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Monroe Joint Fire District Meeting of January 28, 2021

A Meeting of the Board of Fire Commissioners of the Monroe Joint Fire District of the Town of Monroe, Town of Woodbury, Village of Harriman, Village of Monroe, County of Orange, in the State of New York was held at the Monroe Joint Fire District Office, 406 N. Main St. Monroe, New York on the 28th day of January, 2021.

Present: Thomas Sullivan	Commissioner
Jason Kalter	Commissioner
John Centofanti	Commissioner
Pat Patterson	Commissioner
Thomas Lowe	Commissioner
Richard Goldstein	Treasurer
Mary Ellen F. Beams	Secretary

Commissioner Sullivan called the meeting to order with the Pledge of Allegiance at 7:00 p.m.

Resolution to Pay Bills

On a motion by Commissioner Centofanti seconded by Commissioner Kalter, the following was Adopted Ayes 5 Commissioners, Centofanti, Kalter, Sullivan, Patterson, Lowe

Nays 0

Approval to pay the bills presented to the Commissioners.

Approval of Minutes

On a motion by Commissioner Centofanti, seconded by Commissioner Kalter the following was Adopted Ayes 4 Commissioners, Centofanti, Kalter, Sullivan, Lowe

Nays 0

Abstain 1 Patterson

Approval of the minutes of the December 17, 2020 of the Monroe Joint Fire District meeting.

Approval of Minutes

On a motion by Commissioner Patterson, seconded by Commissioner Centofanti the following was

Adopted Ayes 5 Commissioners, Patterson, Centofanti, Sullivan, Kalter, Lowe

Nays 0

Approval of the minutes of the January 7, 2021 of the Monroe Joint Fire District Re-Org meeting.

Treasurers Report

Treasurer Goldstein reported he will have the 2020 budgetary transfers ready for the next meeting. He received a check in the amount of \$64,661.75 from the Woodbury Tax Collector and the 2021 rent check for St#2 from HECO in the amount of \$2,400.00.

Treasurer Goldstein reported that he received a bill from the Captains Table saying no charge for the food for the storm stand-by in December. The Commissioners asked the secretary to write a thank you letter to the Captains Table from the Monroe Joint Fire District and Monroe Fire Dept.

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Treasurer Goldstein reported that he received a letter from Interstate Waste with an increase of 17% (\$86.60 to \$101.00) for the garbage service for St#2. The Commissioners discussed the increase and Commissioner Patterson will reach out to County Waste for a price for service.

Treasurers Report

On a motion by Commissioner Lowe, seconded by Commissioner Centofanti the following was

Adopted Ayes 5 Commissioners, Lowe, Centofanti, Sullivan, Kalter, Patterson

Nays 0

Approval to accept the Treasurers Report.

Chief's Report

Chief reported the following:

As of now we have had 21 calls.

The Dept. sent one rig to Warwick for a funeral.

Bailout training will be done in house this year.

Tom Lowe and Mike Gormley have been taking care of the COVID vaccine sign up list.

New Member Application

On a motion by Commissioner Lowe, seconded by Commission Patterson, the following was

Adopted Ayes 5 Commissioners, Lowe, Patterson, Sullivan, Kalter, Centofanti

Nays 0

Approval of Kyle Colby-Pirrazzi as an active interior firefighter member of Station No.2.

Chief's Report

On a motion by Commissioner Patterson, seconded by Commissioner Lowe the following was

Adopted Ayes 5 Commissioners, Patterson, Lowe, Sullivan, Kalter, Centofanti

Nays 0

Approval to accept the Chief's Report.

Attorney's Report

Attorney Badura informed the Commissioners he looked over the IMA with the Town of Monroe for grant writing services and sees no issues with it.

Intermunicipal Agreement with the Town of Monroe Grant Writing Services

On a motion by Commissioner Kalter, seconded by Commissioner Centofanti the following was

Adopted Ayes 5 Commissioners, Kalter, Centofanti, Sullivan, Patterson, Lowe

Nays 0

Approval for Chairman Sullivan to sign the Intermunicipal agreement with the Town of Monroe for grant writing services with Millennium Strategies LLC. The Fire District agrees to reimburse the Town of Monroe \$1,500.00 per year for services.

Attorney Badura reported that the 2021 lease agreements went out at the beginning of January to Mombasha and Lakeside Fire Companies.

Attorney Badura informed the Commissioners that the agreement with the Village of Woodbury for coverage of section of the Thruway is due to renew. A public hearing will need to be held before renewing the agreement.

Set Public Hearing for Proposed Fire Protection Contract with Village of Woodbury Fire Dept. for Fire protection for a Portion of NY State Thruway

On a motion by Commissioner Sullivan seconded by Commissioner Lowe the following was Adopted Ayes 5 Commissioners, Sullivan, Lowe, Kalter, Centofanti, Patterson
Nays 0

Approval to set a public hearing on February 25, 2021 at 7:30 pm at the Monroe Joint Fire District office 406 N Main St Monroe, NY 10950. The topic of the public hearing will be the proposed fire protection contract to be entered into by the Monroe Joint Fire District and the Village of Woodbury for services provided for coverage of a portion of the NY State Thruway.

Records Retention and Disposition Schedule LGS-1

On a motion by Commissioner Sullivan seconded by Commissioner Centofanti the following was Adopted Ayes 5 Commissioners, Sullivan, Centofanti, Kalter, Patterson, Lowe
Nays 0

The following will be the records retention policy of the Monroe Joint Fire District.

RESOLVED, by the Board of Fire Commissioners of the Monroe Joint Fire District that the Records Retention and Disposition Schedule LGS-1, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers and employees in legally disposing of valueless records listed therein.

IT IS FURTHER RESOLVED, that in accordance with Article 57-A of the Arts and Cultural Affairs Law:

- (a) Only those records will be disposed of that are described in the Records Retention and Disposition Schedule LGS-1 after they have met the minimum retention periods described therein;
- (b) (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond the established legal minimum periods. All the district personnel will comply with this policy in determining when to retain or discard a record and the District Secretary as records officer shall be responsible to carry out this policy.

The resolution was thereupon declared duly adopted.

Attorney Badura discussed the EVI Contract for the Heavy Rescue apparatus that the district is considering purchasing.

Authorize Heavy Rescue Purchase from Emergency Vehicles Inc

On a motion by Commissioner Sullivan seconded by Commissioner Kalter the following was Adopted Ayes 5 Commissioners, Sullivan, Kalter, Centofanti, Patterson, Lowe
Nays 0

Approval to authorize the purchase of a heavy rescue apparatus from Emergency Vehicle Inc. The purchase will go through the HGAC bid award process with the prepayment of the chassis in the amount of \$347,630.00 with a total purchase price of \$821,780.00. This purchase is subject to the District's attorney's approval of receipt of a satisfactory and reasonable performance bond.

Attorney Badura informed the Commissioners that the Department election inquiry was looked into with the assistance of the President. The procedure use to reschedule the election was the same that was used previously to reschedule other Department events and activities. Those three members who were found not qualified to vote. Those three votes would not have changed the vote outcome. The Commissioners agreed that Attorney Badura would provide a written response to the inquiry.

Attorney Badura informed the Commissioners there is no new update on the Myer contract litigation.

Attorney's Report

On a motion by Commissioner Patterson, seconded by Commissioner Centofanti the following was Adopted Ayes 5 Commissioners, Patterson, Centofanti, Sullivan, Kalter, Lowe
Nays 0

Approval to accept the Attorney's Report.

Building Maintenance Report

Commissioner Kalter reported that cabinet from Granger for the spare boiler parts came in and has been installed outside the elevator in the attic.

A cellular dialer which will eliminate two phone lines has been installed. One external antenna is owed to us. We have not been billed as of now. The two phone lines have not been shut off as of now.

Commissioner Kalter received an email from St#2 requesting a dry erase board for outside the radio room.

Dry Erase Board Station #2

On a motion by Commissioner Kalter, seconded by Commissioner Patterson the following was Adopted Ayes 5 Commissioners, Kalter, Patterson, Sullivan, Centofanti,
Nays 0

Approval to purchase a dry erase board not to exceed \$35.0 to be placed on the wall outside the radio room.

Commissioner Kalter discussed the Trane contract which is up for renewal. The rate went up this contract and belt maintenance was added to it. One-year contract with belt maintenance is \$13,470.00 (quarterly \$3,367.00) if paid up front there is a 3% discount. Commissioner Kalter is

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recommending paying quarterly. Attorney Badura will review the contract and discuss the contract at the next meeting.

Building Maintenance Report Approval

On a motion by Commissioner Lowe, seconded by Commissioner Patterson the following was

Adopted Ayes 5 Commissioners, Lowe, Patterson, Sullivan, Kalter, Centofanti

Nays 0

Approval to accept the Building Maintenance Report.

Commissioner Kalter informed the Commissioners, Treasurer and Secretary that New Windsor IT will switch over the Districts emails tonight. He gave everyone instructions on how to set up their emails.

New Computers

Secretary Beams reported that she has set up an appointment with New Windsor IT to install the new desk top computers in the District office. After those installs appointments will be setup for each Station to have their computers installed. Secretary Beams recommended to the Commissioners that a list of everyone's passwords should be locked up in the District office.

LOSAP

Secretary Beams reported that until the new desktop computers are installed she is at a standstill for the year end reporting. Right now, she has no access to Alpine software, the computer it is installed on no longer works due to Windows 7 no longer being supported.

Treasurer Goldstein spoke about doing away with the following phone lines Chief's line at St#1 and the fax line for the County. This matter will be placed on next month's agenda.

Secretary Beams thanked the Commissioners for their donation to Orange County Hospice in her father's name James Frost.

Public Comment:

No public comment at this time.

Adjournment

On a motion by Commissioner Patterson, seconded by Commissioner Centofanti the following was

Adopted Ayes 3 Commissioners, Patterson, Centofanti, Sullivan, Kalter, Lowe

Nays 0

Motion to Adjourn the Monroe Joint Fire District Meeting of January 28, 2021.

Mary Ellen F. Beams

Secretary