ambulances for transport. The Chief said not to his knowledge. He will most likely send an ambulance to go with them just in case. The Board was fine with this. Chairman Komorsky stated that their ballistic equipment is outdated and asked the chief what was being done about that. The Chief stated he is contacting the County to ensure they can move forward with placing the order and the grant is in place.

Chief Champion stated he has three topics for personnel discussions in executive session.

- **Department** – Chairman Komorsky stated there was nothing to report. He did speak to Bob McCord who said he will hopefully be here sometime in August and would like to come and say hello.
- **Union** – There was nothing to report.

ABSTRACT: \$96,008.33

Upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Taft, the Board RESOLVED to pay the bills for the end of the month of July as per the abstract for \$96,008.33. Sassi – Aye, Pignataro – Aye, Taft– Aye, Komorsky – Aye. **Motion carried.**

PUBLIC COMMENTS:

At 8:42 PM, Chairman Komorsky opened the meeting to public comments. There were none.

At 8:42 PM, Chairman Komorsky closed the public comment section of the meeting.

EXECUTIVE SESSION:

At 8:42 PM, upon a MOTION made by Commissioner Taft and SECONDED by Commissioner Sassi, the Board RESOLVED to go into Executive Session to discuss three personnel issues and one Civil Service from Chief Champion, five personnel from Commissioner Sassi, and one personnel item from Commissioner Pignataro if not covered by the Chief. Sassi – Aye, Pignataro – Aye, Taft – Aye, Komorsky – Aye. **Motion carried.**

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OPEN SESSION:

At 9:59 PM, the Board resumed Open Session.

PREPARE 8/13/24 MEETING AGENDA: Secretary Le will prepare this.

ADJOURNMENT:

At 9:59, upon a MOTION made by Commissioner Pignataro and SECONDED by Commissioner Sassi, the Board RESOLVED to adjourn the meeting.

Pignataro – Aye, Sassi – Aye, Taft – 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 8/13/24

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June 26, 2024

Barry Ward
LaGrange Fire Department
2388 Route 82
Lagrangeville, NY 12540

Re: Station 1 Interior Renovations – Phase 2 & 3 CDs and Bid

Dear Barry,

Scope of Services

To date, CPL has completed a Schematic Design level floor plan identifying three (3) phases of construction and Construction Documents for Phase 1 of that plan. After revisiting the idea of splitting the work into three (3) phases, the Fire Department has decided to combine the three (3) phases into one bid package. This proposal's scope of work will include expanding the Construction Documents to include all phases of the work into one set of plans and specifications. This proposal will also include assisting the fire department in publicly bidding the project. The services included in this proposal are broken down into the follow tasks:

Approved on previous proposal dated 9/12/2023:

TASK 1: Schematic Design

Provided on previous proposal dated 9/12/2023.

TASK 2: Construction Documents Phase 1

Provided on previous proposal dated 9/12/2023.

TASK 3: Bid Phase 1

~~Provided on previous proposal dated 9/12/2023.~~

This task will be removed and the fee amount previously approved will be added to Task 5.

Added tasks on this proposal:

TASK 4: Construction Documents All Phases (expanding to include all phases in one set)

Professional design services related to expanding construction documents to include all work within all Phases in one bid package. Construction documents will include drawings, technical specifications, and front-end specifications required for posting a public bid.

**TASK 5: Bid All Phases**

Professional services related to assisting the fire department with publicly bidding the project. This will include attending a pre-bid walkthrough at Station 1, answering any RFIs in the form of an addendum, attending a bid opening at Station 1, providing the fire department with a recommendation letter for awarding the contracts, and issuing a notice of award. This phase is added for a multiple prime (4 contractors) bid and includes an additional fee to account for that.

Compensation

Our fee proposal breakdown on a task basis to complete the work described above is as follows:

Approved on previous proposal dated 9/12/2023:

Task 1: Schematic Design – Lump Sum \$ 7,000.00

Task 2: Construction Documents Phase 1 – Lump Sum
\$ 30,000.00

Task 3: Bid Phase 1 – Lump Sum \$ 5,000.00

PREVIOUS APPROVED LUMP SUM TOTAL \$ 42,000.00

Added tasks on this proposal:

Task 3: Removal of task – Lump Sum \$ -5,000.00

Task 4: Construction Documents All Phases – Lump Sum
\$ 70,000.00

Task 5: Bid All Phases – Lump Sum \$ 10,000.00

LUMP SUM TOTAL \$ 117,000.00

Not included in this proposal:

- Construction Administration services. CPL will provide a separate proposal for this task after bids have been opened and a Letter of Award has been determined.



CPL will submit invoices monthly, as the work progresses.

This proposal is based on a lump sum fee total broken down per phase. If you wish to proceed with any individual task, please initial the respective task requested if all tasks are not desired.

Please provide an authorized signature in the designated space below and return one copy or provide an executed purchase order.

This proposal is based upon the layout of the attached floor plan. Upon receiving an authorized copy of this proposal, CPL will have a kick-off meeting with the Fire Department to discuss this layout and scope of work.

Please contact us if you have any questions or require any additional information. We look forward to this opportunity to be of service to the LaGrange Fire Department.

Very truly yours,

CPL

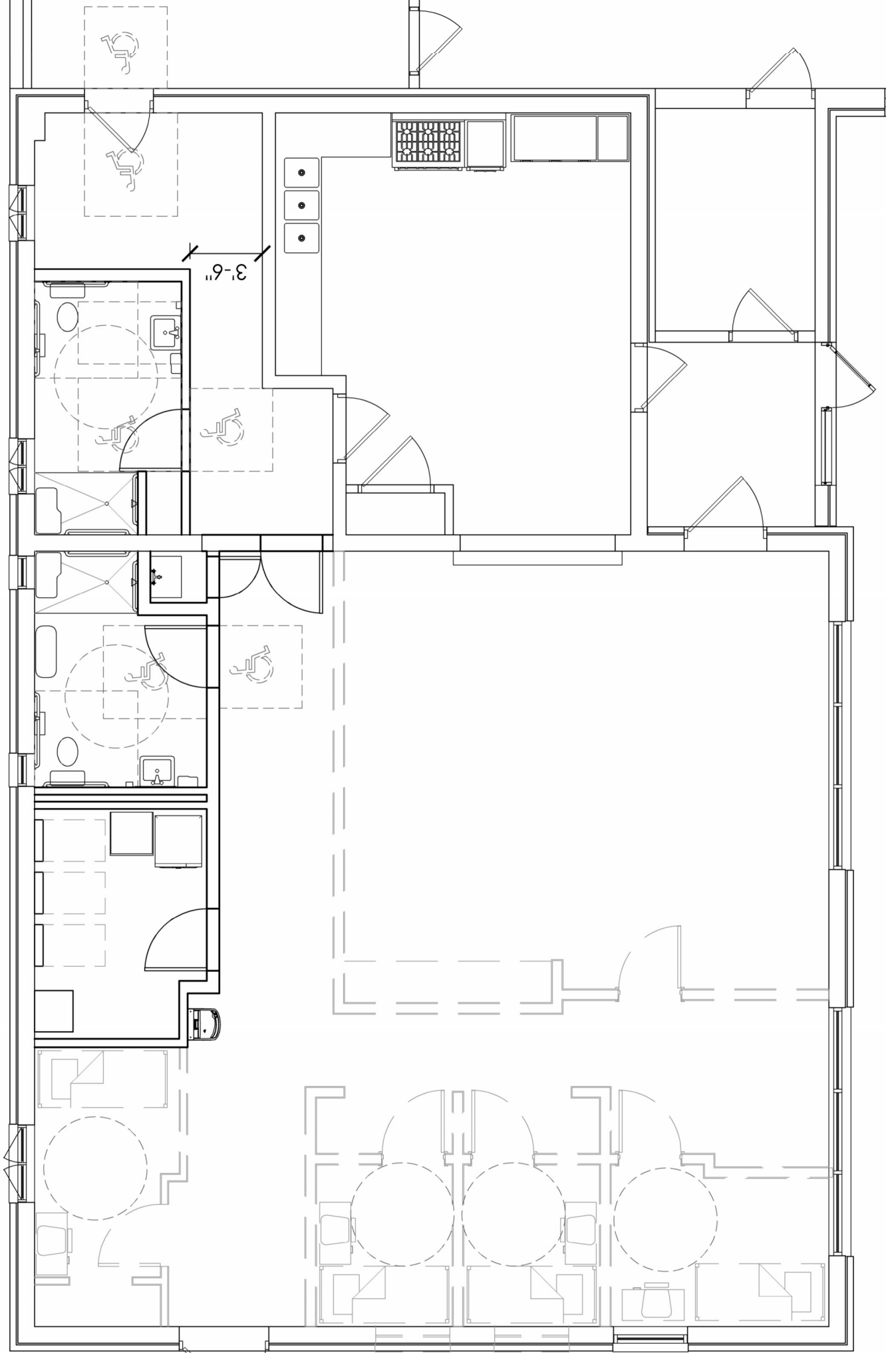
A handwritten signature in black ink that reads "Greg W Bolner".

Greg Bolner
Principal Associate

Proposal Accepted By:

Signature: _____ Date: _____

LaGrange Fire Department





Pricing Proposal
 Quotation #: 25100823
 Reference #: NNEA
 Created On: 7/19/2024
 Valid Until: 8/19/2024

NY-Town of Lagrange

Jeff Lenjowski

NY
 Phone:
 Email: jlenkows@legrangefireny.us

SM SLED Inside Account Executive

Hogan Laskey

290 Davidson Ave
 Sommerset NJ, 08873
 Phone: 732-652-0878
 Fax: 732-652-3099
 Email: hogan_laskey@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 EMS E3 ALng Sub Per User Microsoft - Part#: AAA-10732 Contract Name: OGS IT Umbrella Contract Contract #: PM69723 Coverage Term: 8/1/2024 – 7/31/2025 Note: Year 1	31	\$101.28	\$3,139.68
2 Exchange Online Kiosk Sub Per User Microsoft - Part#: 7TC-00001 Contract Name: OGS IT Umbrella Contract Contract #: PM69723 Coverage Term: 8/1/2024 – 7/31/2025 Note: Year 1	28	\$21.12	\$591.36
3 Teams AC with Dial Out US/CA Sub Add-on Microsoft - Part#: NYG-00001 Contract Name: OGS IT Umbrella Contract Contract #: PM69723 Coverage Term: 8/1/2024 – 7/31/2025 Note: Year 1	31	\$0.00	\$0.00
4 Defender Endpoint P2 Sub Per User Microsoft - Part#: QLS-00003 Contract Name: OGS IT Umbrella Contract Contract #: PM69723	31	\$53.04	\$1,644.24

Coverage Term: 8/1/2024 – 7/31/2025

Note: Year 1

5	Intune Device P1 Sub Per Device Microsoft - Part#: NLZ-00002 Contract Name: OGS IT Umbrella Contract Contract #: PM69723 Coverage Term: 8/1/2024 – 7/31/2025 Note: Year 1	7	\$19.80	\$138.60
6	Teams Rooms Pro Sub Per Device Microsoft - Part#: V9B-00001 Contract Name: OGS IT Umbrella Contract Contract #: PM69723 Coverage Term: 8/1/2024 – 7/31/2025 Note: Year 1	2	\$422.40	\$844.80
7	O365 E1 Existing Customer Sub Per User Microsoft - Part#: T6A-00024 Contract Name: OGS IT Umbrella Contract Contract #: PM69723 Coverage Term: 8/1/2024 – 7/31/2025 Note: Year 1	10	\$101.40	\$1,014.00
8	O365 E3 Existing Customer Sub Per User Microsoft - Part#: AAA-10842 Contract Name: OGS IT Umbrella Contract Contract #: PM69723 Coverage Term: 8/1/2024 – 7/31/2025 Note: Year 1	21	\$242.88	\$5,100.48
			Total	\$12,473.16

Additional Comments

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.

TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

VENDOR	Amount Due	PO #	7/23/2024
AMERITAS ✓	\$ 636.64	13501	Dental insurance
ANTHONY CHAMPION ✓	\$ 80.23		Reimbursement-Uber cost for ESO Wave conference in TX
BLUE DRAGON CONNECTIONS ✓	\$ 33,980.00	13497	Supply & install equip for station 2 conf room
BOTTINI ✓	\$ 1,260.16	13498	Diesel fuel station 2
BRANDL'S TOWING ✓	\$ 250.00	13480	Towing 47-12 (stuck at 71 Hillcrest)
CENTRAL HUDSON	\$ 2,207.11	13485	Station 2 Electric, gas, area light
CENTRAL HUDSON	\$ 30.46	13491	Station 3 area light
CENTRAL HUDSON	\$ 1,021.23	13500	Station 3 electric, area light
DOYLE SECURITY ✓	\$ 374.22	13502	Stat 1,2,3 Fire alarm, radio backup, syst maint monitoring
FREIHOFFER ✓	\$ 108.00	2024-BL	5 gal water delivery station 2
FREIHOFFER	\$ 72.00	2024-BL	5 gal water delivery station 1
HAUN WELDING ✓	\$ 17.50	13453	Medical cylinder rental and maintenance
H.O. PENN ✓	\$ 828.90	13473	Generator inspection/service/parts station 3
H.O. PENN ✓	\$ 828.90	13486	Generator inspection/service/parts station 1
HUDSON BUICK CADILLAC,GMC ✓	\$ 218.69	5562	Air bag sensor 47-74
JULIE BEYER ✓	\$ 1,850.00	2024-BL	Personnel Services/Office work-transcription
MEDICAL WAREHOUSE ✓	\$ 455.87	2024AC	Medical supplies
MEDICAL WAREHOUSE ✓	\$ 618.72	2024AC	Medical supplies
MOBIER DE BUREAU LOGIFLEX (HVOF) ✓	\$ 3,969.48	13285	Office furniture for Chief's office upstairs station 2
Municipal Emergency Services (MES)	\$ 176.85	5512	Swift Water Rescue gloves
Municipal Emergency Services (MES)	\$ 26.00	13460	Uniform: Belt - Career staff
Municipal Emergency Services (MES)	\$ 652.50	13422	Uniform: Stryke pants-career staff
Municipal Emergency Services (MES)	\$ 128.00	13461	Uniform: Company pant - career staff
Municipal Emergency Services (MES)	\$ 13,500.00	13232	RIT-PAK FAST ATTACK/Cylinder & valve assembly
MYA LOCKSMITH ✓	\$ 14,200.00	13415	New locks for station 2
NORTHEAST PEST & WILDLIFE CONTROL ✓	\$ 425.00	13495	Stations 1,2,3 monthly pest control services
NY FIRE EQUIP-BOOTS ✓	\$ 5,816.82	13190	PPE box for career staff
OHD, LLLP ✓	\$ 1,073.50	13380	Calibration of Fit testing equip for respirator wearers
OPTIMUM (01-0) ✓	\$ 116.06	13475	Cable service station 2
OPTIMUM (02-9) ✓	\$ 192.43	13494	Internet service station 2
OPTIMUM (01-9) ✓	\$ 360.86	13476	Cable & internet service station 1
OPTIMUM (01-1) ✓	\$ 204.70	13477	Cable & internet service station 3
O'REILLY'S AUTO PARTS ✓	\$ 66.70	13474	Shop supplies
PROCLAIM, INC. ✓	\$ 7,768.03	13484	Medical claims ambulance services
SAFEGUARD BUSINESS SYSTEMS ✓	\$ 355.86	13452	Fire District checks
SHELTERPOINT LIFE INS CO ✓	\$ 106.78	13482	Vision insurance
TEK MEDICAL SERVICES ✓	\$ 562.00	13489	Physical-volunteer
VERIZON WIRELESS	\$ 930.85	13490	Apparatus & smartphone service
VERIZON WIRELESS	\$ 35.00	13493	Modem usage
VERIZON FIOS ✓	\$ 149.00	13499	Fios internet station 2
VESO LIFE ✓	\$ 353.28	13479	Volunteer life insurance premium
TOTAL SUBMITTED	\$ 96,008.33		Commissioner Signatures:
changes listed:	- 1670.00		Date
			<i>[Signature]</i> 07/23/24
			<i>[Signature]</i> 7/23/24
TOTAL APPROVED	\$ 94,338.33		<i>[Signature]</i> 7/23/24
KEY:			
pre-paid			<i>[Signature]</i> 7/23/24
Paid			