



# LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



## MINUTES BOARD OF FIRE COMMISSIONERS Regular Meeting – February 25, 2025

ATTENDEES: Deputy Chairman Barry Ward  
Commissioner Vincent Tierney  
Chairman Marc Komorsky (*absent*)  
Deputy Chief EMS Scott Merritt  
Treasurer Mark Pozniak (*Via Teams*)  
Commissioner Robert Taft  
Commissioner Anthony Pignataro (*absent*)  
Chief Anthony Champion  
Secretary Bria Le  
Attorney Michael Hekle (*Via Teams*)

At 6:00 pm, Deputy Chairman Barry Ward called the Board of Fire Commissioners Regular Meeting to order for Tuesday, February 25, 2025, and led the Pledge of Allegiance.

**MINUTES:** - 1/28/25 Regular Meeting, 2/11/25 Regular Meeting & 2/18/25 Special Meeting  
Upon a MOTION made by Commissioner Taft, and SECONDED by Commissioner Tierney the Board RESOLVED to approve the 1/28/25 Regular Meeting Minutes. Taft -Aye, Tierney –Aye, Ward – Aye. **Motion Carried.**  
Upon a MOTION made by Commissioner Tierney, and SECONDED by Commissioner Taft the Board RESOLVED to approve the 2/11/25 Regular Meeting Minutes. Taft -Aye, Tierney –Aye, Ward – Aye. **Motion Carried.**  
Upon a MOTION made by Commissioner Taft, and SECONDED by Commissioner Tierney the Board RESOLVED to approve the 2/18/25 Special Meeting Minutes. Taft -Aye, Tierney –Aye, Ward – Aye. **Motion Carried.**

### **CORRESPONDENCE:**

- There was a check from New York State Department of Health for two CME recertifications in the amount of \$800.00. One was for a paramedic and one was for an EMT.  
Upon a MOTION made by Commissioner Ward and SECONDED by Commissioner Tierney, the Board RESOLVED to deposit the \$800.00 check from NYS DOH into the General Fund. Taft -Aye, Tierney –Aye, Ward – Aye. **Motion Carried.**
- A request was received from the Knights of Columbus for their carnival. This is June 25 – 28 and they are requesting an ambulance be there on standby. Chief Champion stated they usually staff that and volunteers come out in a fly car as well.  
Upon a MOTION made by Commissioner Taft, and SECONDED by Commissioner Tierney the Board RESOLVED to allow the district to participate in this event. Taft -Aye, Tierney –Aye, Ward – Aye. **Motion Carried.**

### **ROOM USE REQUESTS:**

- There were none at this time.

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

- Station 1 Building Update – Commissioner Ward stated they did send the building contract bid award documents out last week. They have two weeks to respond and there are a number of items they need to respond with. Hopefully, they will hear more next week. CPL sent their invoice for the monitoring of the construction phase of the project. It will include CPL providing basic construction

BoFC Regular Meeting 2/25/25

Please note that this meeting was conducted in person at 504 Freedom Plains Road in Poughkeepsie, NY AND open for public viewing and/or listening via Microsoft Teams.



## LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



and administration services for a duration of six months from the date of the pre-construction meeting. They will attend an onsite preconstruction conference with the owners and contractors. They will attend bi-weekly and up to two hours of onsite progress meetings for up to six month, 12 total. They will review all submittals and shop drawings for general confirmation of conformance with the contract document, review, verify and approve the contractor submittals, maintain records of accepted and rejected submittals. They will provide the managed and central location of all files associated with the project in their construction information project management software. They will provide up to three site visits by various traders as requested by the owner in addition to a weekly meeting. They will respond to the contractors' requests for information. They will review any potential change orders and make recommendations to the owner. They will review, verify, and approve the monthly requests for payment from the four prime contractors and check progress against milestones. They will prepare a punch list and verify when items are complete. Review and approve closeout documents at project completion. They provide additional professional design services related to providing basic levels of construction administration as needed during the six-month duration. They will provide all of those services under an hourly fee if and when the material is needed for any of the services required beyond six months from the date of the reconstruction meeting. They have included a fee schedule which breaks down these charges. The lump sum for all of these tasks listed as "Task 6" is \$40,000. The additional services charge hourly, per rate, per table if they go on beyond the six months. Not included in the proposal is their responsibility for the overall oversight of the project. CPL will not have any ownership of creating or maintaining the construction schedule. They are not responsible for any contractor means or methods to construct final product. Any owner directed design change will be handled as an hourly charge for the rate tables listed. There was also included a table for reimbursable expenses. Commissioner Ward stated there is a very specific document on what is considered a reimbursable expense. They include but may not be limited to reproductions and mileage. CPL will submit invoices monthly as work progresses. The proposal is based on a lump sum and it is broken down per phase. If the Board wishes to proceed with any individual task, they need that specific task initialed and returned to them if all tasks are not desired. Based upon this proposal CPL will have a kickoff meeting with the Fire District to discuss the layout and the work. They can be contacted if there are any questions. Commissioner Tierney asked what happens if they decide not to go with this plan. Commissioner Ward stated it would be the Board's responsibility to manage and monitor everything. He does not believe anybody on the board has the skill set to do that. Commissioner Tierney asked if this was part of the original estimate and Commissioner Ward stated the original estimate was for the project itself. They always knew that the engineering costs were going to be a certain amount. They always had a ballpark cost. This is now a specific bill. They pay approximately \$50,000 for all of the work that got them the design documents and all of the managing of the work. That was all for the first phase that got them to where they are now. Commissioner Tierney asked if there was any other place to get a price and Commissioner Ward stated he did not believe that bringing in a new engineer at this point would be in the best interest. Commissioner Tierney stated he asked about this two weeks ago and was told that they were not going to do this and now it is being presented to be done. Commissioner Ward stated he does not believe there was ever any intention of not doing this. It was always the plan to have somebody manage this. He stated every project they have done they have had the engineering firm that designed it also managed the execution of it to make sure that everything complied with what was bid. It has always worked seamlessly. Commissioner Tierney asked if this was not part of the bid process and Commissioner Ward stated it is outside of that. It is considered professional services.

BoFC Regular Meeting 2/25/25

Please note that this meeting was conducted in person at 504 Freedom Plains Road in Poughkeepsie, NY AND open for public viewing and/or listening via Microsoft Teams.



## LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



Commissioner Taft stated he thought when they asked about it, they didn't have a big discussion and they were just waiting to get a price. Commissioner Ward stated that was not his assumption. Secretary Le stated the Board have been told when CPL got through the bid process they would give a price for this part. Until they got to the bid process, they were not sure what this price would be. Commissioner Ward stated they have always known that somebody would have to continue on. Commissioner Tierney stated he did not believe they have much of a choice. He knows that he will continue to ask questions that he has not had enough time to digest all of this information. Commissioner Taft stated they are doing a lot. Commissioner Ward stated that they have to monitor every aspect of this project and report back. There was some discussion regarding how change orders would be done. There was discussion regarding the timing of the light system. There was discussion regarding who is the construction manager and what they do. They discussed if there was a way to determine how many hours this entailed. Commissioner Tierney asked what the difference between a GC and CPL was. Commissioner Ward stated the GC runs the whole project and CPL provides oversight to make sure that the GC is doing what they've been paid to do. Commissioner Taft stated he doesn't feel they have a choice.

Upon a MOTION made by Commissioner Tierney, and SECONDED by Commissioner Taft the Board RESOLVED to accept the CPL proposal for the Station 1 interior renovation construction administration in the amount of \$40,000. Taft -Aye, Tierney -Aye, Ward - Aye. **Motion Carried.**

- Station 3 Storage Room – Commissioner Ward stated this remains a work in progress. They will take another look at this in the Spring, but he feels it is mostly drainage, not structural.
- Station 2 Brick Pointing – Commissioner Ward stated there is nothing new at this time.
- Station 1 Gutters – Commissioner Tierney stated they were being put up today. Chief Champion stated it will be a two day process to get them all done. The drainpipe in the front by the foyer was packed solid with ice. They will try to run the electrical cable down there. They have been told it may run all the way out to the cistern in the front.
- Station 1 Trailer – Commissioner Tierney had a power point presentation for the emergency supply of living quarters for career staff. This is required due to the large amount of noise and airborne dust particles as well as consideration for the removal of the asbestos. The apparatus bays were ruled out due to diesel and engine exhaust. They have rejected the use of the current ready room, getting a tent, and engine bay, and Airbnb, or pooling the staff at Station 2. He reviewed each of the project ideas in detail. They have found a construction trailer with four sleeping rooms and one meeting room. It also has a kitchen and a bathroom. The bathroom in the ready room will also be kept available. He reviewed the financials for the option of the Airbnb. He did get two companies that put in bids for the trailer rentals. The trailer would also require sewer, electric, site prep, insurance, and IT. He did get estimates from four separate electricians for this work as well. He is waiting for a definite quote from insurance because right now they just had a ballpark price. It needs to have liability insurance for 10 days of showing up on the property. Commissioner Taft asked what the insurance coverage would be and Commissioner Tierney stated it would be a \$1 million policy. The total cost for the rental is approximately \$51,900. He would like to get a motion to move forward with this construction trailer and all of the required hookups so that they can start moving forward. It will take a little time to get everything coordinated. The requirement for the trailer is that it be 10

BoFC Regular Meeting 2/25/25

Please note that this meeting was conducted in person at 504 Freedom Plains Road in Poughkeepsie, NY AND open for public viewing and/or listening via Microsoft Teams.



## LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



feet away from the building. The cost from Wilscot was \$66,309 for the trailer and the added cost of the water, sewer, electric, site prep, insurance, and IT. The cost from Cassone was \$51,946 for everything. The electrical estimates came in at Giamo \$28,500 but re-issued at \$11,500, Self-Made \$12,500, John Michaels \$7,300, and Black \$4,200.00. Commissioner Tierney stated that the vendors have said that they are fine with invoicing. He ran a tentative payment schedule past Treasurer Pozniak and he was fine with it. Treasurer Pozniak asked if they were going to use general funds or reserve funds for this expenditure. Commissioner Ward stated his recommendation would be to use the reserve funds for this. They can also roll these costs into the cost for the generator permissive referendum later in the year.

Upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Taft the Board RESOLVED to accept the proposal for the construction trailer for the career staff at Station 1 from Cassone and expedite it immediately, for six months for a total cost not to exceed \$55,000. Taft -Aye, Tierney -Aye, Ward - Aye.  
**Motion Carried.**

- Staffing Community Events – Chief Champion stated nothing new has come up with this. They will continue to move forward with taking possession of the trailer that the Town surplused. They hope to do that in the next few days as the ground freezes.
- Operational Software Overview – Chief Champion said they are moving forward with policy review with Lexipol. He did print out information for the Board tonight to review as well as putting it in the Teams folder for tonight's meeting. They have a meeting this Thursday with them to go over changes. There is a meeting with First Due tomorrow and Friday and they are moving forward there as well. They continue to work through data transfer concerns and issues. He hopes to be able to sit with Mr. Lenkowski when he comes back to nail down what will be moved over. Commissioner Ward asked if they could create a separate line for Lexipol policy discussion versus First Due discussions. Secretary Le will take care of that for the next agenda. Commissioner Ward asked if Attorney Heckle was gathering up with any contractual issues with the Union with flexibility and Attorney Heckle stated there will be some obligations there. Chief Champion will send the file to the attorney.
- Grant update – Chief Champion stated they need to follow up with the bank's application to make sure the ballistic wear was paid out. Then they can update the County to get that closed. In regard to the SAFER Grant and the status of the extension, once they get notifications as to whether or not it is approved, they will be able to move forward. The second County grant for the AED's and the mockup for the back of the fly vehicles is moving forward. Once it is completed, he will let the Board know.
- Diesel Tank Accessories - Chief Champion said this is a work in progress pending warmer weather for the bollards. The monthly inspections are continuing.
- Overhead Doors Work – Chief Champion stated this is a work in progress. Commissioner Tierney stated he looked into what it would take to replace the doors. There is a lot of rusting and corrosion on them. If this were to move forward it would have to go out to bid. He had a sample section of the glass door and metal framing to show the Board. These are the type doors that are at Hopewell, Union Vale, and Patterson. It is a 3 inch door with one-inch glass and insulation.

BoFC Regular Meeting 2/25/25

Please note that this meeting was conducted in person at 504 Freedom Plains Road in Poughkeepsie, NY AND open for public viewing and/or listening via Microsoft Teams.



## LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



There would be a solid panel on the bottom for strength and glass the rest of the way up. He stated that Station 1 has the paint chipping off. Commissioner Ward asked Treasurer Pozniak for guidance as to what the next step should be. Treasurer Pozniak stated they need to have some specs to have something to put out to bid. It could be made broader. Commissioner Tierney stated he does have some specs from other firehouses for these manufactured doors. Treasurer Pozniak stated they cannot narrow it down to a specific brand but they have to be able to evaluate that two products are equal. Commissioner Ward asked Commissioner Tierney to write up specs based on the information he had. They will include this in the next permissive referendum. They already have door openers and controls so this will be primarily for the doors. Commissioner Tierney stated he would like to coordinate that with fixing the slab and ramp at Station 1. Commissioner Ward suggested putting out to bid to get a rate per door so they could possibly do one station at one time. Commissioner Taft stated they need to decide how to move forward on the floor at Station 1. Commissioner Ward stated it is a much smaller repair then the floor and it is separate. Commissioner Taft stated the floor is sinking down. There is also a 2 to 3 inch difference where the blacktop is when a tanker backs up. Commissioner Tierney would like to get CPL out there quickly to spec out something for repairs. The blacktop is shot at least 40 feet out. Treasurer Pozniak suggested looking at this as a bigger project. Commissioner Tierney said he understands that but they will have to rock hammer out the area. Commissioner Ward stated he would like an engineer to advise them one way or the other. They could ask if that would be an acceptable approach. He stated they do have an estimate for replacing the whole floor already. Commissioner Tierney stated he was out there today. The ramp and transitions are in very bad shape. The concrete is cracked.

- FASNY Recruitment Class - Commissioner Ward stated he did send information out to Chief Champion to see if anyone was interested.
- Building Repairs/Repair Requests –Commissioner Ward asked if anybody had anything that they had not already spoken about. He stated there was a minor urinal problem at Station 3. Redemption Mechanical did take care of it last week.
- Commissioner Tierney was asked to look at the vanities in the bathrooms at Station 2. They are made out of particleboard. He reached out to Redemption to get a replacement cost and they were approximately \$2200 each for a total cost of \$5500. He spoke with Chairman Komorsky at the last meeting and the Chairman's opinion was that both bathrooms needed to be gutted and replaced. The tiles are old and some are cracking. The sinks are shot. The partitions between the stalls are rusting. The doors are rusting. Commissioner Ward stated that next year is when all of the work on Station 2 is slated to begin. He feels they should be building a list right now so they can get an engineering spec and go to bid for the whole project. Commissioner Tierney asked if that included doing something bigger outside and Commissioner Ward stated it would depend on what they could afford. They do have funds set aside for all of the work at Station 2. That would not include some sort of a new building. Commissioner Tierney stated that is why he reached out for a price for refurbishing the bathrooms. Commissioner Ward stated that they have mechanical issues they have been dealing with for 20 years in this building with the kitchen, bathrooms, and septic. The kitchen needs a gut and a re-do. The bathrooms have been problematic for forever. Between that and the septic and the drainage issues there is a lot of work to be done that will

### BoFC Regular Meeting 2/25/25

Please note that this meeting was conducted in person at 504 Freedom Plains Road in Poughkeepsie, NY AND open for public viewing and/or listening via Microsoft Teams.





## LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



easily consume what they have budgeted. It is stuff that has been neglected for 20 years. He believes they can start the list and the design work on that now. Commissioner Tierney did meet with Jeff Kaiser to speak about refurbishing the kitchen and he does have an estimate for cabinets. They will need a general contractor for that as well. Commissioner Ward stated it will need to be looked at because they do not need a commercial kitchen. Commissioner Tierney had some mocked up pictures of a possible kitchen project that he shared with the Board and got a rough price. He would love to have a sit-down session to start planning things out. Treasurer Pozniak stated they have a certain amount set aside for Station 2 repairs. If they are going to start doing small projects like this now it will affect what they can do later. Commissioner Ward stated their best bet is to give the engineer their maximum dollar amount and the list of things they would like to do and have it priced out to see what they can afford to do. Commissioner Ward stated that Station 1 also has a long list of items that need to be addressed during a Phase 2. Commissioner Tierney stated while they have a construction trailer out there and are in the midst of work and the funds are already allocated maybe they could do some of that work now so they don't have to move the guys out again. Commissioner Ward stated they may not have to move the guys out a second time. It would depend on what they are going to be able to do.

- Commissioner Tierney stated when you look at the employee population the career staff makes up 80% of it. He thinks in order to help improve the communications with the career team, the union, and their leadership, he believes they need to offer them a seat on the dais at commissioners' meetings. He would like to encourage them to show up and speak up if they have any issues. That way they are part of the conversation and feel like they are part of the solution. He made a motion that they offer the career staff a leadership seat to the dais during commissioners' meetings. Commissioner Taft stated he would like to wait until Chairman Komorsky and Commissioner Pignataro are back. Commissioner Ward stated there was no second. Commissioner Tierney stated this could wait.

### **NEW BUSINESS: -**

- Insurance Renewal - NFP – Commissioner Ward stated Chairman Komorsky had mentioned he was going to look through this. Secretary Le stated Chairman Komorsky did look through it. The price has gone up a little. They did ask for some additional coverage due to the new roof at Station 2 and some additional items. He had told her it is a little higher than they wanted but he was fine with it. Commissioner Ward asked Chief Champion if he had reviewed the schedule of equipment. Chief Champion stated he did not. Attorney Hekle did review it and wanted to make sure that the schedule was fine. His second concern was there is a 6% increase and he was unsure if that was appropriate or not. He does not know what the last few years have looked like. Commissioner Ward stated the only thing he could compare it to his personal home insurance which has had large increases. Treasurer Pozniak stated last year it was \$86,062 and this year it is up to \$91,673. He stated the large increase appears to be in the Inland Marine section, which is the replacement value of the emergency vehicles. All the other increases are relatively small. Commissioner Ward stated that the \$5000 deductible is pretty low. He asked why it was not higher. That would make a huge difference in what they pay. Treasurer Pozniak suggested they get those prices and see what the difference in the premium would be. Commissioner Ward stated they typically have enough cash reserves for repairs. This would cover anomalies. He feels it would offset the savings if they were to go with a higher deductible. He asked Secretary Le when this needs to be signed and she stated the current policy is good through February 28. Commissioner Ward stated they could accept this policy and then change the deductible later.

BoFC Regular Meeting 2/25/25

Please note that this meeting was conducted in person at 504 Freedom Plains Road in Poughkeepsie, NY AND open for public viewing and/or listening via Microsoft Teams.



## LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



Chief Champion stated they now have two training containers at Station 1 and it appears that there are a few vehicles they no longer have that need to be removed from insurance. He will review in more detail tomorrow. Secretary Le stated in 2023 the policy was \$82,157. Commissioner Taft asked how this bill was paid and Secretary Le stated it is usually done in one lump sum.

Upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Taft, the Board RESOLVED to move forward with the NFP insurance renewal at a cost of \$91,673.59. They will investigate the deductible increase. Tierney – Aye, Taft– Aye, Ward– Aye. **Motion carried.**

- Station 2 Bathroom & Ready Room proposals – Redemption Mechanical. Commissioner Tierney stated this is what he spoke about earlier. It would be tabled for now.
- Equipment Surplus – Secretary Le stated Deputy Chief Merritt had spoken to the Board prior about five Lifepack AED's that were beyond their useful life. He has requested that they be declared surplus so they can be donated or disposed of. She does have the serial numbers for them. Commissioner Ward asked Treasurer Pozniak if there was a certain dollar limit. They had to maintain for surplus equipment. The Treasurer stated that anything that was registered as an asset should be declared. He does not remember if they ever were or were not, that it does not hurt to declare them as surplus for disposal. He suggested the list of assets to be surplus be attached to the minutes.

Upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Taft, the Board RESOLVED to declare five Lifepak AED's as defined by the Deputy Chief of EMS surplus. Tierney – Aye, Taft– Aye, Ward– Aye. **Motion carried.**

Chief Champion stated he has the statement that was drafted by the attorney last time they donated surplus AED's and he will provide that to Deputy Chief Merritt to be included with the AEDs. He does believe there has been interest from the Town to take receipt so they could be put in the parks going forward. They are no longer serviceable to emergency first responders. There are third-party vendors who will supply parts but LaGrange does not deal with that market. Commissioner Tierney stated when he was here today, he saw the staff pulling out the old gear that has expired. He asked if that was being replaced as well. Commissioner Ward stated they have a replacement schedule and that is in the equipment line. There is a certain dollar amount allotted for that each year. Commissioner Tierney asked if the Captain was going to be giving it out to be used by exterior people. Chief Champion stated that they have gotten away from giving gear beyond its 10 year life to exterior firefighters due to liability issues. They do not want to run the risk of having expired gear getting mixed in with in-service year so it is being disposed of. Commissioner Tierney asked if it is thrown out and Chief Champion stated it is destroyed. Attorney Hekle stated that there should be language that there is no warranty or liability to these items when they are passed off to someone else. Chief Champion stated he still has that and it will be included.

- Commissioner Ward stated there is an estimate from Redemption Mechanical for Station 2 air conditioning unit in the ready room has a failing compressor. Replacement has been recommended. The unit with the ductless A/C heat pump is \$12,800. It includes removal and disposal of the condenser and air handler of the AC ceiling unit and the installation and all necessary materials for the installation of a new unit. It is for a Fujitsu AOU30RLXEH 30,000 BTU

BoFC Regular Meeting 2/25/25

Please note that this meeting was conducted in person at 504 Freedom Plains Road in Poughkeepsie, NY AND open for public viewing and/or listening via Microsoft Teams.



## LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



2.5 ton 18.7 seer R410A condenser with matching Fujitsu ASU30RLD 30,000 BTU wall-mounted evaporator.

Upon a MOTION made by Commissioner Taft and SECONDED by Commissioner Tierney, the Board RESOLVED to approve the estimate from Redemption Mechanical for the purchase of a ductless A/C heat pump at a cost of \$12,800. Tierney – Aye, Taft– Aye, Ward– Aye. **Motion carried.**

### **REPORTS:** (by officers present)

- **Treasurer Pozniak** - There was no report.
- **Chief Anthony Champion** –
  - o Updates - Chief Champion stated Mya Locksmith has come through and completed the work on Station 1 & 3 for the cores on the locks. They now have an entirely keyless system. There are still a few issues to be worked out at Station 2. They will be back within the next 30 days to finish.
  - o Mechanical Status Updates - Chief Champion stated he had requested Lieutenant Demilto to attend the meeting, but he was unable to due to a scheduling conflict. He did forward Chief Champion information on Ferris mowers. There was a mower that was listed on CNY Farm Supply for \$3900. It was a riding mower with what looked to be a 42 inch deck. It has four hours of use. He also provided some costs for a new Ferris 3000S with a 48 inch deck for \$4900, a 500 with a 52 inch deck for \$6600, a second 500 with the 61 inch deck for the \$7100. Commissioner Ward asked what the Chief's recommendation was. Chief Champion stated this particular entity is three hours away and they do not deliver. Commissioner Taft verified that the use will only have four hours on it and Chief Champion said yes. It was purchased and ridden one time and the owner did not like it so he returned it and they put it up for sale. His concern with purchasing this is that there is no service available for it anywhere and to bring it there would be very time-consuming. Chief Champion stated he has not had any time to do any forward movement into replacement of the mechanical helper. Lieutenant Demilto did spend the better part of Saturday morning going through the status of all vehicles and updating what has been submitted for repairs. He is hoping to have a full summary of that within the next week.
  - o Membership Status - Chief Champion stated last week there was a special meeting in which four additional firefighting staff was hired. Two of those recruits started on Monday and started the Academy today. They completed all the necessary HR paperwork. The two additional staff will begin the week of March 10 with an Academy start date of the 17th. The cost for firefighters at the Utica Academy is \$6500 per recruit for a total of \$13,000. He does believe they will want that money prior to the start of the Academy. It is similar to what they do with Westchester.  
Chief Champion stated there was a suspended individual that has returned back to active probationary status. If the Board would like more information, it can be discussed during executive session.  
Civil Service did create the four captains positions and provided an eligible list. The Chief is looking to promote all three individuals on that list. Civil Service has told him they do not have to canvas for this if they are promoting all four. Based on that, he is requesting that

BoFC Regular Meeting 2/25/25

Please note that this meeting was conducted in person at 504 Freedom Plains Road in Poughkeepsie, NY AND open for public viewing and/or listening via Microsoft Teams.





## LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



the Board consider promoting those individuals at this meeting with an appointment date within the next week. Commissioner Ward stated that would be covered in the Executive Session. Chief Champion stated that given there were four spots created he would like to keep one spot vacant as there is not four individuals on that list. He would also like a motion to provisionally appoint someone to the fourth vacancy. Commissioner Ward stated this will be covered under Executive Session. Chief Champion stated given that conversation he may ask for additional promotions of the lieutenants.

- Training – Chief Champion stated Lieutenant Hildenbrand is working with probationary Firefighter Cummings. He is learning everything they are showing them. They are taking advantage of the nice weather and he is getting additional pumping time in. Chief Champion is looking to have him move to group as soon as next week. He will have to have a conversation with the executive board of the Local and then he will have a conversation with Mr. Cummings to make sure that he is on board with a change.
- In County Training – Chief Champion stated tomorrow night is the thermal imaging class that was previously approved. He is looking for approval for Fire Officer II training class, which begins April 5 and continues on the 6th, 12th, 13th, and 14th. There are three individuals who have submitted for it and they are Lieutenant Demitto, Lieutenant Wern, and Lieutenant Hildenbrand, with the exception that Lieutenant Wern needs 10 hours of his shift covered. All three would be in for overtime during this class but it is local at the Dutchess County Training Center.

Upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Taft, the Board RESOLVED to approve Lieutenants Demitto, Wern and Hildenbrand to attend the Fire Officer II class at Dutchess County Emergency Response center from April 5 to April 14. Tierney – Aye, Taft– Aye, Ward– Aye. **Motion carried.**

Chief Champion stated they had been informed there was a PALS training at Arlington last week. Firefighters/Medics Hackett and Rogers did attend that. He does not believe there was any shift coverage needed, just overtime for the eight hour day.

- Out of County Training - Chief Champion stated he is looking for approval for two firefighters to attend a Technical Rescue Leadership Forum in Oriskany on March 21 through March 23, 2025. They would need a vehicle and secure lodging. As of this time he has one individual but he does believe there will be a second one who would like to go. The class is free. Lieutenant Zittel would need 24 hours of shift coverage. He believes it would just be overtime for the second person. He does not have a cost for lodging at this point.

Upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Taft, the Board RESOLVED to allow up to two firefighters to attend a Technical Rescue Leadership Forum in Oriskany for March 21 through March 23. Tierney – Aye, Taft– Aye, Ward– Aye. **Motion carried.**

Commissioner Tierney asked if they come back and share what they have learned in training and Chief Champion said yes. He stated if they did not do that, he would stop allowing them training opportunities. They need to come back and share their knowledge. Commissioner Tierney asked if they could come and present what they learn to the Board and Chief Champion stated he did not see why not.

BoFC Regular Meeting 2/25/25

Please note that this meeting was conducted in person at 504 Freedom Plains Road in Poughkeepsie, NY AND open for public viewing and/or listening via Microsoft Teams.



## LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



Chief Champion stated he is looking for approval to send two individuals to a class in Albany for a NYS Structural Collapse class. It is April 28 through May 9. It is an eight hour a day class over a course of two weeks. There will be shift coverage and overtime coverage. They will need a vehicle and lodging. He does not have the cost for lodging at this time. It is part of the series.

Upon a MOTION made by Commissioner Tierney and SECONDED by Commissioner Taft, the Board RESOLVED to allow up to two firefighters to attend a NYS Structural Collapse class in Albany from April 28 through May 9. Tierney – Aye, Taft– Aye, Ward– Aye. **Motion carried.**

- 2024 Calls – Chief Champion stated that LOSAP is in progress.

Chief Champion stated he has six personnel items related to civil service promotional and one 207A issue for Executive Session.

- **Deputy Chief of EMS** – Deputy Chief Merritt was not present. Chief Champion stated he had updates in regard to the agency controlled substance licensing. They did get notified that it was passed. They are within their purview to continue administering narcotics. The Deputy Chief is also been meeting with various individuals regarding their CME status and submitting their progress so they may be recertified going forward. That has been 100% out of 100%.
- **Department** – Commissioner Ward stated there was no one present.
- **Union** – Commissioner Ward stated there was nothing from the union.

### **PUBLIC COMMENTS:**

At 7:29 PM, Commissioner Ward opened the meeting to public comments. There were none.

At 7:29 PM, Commissioner Ward closed the public comment section of the meeting.

### **EXECUTIVE SESSION:**

At 7:29 PM, upon a MOTION made by Commissioner Taft and SECONDED by Commissioner Ward, the Board RESOLVED to go into Executive Session to discuss six personnel issues/civil service issue, and one 207A from Chief Champion, one contractual item from Commissioner Ward. Tierney– Aye, Taft– Aye, Ward– Aye. **Motion carried.**

### **OPEN SESSION:**

At 8:12 PM, the Board resumed Open Session.

Chief Champion stated the MOU is done if the Board wants to move forward with promoting the three on the eligibility list, he is requesting a motion for that.

Upon a MOTION made by Commissioner Taft and SECONDED by Commissioner Tierney the Board RESOLVED to promote Lieutenants Zittel, Rancourt, and Ryan to the positions of captains per the eligible list. This is done by time in

BoFC Regular Meeting 2/25/25

Please note that this meeting was conducted in person at 504 Freedom Plains Road in Poughkeepsie, NY AND open for public viewing and/or listening via Microsoft Teams.



## LAGRANGE FIRE DISTRICT

504 Freedom Plains Rd • Poughkeepsie, NY 12603



position. This will be effective Monday, March 3. Taft– Aye, Tierney– Aye, Ward – Aye.  
**Motion carried.**

Chief Champion stated he will work on the promotional ceremony.

**PREPARE 3/11/25 MEETING AGENDA:** Secretary Le will prepare this.

**ADJOURNMENT:**

At 8:14 PM, upon a MOTION made by Commissioner Taft and SECONDED by Commissioner Tierney, the Board RESOLVED to adjourn the meeting.  
Taft– Aye, Tierney – Aye, Ward – Aye. **Motion carried.**

Respectfully submitted by  
Julie Beyer  
on behalf of Bria Le – District Secretary  
***Approved by the Board of Fire Commissioners on 3/11/25***

BoFC Regular Meeting 2/25/25

Please note that this meeting was conducted in person at 504 Freedom Plains Road in Poughkeepsie, NY AND open for public viewing and/or listening via Microsoft Teams.



February 18, 2025

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

**Re: Station 1 Interior Renovations – Construction Administration**

Dear Barry,

**Scope of Services**

To date, CPL has completed the design and bid phases of the project. This proposal's scope of work will include the Construction Administration phase of the project. The services included in this proposal are broken down into the follow task:

\*Tasks 1 – 5 were approved on previous proposals

**TASK 6: Construction Administration**

Professional design services related to providing a basic level of Construction Administration Services.

- CPL will provide Basic Construction Administration Services for a duration of 6 months from the date of the Pre-Construction Meeting.
- Attend an on-site pre-construction conference with the Owner and Contractors.
- CPL will be attending bi-weekly (up to 2 hours) on-site progress meetings for a duration of 6 months (12 total).
- Review all submittals and shop drawings for general conformance with the contract documents; review, verify and approve contractor submittals; maintain records of accepted and rejected submittals.
- Provide and manage a central location of all files associated with the project in our construction information project management software Newforma.
- CPL will provide up to three (3) site visits by various trades as requested by the Owner (in addition to weekly meetings).
- Respond to contractor requests-for-information (RFIs).
- Review any potential change order requests and make a recommendation to the Owner.
- Review, verify and approve monthly requests for payment from the four (4) prime contractors, check progress against milestones.
- Prepare a punch list and verify when items are complete.
- Review and approve closeout documents at project completion.

**TASK 7: Additional Services**

Professional design services related to providing a basic level of Construction Administration Services as/if needed beyond our 6-month duration listed above.

- CPL will provide all services listed under Task 6 under an hourly fee for time and material as needed for any service required beyond 6 - months from the date of the Pre-Construction Meeting.

**Compensation**

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

Task 6: Basic Construction Administration – Lump Sum                      \$ 40,000.00.

Task 7: Additional Services – Hourly                      Charged hourly per rate table below

Standard Billing Rates by Role	
Role	Billing Rate
Architectural Designer II	\$115.00
BS Engineer I	\$150.00
BSE Designer I	\$125.00
BSE Project Manager I	\$170.00
Construction Administrative Assistant	\$110.00
Interior Designer III	\$110.00
Principal Electrical Engineer	\$250.00
Principal Engineer	\$225.00
Principal Mechanical Engineer	\$215.00
Principal Plumbing Engineer	\$215.00
Principal Structural Engineer	\$215.00
Senior Architectural Designer	\$140.00
Senior Architectural Project Manager	\$215.00
Senior BS Engineer/Specialist Role	\$200.00
Senior BSE Designer	\$150.00
Senior Engineering Project Manager	\$215.00
Senior Interior Designer	\$130.00
Vice President	\$365.00





Not included in this proposal:

- Construction Management. CPL is not responsible for having any overall oversight of the project.
- CPL will not have any ownership of creating or maintaining the construction schedule.
- CPL is not responsible for any contractor means and methods to construct a final product.
- Any Owner directed design change. This will be handled as an hourly charge per rate table listed above.
- \*Reimbursable expenses.

\*Schedule of Reimbursable Expenses: Article 11.8 Compensation For Reimbursable Expenses of AIA Document B101 is very specific on what is considered a reimbursable expense. These include, but may not be limited to, reproductions, mileage, etc.

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**

Greg W. Bolner, P.E.  
Senior Engineering Project Manager

Proposal Accepted By:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

LaGrange Fire District

**Bria Le**

---

**From:** Scott Merritt  
**Sent:** Wednesday, February 12, 2025 3:13 PM  
**To:** Bria Le  
**Subject:** Equipment for surplus

We have five Lifepak 500 AEDs that are beyond their usable life and are able to be declared as surplus by the Fire District. The following are the LFD inventory numbers and serial numbers for the Lifepak 500's. Could you please arrange for this to be put on the agenda for a future BOFC meeting?

LFD 001961 - Ser 12763233  
LFD 002002 - Ser 30737361  
LFD 002099 - Ser 31655913  
LFD 002133 - Ser 34285657  
LFD 002134 - Ser 34285664

Thank you,

Scott Merritt  
Deputy Chief, EMS  
LaGrange Fire District  
SMerritt@lagrangefireny.us  
845-471-4693

ESTIMATE

Redemption Mechanical Inc  
P.O. Box 50  
Lagrangeville, NY 12540

RMI316@outlook.com  
(845)531-9332



Bill to  
Lagrange Fire District  
504 Freedom Plains Rd  
Poughkeepsie  
NY  
12603

Ship to  
Lagrange Fire District  
504 Freedom Plains Rd  
Poughkeepsie  
NY  
12603

Estimate details  
Estimate no.: 2968  
Estimate date: 02/19/2025

#	Product or service	Description	Qty	Rate	Amount
1.	Notes	The Air Conditioning unit at Station 2 in the ready room has a failing compressor and has lost capacity for effective cooling. Due to its age replacement is recommended.	1	\$0.00	\$0.00
2.	Ductless AC/Heat pump	Recover and recycle refrigerant from existing system. Remove and dispose of condenser and air handler in ceiling. Furnish and install all necessary materials to complete installation. New lineset shall be run in conduit/gutter material for sealed protection and clean appearance. Outdoor unit to be set on stand in location of current condenser. Equipment shall be as follows Fujitsu AOU30RLXEH 30,000 Btu (2.5 ton) 18.7 seer r410a condenser with watching Fujitsu ASU30RLE 30,000 Btu wall mounted evaporator	1	\$12,800.00	\$12,800.00
3.	Notes	Electrical changes are necessary for code compliance. All pertinent information and requirements will be forwarded to Giamo Electric.		\$0.00	\$0.00
Total					\$12,800.00

Accepted date

Accepted by

VENDOR	Amount Due	PO #	2/25/2025
AMAZON ✓	\$ 303.07	13898	SUPPLIES
AMERICAN RED CROSS ✓	\$ 198.00	5638	PALS-BL TRAINING - CAREER
AMERITAS LIFE INS ✓	\$ 1,855.12	14036	DENTAL INSURANCE
ANTHEM BLUE CROSS/BLUE SHIELD ✓	\$ 119.12	14022	OVERPAYMENT FROM ANTHEM - COST RECOVERY
BOTTINI FUEL ✓	\$ 1,415.13	14028	DIESEL FUEL STAT 2
BRANDL'S TOWING ✓	\$ 15,000.00	14005	TOW SHIPPING CONTAINERS
CENTRAL HUDSON ✓	\$ 846.67	14016	ELECTRIC/AREA LIGHT FOR STATION 3
CRYO WELD ✓	\$ 148.73	14004	COMPRESSED OXYGEN DELIVERY
FIRE PROTECTION PUBLICATIONS ✓	\$ 392.00	14002	TEXT BOOKS FOR NEW RECRUIT TRAINING
GLOBAL AUTO REPAIR & ACCESSORIES ✓	\$ 257.42	14014	REPAIRS/PARTS FOR 47-71
H.G. PAGE LUMBER ✓	\$ 7.58	5647	SHOP SUPPLIES
JAMES PUBLISHING ✓	\$ 175.00	14029	OFFICERS GUIDE
JULIE BEYER ✓	\$ 180.00	2025BLE	PERSONNEL SERVICES
KOSCOHERITAGEW/HOP ENERGY ✓	\$ 655.15	14027	FUEL OIL STATION 3
MEDICAL WAREHOUSE ✓	\$ 597.69	14019	EMS SUPPLIES
MES SERVICE COMPANY, LLC	\$ 120.00	5626	SEWING/EMBROIDERY ON EXISTING UNIFORMS
MES SUPPLY COMPANY, LLC	\$ 191.08	13948	UNIFORM - CAREER
MES SUPPLY COMPANY, LLC	\$ 86.08	13894	UNIFORM - CAREER
MES SUPPLY COMPANY, LLC	\$ 73.00	14013	UNIFORM-STAFF
MES SUPPLY COMPANY, LLC	\$ 2,613.69	14003	PERSONAL PROTECTIVE GEAR
MES SUPPLY COMPANY, LLC	\$ 365.00	14033	COMPRESSOR SERVICE CALL
MES SUPPLY COMPANY, LLC	\$ 75.00	13973	ACCESSORY - COMMISSIONER
NY FIRE EQUIPMENT ✓	\$ 1,275.12	14000	HAIX BOOTS-CAREER
OPTIMUM ✓	\$ 195.72	14018	INTERNET SVC STATION 2
PROCLAIM ✓	\$ 7,680.33	14021	TRANSPORT CLAIMS AMBULANCE SERVICES
SARJO INDUSTRIES ✓	\$ 58.30	5646	MISC SHOP SUPPLIES
SCHRECK SERVICE & SALES ✓	\$ 329.50	5657	REPAIRS/PARTS FOR 47-13
SNOW FOUNTAIN SUPPLY ✓	\$ 250.00	14017	MAGIC SALT
STERICYCLE, INC ✓	\$ 141.35	14024	MEDICAL WASTE DISPOSAL
VERIZON	\$ 934.47	14007	APPARATUS & SMARTPHONE CELL SERVICE-STATION 1
VERIZON	\$ 35.00	14015	MODEM CHARGES
VERIZON	\$ 149.00	14025	FIOS INTERNET STAT 2
VERIZON	\$ 80.99	14026	FIOS INTERNET STAT 3
<b>TOTAL SUBMITTED</b>	<b>\$ 36,804.31</b>		<b>Commissioner Signatures:</b>
<b>changes listed:</b>	\$ 80.99		
			2-25-25 R+ 2/25/25 136 2/25/25 [Signature]
<b>TOTAL APPROVED</b>			
<b>KEY:</b>			
<b>pre-paid:</b>			
<b>Paid:</b>			