

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 May 20, 2024 by Chairperson K. Thompson.

Pledge to the Flag

Present: K. Thompson, M. Chura, M. Harrison, C. LaPrease, D. Rafkis, W. Dwyer, A. Speach, M. Speach, C. Curtis, B. Raymond-LaPrease, L. Malone, M. Malone, M. Evans, T. Eckel, A. Tearney, K. Voce, Tony Blackwell, Pac B

Tony Blackwell was present from McNeil & Co. Discussion on changing insurance deductibles and agreed value vs. replacement cost of apparatus. The following recommendations were discussed:

- Increase the property deductible from \$1,000 to \$2,500
- Increase the Portable Equipment deductible from \$250 to \$1,000
- Increase the Crime bond to \$4 million
- Increase Forgery & Alteration to \$100,000
- Increase Computer & Funds Transfer to \$250,000

Apparatus:

- Leave guaranteed replacement cost coverage on both the 2021 Sutphen Aerial and 2024 Spartan Pumper
- Move all 3 trailers from Scheduled Other Property to the Vehicle Schedule
- Adjust the agreed values on apparatus as recommended.

M. Chura made the motion to make all of the above changes as discussed and M. Harrison seconded the motion. Carried.

M. Harrison made the motion to approve the minutes of the April 15, 2024 meeting minutes and C. LaPrease seconded the motion. Carried.

<u>Treasurer's Report:</u>	Checking	167,086.14
	Savings	1,470,665.94
	Payroll account	147,135.04
	Capital Imp. Reserve	212,290.33
	NY Class Capital Imp.	822,506.35
	Apparatus Reserve	73,498.32
	NY Class Fire Apparatus	635,884.95
	Cont. Tax. Stab. Res.	3,542.44
	NY Class Contin. & Tax	41,155.43
	Equipment Reserve	131,085.81
	NY Class Equipment	216,176.29
	Vouchers	94,457.82
	CODES Checking	2,137.53

CODES Savings	25,433.37
CODES bequests	61,607.62
Vouchers	4,200.00

W. Dwyer reviewed the treasurer's report. Reviewed the CODES report. Reviewed the district report.

- The annual audit report was received, and the auditor will schedule a virtual meeting to review it.
- The service awards are progressing, all mailings have been sent out and are due back June 12th. If everyone eligible takes their money the payout will be up to \$38,145 and we owe \$43,200 for everyone that made their points in 2023.
- K. Thompson began the discussion regarding putting some funds from the general fund into NY Class. C. LaPrease made the motion to move up to \$600,000 from the general fund into NY Class and M. Harrison seconded the motion. Carried.
- M. Chura made the motion to approve the treasurer's report and C. LaPrease seconded the motion. Carried.
- M. Harrison made the motion to approve the vouchers as audited and M. Chura seconded the motion. Carried.
- C. LaPrease will be the commissioner to review bank statements this month.

Correspondence:

- M. Harrison has completed the mandatory commissioner training.
- Fire District Affairs was received and distributed.
- Letter from the Fire Department Executive Board requesting approval of recent bylaws amendments.

M. Harrison made the motion to approve the fire department bylaws amendment and D. Rafkis seconded the motion. Carried

Chief's Report:

M. Speach reported for T. Gleeson

Communication:

Have met with the Moyers Corners Command on a couple of occasions to ensure each department is supporting the other as best as possible. Similar discussions with Chief McIntyre of Northwest Fire District. This has resulted in a resource being developed and sent to the Chiefs, Line Officers and Career staff providing direction for response decisions both within the district and to Moyers Corners and Northwest. More to come.

Projects:

- Turnout Gear selection & purchase progress. Meeting with vendors and will send recommendations.

- Working group creating recommended revisions to policy 03-029 Dangerous and or Armed Person - Active Shooter Threat and policy 03-006 High Risk Ems Calls. Charlie and Mark will be working on those and after we get feedback from them and law enforcement partners there will be some changes, goal to keep members safe as possible.
- Working group for EMS equipment/bag standardization and development of EMS mentorship program. Luke, Lynn and a few others will be working on that.
- Working group creating an Official tee shirt input on designs, a way to unify.

M. Speech:

- Image trend - The URL has been created and we will be setting up a meeting to start implementation. This will be a lengthy process and we will have a group put together to set this up the way we want and what will work best.
- We had some radios repurposed from R1 and those radios can be used by duty crews/paid staff instead of pulling off apparatus.
- Chief Gleeson sent an email about IaR contract, the Chiefs are recommending the 3-year contract for IaR. Discussion. M. Harrison made the motion to pay the one-time fee of \$2146 for the 3 years and C. LaPrease seconded the motion. Carried.
- M. Chura – asked that when meeting with the vendors for gear also request the pricing for Sourcewell.

J. Melchior: no report

Committee Reports

Long Term Planning: Chair M. Chura nothing to report. Discussion regarding the sale of E21 and R1. D. Rafkis will head that up under New Truck Committee.

New Truck Committee: Chair D. Rafkis reported she will work on the sale of E21 and R1.

Lysander Public Safety: Chair C. LaPrease reported the Next Meeting Tuesday, May 21st at 7pm at Plainville FD. The logger extrication drill was held on May 18th and went very well. It was attended by 17 people. M. Harrison reported that Fire Prevention for the elementary schools have been scheduled for May 21st at Elden May 29th at McNamara.

Budget & Finance: Chair K. Thompson provided the budget timeline for the 2025 Budget and reported that it will be sent out to the Chiefs and Executive Board.

IT Committee: Chair M. Chura reported that A. Speech has a proposal for an update to the phone system. A. Speech reported on the proposal for the upgrades. Discussion. C. LaPrease made the motion to spend up to \$2000 for equipment and to proceed with the proposal from Ring Central for the VoIP phone system and M. Chura seconded the motion. Carried. M. Chura reported that we will be meeting to discuss computer replacement.

Personnel: Chair K. Thompson reported that the updates to the handbook are completed with changes on pages 5,11 and 17. K. Thompson made the motion to approve the employee handbook as revised and M. Chura seconded the motion. Carried.

Truck Maintenance: Chair M. Chura reported that they are finalizing the placement of tools on E11. There is also a decal on C3 that is peeling.

Building Maintenance: Chair C. LaPrease reported that the bathroom renovation project is moving along. The shower install did have a minor setback as the door frame will need to be taken off to get the shower in place. This change order is within the budget allowed and still under the other bids. C. LaPrease made the motion to approve the change order and D. Rafkis seconded the motion. Carried.

Steering Committee: Chair D. Rafkis reported that meetings are on hold for the summer and will resume in October.

Fire Prevention: Chair M. Harrison reported that the dates were reported under the Lysander Public Safety report.

Old Business:

- Policy review- nothing at this time.
- C. LaPrease reported that he met with the Chief and the president for the Membership Status Review, policy 00-042 and reviewed activity for the last 3 years. An email was sent to all members that it will be reviewed again in October. Lengthy discussion. The goal here is not to get rid of people, it is to retain them but to also make sure they are getting the appropriate training.
- K. Thompson reported that the attorney has drafted a waiver for use of gym equipment and other activities. Discussion. It is unfortunate that we need to consider this type of form. The proposed changes to OSHA 1910.156 may change some of these coverages but we have to work within the current WC/VFBL laws. Tabled until next month.

New Business:

- C. LaPrease reported that he had sent the rest of the board information on member benefits and the NYS training stipend. The authority having jurisdiction can also make money available. Discussion. More information and discussion is needed. Tabled.
- M. Chura acknowledged B. Green, J. Peet, A. Tearney and C. Riggs for the awards they received with SFD and congratulated them all.

Public comments:

- M. Evans questioned who was at fault for the shower not being able to fit through the door and that they should be responsible. C. LaPrease said he would contact the architect but even with this error we are still within the budgeted amount.

Meeting dates:

Commissioner's meeting – Monday, June 17 at 7pm
(All meetings at station #1 until further notice or unless specified)

M. Chura made the motion to adjourn at 8:27 PM and C. LaPrease seconded the motion. Carried.

Respectfully submitted,
Amy Speach
District Secretary