

The regular monthly meeting of the Board of Fire Commissioners of the Belgium Cold Springs Fire District was called to order at 7:00 P.M. on June 20, 2022, by Chairperson, K. Thompson.

Present: K. Thompson, M. Chura, D. Rafkis, M. Malone, J. Patterson, W. Dwyer, A. Speach, M. Speach, J. Tanner, L. Tanner, L. Malone, W. Massaro, J. Corcoran, J. Metallo, J. Burgess, T. Eckel, Janelle Melchior, R. McNeil, B. Raymond-LaPrease, C. LaPrease

J. Patterson made the motion to approve the minutes of the May 16, 2022, monthly meeting and M. Malone seconded the motion. Carried.

<u>Treasurer's Report:</u>	Checking	194,551.93
	Savings	866,552.97
	Payroll account	122,860.08
	Capital Imp. Reserve	660,753.97
	Apparatus Reserve	687,897.00
	Cont. Tax. Stab. Res.	42,746.22
	Equipment Reserve	263,704.39
	Vouchers	230,251.79
	CODES Checking	2,725.40
	CODES Savings	22,368.70
	CODES bequests	61,607.62
	Vouchers	300.00

W. Dwyer reviewed the treasurer's report. The service awards payouts have been made. There are two credit cards bills from Comdata, we have changed the bill date to the 15th, so it is closer to the commissioners meeting date. M. Chura made the motion to approve the treasurer's report and M. Malone seconded the motion. Carried. J. Patterson made the motion to approve the vouchers as audited and M. Malone seconded the motion. Carried. M. Chura will be the commissioner to review bank statements this month.

Correspondence:

- A letter was received from Excellus with a proposed increase of 12.07% for health insurance.

Chief's Report:

M. Speach reported:

1. Equipment purchases:
 - a. The six, 100' lengths of 4" supply line have arrived and are in service
 - b. The new mannequin for the tower has arrived and will be put in service
 - c. The new portable radios for Truck 2 have arrived but need accessories and need to be programmed. They will be put in service when programming is complete.
 - d. Request Permissive Referendum for purchase of remaining portable radios. The quote is \$86,669.28 and pricing is on the New York State contract. M. Chura

made the motion below pending permissive referendum and D. Rafkis seconded the motion. Carried.

Whereas, at a regular meeting of said Board of Fire Commissioners on June 20, 2022, it was resolved to use said funds as follows:

RESOLVED, THAT THE FIRE DISTRICT EXPEND FUNDS ALREADY ON HAND IN THE RESERVE FUND FOR EQUIPMENT AS FOLLOWS; NOT TO EXCEED \$90,000 TO BE USED FOR THE PURCHASE OF PORTABLE RADIOS AND COMMUNICATIONS/IT EQUIPMENT, INCLUDING LEGAL AND ADVERTISING COSTS.

BY ORDER OF THE BOARD OF
FIRE COMMISSIONERS OF THE
BELGIUM COLD SPRINGS FIRE DISTRICT

- e. A new tablet was ordered to replace the MDT on Engine 21 and is in service.
- f. Additional combination Smoke/CO detectors have been ordered to replenish our stock. Those are in and will be distributed.
- 2. Miscellaneous medical supplies were ordered.
- 3. Apparatus:
 - a. Truck 2
 - i. We are waiting on some equipment, and we have a list from the Station 2 officers that we are working through
 - ii. PAC Mounting brackets have come in and are in the process of being installed
 - iii. The punch list is still being worked through- Jerry working with VanderMolen.
- 2. Personal Rescue Device and TOAC
 - b. Our annual TOAC and PRD drills went well, and we only have a few members to catch up with- we are in really good shape.
 - iv. Special thanks to Chief Corcoran for setting up the training and ensuring they ran smoothly and safely!
- 3. COVID-19 Preparation/Response/Planning:
 - c. Members are reminded to wear PPE on EMS calls
 - d. Our current policy remains in place and unchanged
 - e. Keep in mind...this is a fluid policy and can be changed at a moment's notice
- 4. Zoll emsCharts Software:
 - f. The charts done have looked great with little to no errors!
- 5. I always encourage our members to put a duty crew in service or set up an Engine 91 date that BCSFD hosts
- 6. Members have been reminded to please try and use Bryx when responding
 - g. It helps us know who is responding and lets members know who is on their way to the stations so we can respond with full crews
- 7. Thank you for your continued support!

W. Massaro Reported:

- The new development on Drakes Landing was approved.
- There is a solar farm going up on Sixty Road. It is in the Northwest Fire District.
- The Verizon Cell tower is up on Hicks Road.
- Report on the structure fire on Dutchman Rd.; the fire had a good start as it began outside the home. We had a good response from Mutual Aid, and everyone did a great job.
- Attended the NYSAFC's vendor show, and it was disappointing, not many vendors.
- Working on getting quotes for Milwaukee tools that have been requested. It will be approximately \$5000
- Getting quotes for hose pig tails for the hose beds to make it easier to pull hose, approximately \$800.
- Parkway drive group home has closed.

M. Chura made the motion to spend up to \$6000 for the cordless Milwaukee tools, to be paid for out of the Chief's equipment budget and J. Patterson seconded the motion. Carried.

J. Patterson made the motion to spend up to \$1000 for hose pigtails, out of the Chief's budget and M. Chura seconded the motion. Carried.

J. Corcoran:

- June training:
 - In June we have scheduled various engine company operations drills.
 - Live fire training is scheduled for 6/30. The suggestion was made to invite mutual aid departments to our live fire training. J. Corcoran will reach out to MCFD if acceptable to everyone and then continue to invite mutual aid departments.
- discussion. K. Thompson stated that Chief Speach was OK with it and there are no further issues from the BOFC.
- TOAC: All active members are done.
- Personal Rescue device training there are 2 people left.
- A lot of cooperation to coordinate both of these training requirements, thank you to all involved.

Committee Reports

Building & Facilities:

- M. Chura: Nothing further to report, projects are in the same status as reported last month. Station #2 Roof – taking an average of 8 months for delivery of materials. We will most likely see an increase in the price of materials. A. Speach will continue to reach out for an updates.

New Truck Committee: M. Speech reported that they held a meeting last week to discuss ideas and the direction for E11 replacement.

Lysander Public Safety: K. Thompson reported that the next meeting will be at BCSFD on June 21st at 7PM.

Budget & Finance: K. Thompson reported that we will be moving on with the 2023 Budget and we will need the Executive Budget and the Chief's Budget requests.

IT Committee: J. Patterson reported that Station Boards concept is complete, and a meeting will be set up to preview the content.

Recruitment & Retention: nothing to report.

Personnel: No report.

Caretaker Leader Report: J. Tanner submitted a report.

Truck Maintenance: J. Tanner reported that Krown is scheduled for the annual undercoating tomorrow. JPB will be here this week for pump testing. The hose testing is scheduled for July 7th.

Building Maintenance: M. Malone reported that everything is good.

Old Business:

- Long Term Planning - tabled until next month
- Policy review- several policies to review – update
 - Code of conduct: The changes are in red. Error on page 6 to be corrected. J. Patterson made the motion to approve the changes to the Code of Conduct Policy and M. Malone seconded the motion. Carried.
 - Complaint form: The changes are in red. J. Patterson made the motion to approve the complaint form and M. Chura seconded the motion. Carried.
 - Harassment Policy: M. Malone made the motion to approve the changes to the harassment policy and M. Chura seconded the motion. Carried.
 - Sexual harassment policy: Discussion. The suggestion to change the header and the changes in red. The change is to make a chairperson instead of chairman and provide for an alternative person to report to with header change and the complaint form will be attached in Power DMS. J. Patterson made the motion to approve the changes discussed to the Sexual Harassment Policy and M. Chura seconded the motion. Carried.
 - Sexual harassment complaint form: Discussion. The form is to be attached in Power DMS and update header and reporting procedure. J. Patterson made the

motion to approve the changes to the complaint form as discussed and M. Malone seconded the motion. Carried.

- Travel Policy. The change is to add request for reimbursement as part of the policy. J. Patterson made the motion to approve the updates to the Travel Policy and M. Malone seconded the motion. Carried.

New Business:

- Discussion regarding the purchase of a new chief's vehicle. The permissive referendum has already been done. We have the opportunity to purchase on county contract for delivery in late fall or early winter. J. Patterson made the motion to approve the purchase of the Ford police interceptor to be used as a chief's vehicle for up to \$36,000 and M. Malone seconded the motion. Carried.
- The chief's vehicle that sustained damage was assessed by the insurance company and was not deemed a total loss. The body shop is behind, so we are looking at September for the repairs but possibly sooner.
- M. Malone made the motion to schedule a public hearing on July 11, 2022 at 7pm at Belgium Cold Springs FD Station #1, to inform the residents, and listen to public comments, that the Board of Fire Commissioners is considering a resolution to hire a paid chief and any necessary staff as it becomes necessary to meet the needs of the community and M. Chura seconded the motion. Carried.

Public comments: L. Tanner asked for clarification regarding the public hearing and the process. K. Thompson responded that the public hearing is required when contemplating hiring a paid chief and/or paid staffing. It is an opportunity to ask questions and get information but it is not up for a public vote. It will be advertised in the Post Standard and on the sign.

At 7:56pm - K. Thompson stated we will be going into executive session and do not expect to conduct further business.

At 7:57pm J. Patterson made the motion to enter Executive Session to discuss the employment history of an individual which may lead to his or her continued employment and D. Rafkis seconded the motion. Carried.

Resumed the regular meeting at 9:28PM.

Meeting dates:

Next Commissioners meeting – July 18th at 7PM
(All meetings at station #1 until further notice)

J. Patterson made the motion to adjourn at 9:30PM and D. Rafkis seconded the motion. Carried.

Respectfully submitted,

Amy Speach
District Secretary