

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 March 18, 2024 by Chairperson K. Thompson.

Pledge to the Flag

Present: K. Thompson, M. Chura, M. Harrison, C. LaPrease, D. Rafkis, W. Dwyer, A. Speech, C. Curtis, B. Raymond-LaPrease, L. Malone, M. Malone, Michele Malone, M. Evans, J. Peet, J. Grabowski, T. Eckel, J. Patterson, Janelle Melchior, T. Blackwell, Pac B

C. LaPrease made the motion to approve the minutes of the February 12, 2024 meeting minutes and M. Chura seconded the motion. Carried.

Insurance review: Tony Blackwell with McNeil & Co. (ESIP) reviewed our insurance coverage. He reviewed replacement costs versus agreed value replacement. The costs for construction have increased and apparatus costs have increased. The new apparatus we have replacement cost coverage. He recommended changing the coverage on our buildings, specifically Station #1 as it will be 75 years old and the cost to rebuild would be significantly higher. He did also discuss some options to change deductibles that would give us some savings and he will send that information. He reviewed the Accident & Health, Life Insurance, and Cancer coverages as well. He reminded everyone the importance of updating beneficiary forms. He thanked us for the time on the agenda.

<u>Treasurer's Report:</u>	Checking	98,572.54
	Savings	1,860,993.07
	Payroll account	35,305.66
	Capital Imp. Reserve	211,052.26
	NY Class Capital Imp.	815,373.79
	Apparatus Reserve	120,873.49
	NY Class Fire Apparatus	1,134,971.68
	Cont. Tax. Stab. Res.	3,512.00
	NY Class Contin. & Tax	44,320.31
	Equipment Reserve	131,266.60
	NY Class Equipment	214,301.70
	Vouchers	65,869.77
	CODES Checking	637.53
	CODES Savings	27,169.09
	CODES bequests	61,607.62
	Vouchers	500.00

W. Dwyer reviewed the treasurer's report. He reviewed the referendums and there were none to be closed out at this time. He submitted to the town our insurance coverage for theft (bond) as required. W. Dwyer has submitted the Annual Financial Document (AFD) for New York State and has applied for an extension to complete the notes. M. Chura asked if the fire department financials have been reviewed and K. Thompson stated that she is working with the executive

board to set up a time. M. Harrison made the motion to approve the treasurer's report and M. Chura seconded the motion. Carried. D. Rafkis made the motion to approve the vouchers as audited and C. LaPrease seconded the motion. Carried. D. Rafkis will be the commissioner to review bank statements this month. K. Thompson will login to review NY Class.

Correspondence:

- Fire District Affairs received distributed via email.
- AFDSNY bylaws amendment to be voted on in October. K. Thompson recommended that we vote to approve, we can decide now or decide closer to the meeting in October. Discussion. A. Speach will leave copies for each board member to review before making a decision.

Chief's Report:

J. Root: K. Thompson reviewed report for J. Root

1. Communications:
 - Nothing new to report
2. Special Events:
 - Nothing new to report
3. Stations:
 - The bunkroom at station 1 is complete.
4. Miscellaneous:
 - Still awaiting the report Insurance Services Office Inc. The ISO Lead Auditor reports it is in QC sure how much longer it will be before we receive it.
 - Daily drills are ongoing. A new procedure is being implemented by the chief's office to ensure quality training is being delivered daily. Drill topics will be added to the monthly schedule in the upcoming weeks.
5. Staffing.
 - Chief's Memo to membership was sent out outlining the staffing process. The schedule is open and volunteers are strongly encouraged to sign up for shifts, or at least show up and ride with the personnel that are on duty. Any questions, reach out to any of the chiefs.
6. Apparatus.
 - The 1st rescue pumper is due to arrive shortly. Driver training will begin after that for both the new rescue pumper AND Engine 11 for station 2 members. Training opportunities will be available both days and evenings. Dates and times to be announced sometime after delivery.
 - Rescue 1 and Engine 21 will be removed from service and sold, as referenced in the August 2023 apparatus plan presented at the commissioners meeting.

M. Speach: no report

J. Melchior: no report

Committee Reports

Long Term Planning: Chair M. Chura reported that the bid was awarded to Drulyk Construction. He thanked C. LaPrease and K. Thompson for meeting to fine tune the project to get answers to award the bid. The bathroom will remain operational during the majority of the project. M. Harrison asked why the hot water heater was not addressed; it will not have enough recovery. Discussion. It was discussed and can be changed later. This is a step in the right direction to get something in place. The project has not been a secret and has been discussed for a year.

New Truck Committee: Chair D. Rafkis

- M. Chura reported that both the chief's vehicles were sold to Best Luther Fire Department. The 2014 for \$12,500 and the 2017 for \$15,500.
- C. LaPrease made the motion to put the proceeds from the sale of the chief's vehicles (2014 and 2017 Explorers) into the Apparatus Reserve Fund in NY Class and M. Chura seconded the motion. Carried.
- M. Chura reported that Colden would like to deliver the new Rescue Pumper on March 21st and provide the training the 24th and 25th. Delivering the 21st would eliminate any storage fees. The contract would need to be reviewed. Lengthy discussion. A. Speach found the contact and provided the information towards the end of the meetings, after new business. Further discussion upon review of the contract. M. Chura made the motion to take delivery and make the payment upon delivery and C. LaPrease seconded the motion. Carried.
- C. LaPrease made the following resolution to declare surplus and sell E21 and R1. Discussion. It was recommended by multiple vendors that E21 should be sold first. M. Chura seconded the motion. K. Thompson, D. Rafkis, C. LaPrease and M. Chura voted in favor. M. Harrison voted against. Carried.

NOTICE OF DISPOSAL
OF FIRE DISTRICT PROPERTY
BELGIUM COLD SPRINGS FIRE DISTRICT
TOWN OF LYSANDER

Notice to all residents of the Belgium Cold Springs Fire District that the Board of Fire Commissioners of said Fire District, pursuant to the following resolution, which is SUBJECT TO PERMISSIVE REFERENDUM, has declared surplus and intend to sell a 2006 American LaFrance Engine and a 2004 American LaFrance Heavy Rescue.

Whereas, at a regular meeting of said Board of Fire Commissioners on March 18, 2024, it was resolved to sell the said vehicle as follows:

RESOLVED, THAT THE FIRE DISTRICT DECLARE SURPLUS AND SELL THE 2006 AMERICAN LAFRANCE ENGINE AND 2004 AMERICAN LAFANCE HEAVY RESCUE, FOR A THE SUM THAT MAY EXCEED \$20,000 EACH.

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

Amy Speach
Fire District Secretary

Dated: March 18, 2024

- Discussion regarding selling R1 and any equipment. It can be sold unloaded. We can wait until the referendum is up to list it anywhere.

Lysander Public Safety: Chair C. LaPrease reported:

- The next meeting is March 19th at 7pm at BCSFD Station #1.
- The Town wide Recruit NY Open House will be on April 13th at Lysander Town Hall.
- The logger extrication drill is scheduled for May 11th.
- The town departments have been asked to submit address lists for their firefighters to move forward with conversations with the school district for the property tax credit.

Budget & Finance: Chair K. Thompson, nothing to report.

IT Committee: Chair M. Chura reported that M. Speach provided a proposal for Image trend to replace Zoll and Red Alert as well as for I Am Responding to replace Bryx. Chief Speach is recommending the switch.

- I Am Responding: J. Patterson was present and added that we looked at I Am Responding previously and the biggest concern was the mapping and that appears to have been updated. Discussion. There is no audio, call times, call numbers. A. Speach will reach out to see if these items can be resolved and if we can extend the trial until next month. Tabled.
- Image trend: Discussion. C. LaPrease made the motion to approve the switch to Image Trend and M. Chura seconded the motion. Carried.
- M. Harrison mentioned that the internet signal in the hall is weak. A. Speach will look into it.
- M. Chura made the motion to approve the renewal of the Meraki licenses and M. Harrison seconded the motion. Carried

Personnel: Chair K. Thompson reported that she and M. Chura have been working with Paychex on updating the employee handbook. Some of the following points were discussed:

- New Hire introductory period of 90 days, is that enough time, should it be extended and are evaluations completed? Discussion. Remain at 90 days.
- Conflict between at will employment and providing notice.
- Add the position of Firefighter/EMT
- We do not have a paid Deputy Chief, why is it listed. It has been approved; it is not filled at this time.
- We do not have patents or trademarks, it should be removed.
- We will review the suggestions, add FF/EMT, the at will employment and resignation language, and remove the trademark section and bring back next month.

K. Thompson reported that we have fire four additional FF/EMT and would like to propose to hire 6 more to bring us to 10 of the 15 approved. We do have further interviews to conduct but this will give us more people for availability. Discussion regarding availability, gear and lockers. We do have funds left from the permissive referendum for gear and this is all getting

reviewed. M. Chura made the motion to hire the additional 6 FF/EMTs and C. LaPrease seconded the motion. Carried.

Truck Maintenance: Chair M. Chura reported Colden come in to look at the speaker issue on T2.

Building Maintenance: Chair C. LaPrease reported that there was an incident with a truck bay door at station #1 and we had them all looked at while they were here. The heating system had some issues and motors were replaced. M. Harrison reported that he has one quote to retrofit the water fountains into water bottle fill stations. He did reach out to multiple vendors with only one response. It would be \$3925 for station #1 and \$3394 for station #2. There would be some sheet rock work. There would also need to be some electrical work done at station #1. M. Harrison will leave copies for the board to review. Discussion. M. Harrison made the motion to approve up to \$9,000 for the water bottle fill stations and C. LaPrease seconded the motion. Carried. M. Chura mentioned after the last heavy rain the buckets in the back of the district office had a couple inches of water in them, he emptied them but we will need to keep an eye on it.

Steering Committee: Chair D. Rafkis reported that the next meeting is April 27th at 9:30am at district headquarters. Please RSVP to D. Rafkis.

Fire Prevention: Chair M. Harrison reported that there is nothing scheduled at this time. He will work with the department to schedule.

Old Business:

- Policy review- SOG 02-002 Duty Crews revision was submitted. Discussion. Add to section 5.4 to provide notification of the duty crew via the chain of command. C. LaPrease made the motion to approve the revision of SOG 02-002 as provided with the suggested additions and D, Rafkis seconded the motion. Carried.
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New Business:

- K. Thompson reported that the training stipend has been approved by New York State. This is for BEFO, IFO and Fire Officer completed after August 2023. Courses cannot be repeated to submit for the stipend.
- OSHA has published an update to 1910.156, the fire brigade standard. It is currently in the 90 day comment period. Discussion. K. Thompson stated that the state associations are all looking very closely at this and are recommending that everyone ask for an extension so everyone has more time to review. K. Thompson made the motion to request a 90 day extension on behalf of the fire district and M. Chura seconded the motion. Carried. Individuals can submit comments and also ask for the extension.

Public comments:

- B. Raymond-LaPrease asked if a summary of the cumulative amount earned with NY Class could be included. It would help the fire department to know so they can see the positive nature. K. Thompson reported that the fire dept. is aware.
- M. Evans asked what the chiefs hours are as they have not seen him.

At 9:46 P.M. M. Chura made the motion to go into executive session for the resume and employment history of an individual for their continued employment with the district and M. Harrison seconded the motion. Carried.

Resumed regular session at 11:05 PM.

M. Chura read a letter addressing the Board of Fire Commissioners that effective March 31st Chief Jeff Root will be resigning to pursue another opportunity.

Meeting dates:

Commissioner's meeting – Monday, April 15th at 7pm

(All meetings at station #1 until further notice or unless specified)

M. Chura made the motion to adjourn at 11:08 PM and C. LaPrease seconded the motion. Carried.

Respectfully submitted,
Amy Speach
District Secretary