

Monroe Joint Fire District Meeting of March 25, 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 25th day of March, 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  
          William Badura         Attorney

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

Approval to pay the bills presented to the Commissioners.

**Approval of Minutes**

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

Adopted        Ayes 5 Commissioners, Patterson, Centofanti, Kalter, Sullivan, Lowe  
                          Nays 0

Approval of the minutes of the February 25, 2021 of the Monroe Joint Fire District meeting.

**Treasurers Report**

**Peak Power Agreement for Generator at St #2**

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

Adopted        Ayes 5 Commissioners, Kalter, Lowe, Sullivan, Centofanti, Patterson  
                          Nays 0

Approval for Chairman Sullivan to sign the agreement with Peak Power from May 1, 2021 – April 30, 2022 for annual service for the generator at St#2 in the amount of \$447.50 which is down from last year’s price of \$447.50.

**Payment to Pershing Advisor for LOSAP Program**

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 pay Pershing Advisor \$105,438.00 to fund the LOSAP program.

Treasurer Goldstein spoke to the Commissioner about the LOSAP account for disbursements. The last two amounts have been an even amount which drew his attention the fact that they are withdrawing more than needed. He discussed this with Leah from Penflex and she explained that after the April 1<sup>st</sup> payments there will be approximately \$4,000 held at Penchecks. I think the idea was that if there are large increases in payment amounts at the same time, like is the case with the post-entitlement adjustments, there will not be a delay in payments being made due to insufficient funds. Last year there were a couple of delays in payments made to participants because of the process involved in making changes to the payment amount going from the investment account to the paying agent. For the time being, holding a small excess at Penchecks eliminates delays in payment due to insufficient funds in the paying account. Treasurer Goldstein will speak with Penflex and come back to the meeting next month to discuss this issue further.

The Commissioners discussed amending the procurement policy to add a purchase orders to the policy

**Amendment to the Procurement Policy to add Purchase Orders**

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

Approval to amend the Procurement Policy to add any purchase over \$1,000.00 requires a purchase order number.

**Remote PC**

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 for the Treasurer to have Remote PC installed on his computer.

The Commissioners discussed the cost of the tools needed for the rescue apparatus which is in the amount of \$114,757.00.

**Permissive Referendum for the Purchase of Rescue Apparatus Equipment**

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 for that the Treasurer of the Fire District be authorized to withdraw the sum of up to ONE HUNDRED TWENTY-FIVE THOUSAND and 00/100 (\$125,000.00) DOLLARS from the Capital Equipment Reserve Fund heretofore established for the purchase of rescue apparatus equipment. the adoption of this resolution is subject to permissive referendum and shall take effect thirty (30) days after its adoption.

Treasurer Goldstein discussed the balance in the fund balance account. He recommended of the \$724,955.00 to leave \$357,797.00 which is 17% of the operating budget. That leaves

\$367,158.91 which he recommends transferring \$200,000.00 to the Capital Equipment Fund and \$167,158.91 to the Capital Project Fund. After a discussion the following motion was made.

**Budget Transfer**

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

Adopted Ayes 5 Commissioners, Sullivan, Centofanti, Kalter, Patterson, Lowe  
Nays 0

Approval for that the Treasurer of the Fire District to move from fund balance \$100,000.00 to Capital Project fund and \$267,158.91 to the Capital Equipment Reserve.

**Treasurers Report**

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

Adopted Ayes 5 Commissioners, Centofanti, Lowe, Sullivan, Kalter, Patterson  
Nays 0

Approval to accept the Treasurers Report.

**Chief's Report**

Chief reported that he has had a request from Tallman for standby for the funeral for the firefighter who lost his life in a fire. He will also be sending some members to the funeral.

**Jared Lloyd Funeral**

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

Adopted Ayes 5 Commissioners, Kalter, Patterson, Sullivan, Centofanti, Lowe  
Nays 0

Approval for the Chief to send what he feels is appropriate to the Jared Lloyd funeral and standby request from Tallman.

**County Ladies Auxiliary Meeting**

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 for the Auxiliary members from Harriman to use the meeting room at Station No.2. to host the County Auxiliary meeting in October.

Chief Lenahan reported to the Commissioners that due to the Village police's change of radio frequency they can no longer communicate with the Chief so he gave them a portable radio so they can communicate as needed.

Chief Lenahan informed the Commissioners that we need to get quotes for a new chief's car soon. As it is now we are looking at October, November for delivery.

**Permissive Referendum New Chief's Car**

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

Approval that the Treasurer of the Fire District be authorized to withdraw the sum of up to SEVENTY-FIVE THOUSAND and 00/100 (\$75,000.00) DOLLARS from the Capital Equipment Reserve Fund heretofore established for the purchase of a new chief's vehicle and equipment appurtenant thereto. The adoption of this resolution is subject to permissive referendum and shall take effect thirty (30) days after its adoption

**Chief's Report**

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

Approval to accept the Chief's Report.

**Attorneys Report**

**Authorize Chairman to Sign the Amended Agreement with the Village of Woodbury**

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

Approval to authorize Chairman Sullivan to sign the amended fire protection contract to be entered into by the Monroe Joint Fire District with the Village of Woodbury for fire protection to be provided by the Village of Woodbury Fire Department to a portion of the New York State Thruway (I-87) between mile post 44.38 and milepost 44.76.

Attorney Badura asked for the Health Emergency Plan to be tabled until next months meeting. Tom Lowe asked for it to be amended it to add operator detail to it.

Attorney Badura reported the following;

Trane contract is all done and signed.

EVI got the original contract and performance bond.

Harriman 17M Realty LLC situation Commissioner Kalter met with the new Village of Harriman building inspector and had a discussion and the Inspector is looking into the situation.

Nothing new on Meyer.

Attorney Badura discussed a Planning Board project that was sent to the Monroe Joint Fire District for comments. At this time the Board does not have sufficient information to make a comment on the proposed project.

**Attorney's Report**

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

Adopted Ayes 5 Commissioners, Centofanti, Patterson, Sullivan, Kalter, Lowe  
Nays 0

Approval to accept the Attorney's Report.

**Building Maintenance Report**

Commissioner Kalter reported that on March 11<sup>th</sup> Goosetown was at St#2 for the surveillance camera, there was no charge. We need to start to look into getting someone to go up on the roof at St2 to see if there are any repairs needed.

**Building Maintenance Report Approval**

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 Building Maintenance Report.

**New Computers**

Secretary Beams reported that the computers in all stations are installed and we are waiting on the laptops for the chief's cars.

**Truck Committee**

Mike Terracino went over a change order request #RM3105 the committee is submitted this evening.

**Change Order #RM3105 Rescue**

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

Adopted      Ayes 5 Commissioners, Sullivan, Patterson, Kalter, Centofanti, Lowe  
                  Nays 0

Approval for Chairman Sullivan to sign change order #RM3105 in the amount of \$5,468.00 minus the cost of items #39 & #40 totaling \$1,706.00 which now brings the change order down to \$3,762.00.

Pete Barbra reported that the committee is changing gears. Looking into a company that will do special orders smaller than a conventional pumper.

**Surplus District Computers and Monitors**

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

Adopted      Ayes 5 Commissioners, Sullivan, Lowe, Kalter, Centofanti, Patterson  
                  Nays 0

Approval to surplus nine districted owned computers and monitors. They will be disposed at the Town of Monroe's Electronic recycling event on April 24, 2021.

**Install Fire Wall on District Computer at St#3**

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

Adopted      Ayes 5 Commissioners, Sullivan, Patterson, Kalter, Centofanti, Lowe  
                  Nays 0

Approval for New Windsor IT to install a fire wall on the district computer at St#3.

**Surplus Air Bottles**

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

Nays 0

Approval to surplus 5 air bottles as per Chief Lenahan request.

Commissioner Centofanti reported that on drill night there was a situation with vehicles cutting across the parking lot at St#1A, one of them drove over hose and damaged it.

Public Comment:

Jim Ebner on George Linderman's behalf wanted to thank everyone who attended his wife's funeral.

Jim also read a letter from George's fire company thanking the Monroe Joint Fire District for the radios that were surplused and donated to their fire company.

**Adjournment**

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

Nays 0

Motion to adjourn the Monroe Joint Fire District meeting of March 25, 2021.

Mary Ellen F. Beams  
Secretary