

**EAST CLINTON FIRE DISTRICT**

November 15, 2023

**COMMISSIONERS MEETING – DRAFT**

Regular Meeting 7:00

**COMMISSIONERS IN ATTENDANCE:**

Stephen Forschler, Chairman  
Michael DiGiacomio  
Kevin Fierro  
Howard Shapiro  
Russell Tompkins

**COMMISSIONERS ABSENT:****ALSO IN ATTENDANCE:**

Robert Simon, Treasurer

Chairman Forschler called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

**CORRESPONDENCE:**

- RBC Account Statement October 1 through October 31, 2023 – Commissioners copied.
- Thank you to the Rescue Squad from Michael, Marion and Doreen Morris with a donation for work done by rescue squad – to Mr. Simon.
- From M&T Bank dated 11/1/2023 – Month End Collateral Statement for October - Mr. Simon was copied.
- Division of Criminal Justice Services dated November 1, 2023 Re: 2023 Annual Validation of Police Officer and Peace Officer Registry Data – To Mr. Ruffell, Sr.
- ShelterPoint dated October 12, 2023 re: Group Term Life Ins. Policy GLNY50103
- RBC Portfolio review – to Commissioner Shapiro.
- Bank of Greene County dated October 12, 2023.
- Paychex Posters – To Mr. Simon to post.
- Sheriff's officer - Police services change in rates – At this time, officers do not attend the board meetings.

**MINUTES:**

A motion was made by Commissioner Tompkins and seconded by Commissioner Fierro to approve the regular meeting minutes of October 11, 2023 as presented.

Commissioner Shapiro	Aye	Commissioner DiGiacomio	Aye
Commissioner Tompkins	Aye	Chairman Forschler	Aye
Commissioner Fierro	Aye		

Motion carried 5-0.

A motion was made by Commissioner Shapiro and seconded by Commissioner Fierro to approve the minutes from the budget public hearing held on October 17, 2023 as presented.

Commissioner DiGiacomio	Aye	Commissioner Fierro	Aye
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Commissioner Tompkins	Aye	Chairman Forschler	Aye
Commissioner Shapiro	Aye		

Motion carried 5-0.

**FINANCIALS:**

A motion was made by Commissioner DiGiacomio and seconded by Commissioner Fierro to pay the bills per the abstract dated October 31, 2023 with the exception of #3866 as there is an existing credit. Mr. Simon will contact the company to confirm this is the amount owed.

Commissioner Fierro	Aye	Commissioner DiGiacomio	Aye
Commissioner Shapiro	Aye	Chairman Forschler	Aye

Motion carried 5-0.

A motion was made by Chairman Forschler and seconded by Commissioner Tompkins to accept the bank statement for the period ending on October 31, 2023 and in agreement with that noted on the balance sheet as put forward by Mr. Simon and Mr. Passikoff.

Commissioner DiGiacomio	Aye	Commissioner Fierro	Aye
Commissioner Shapiro	Aye	Chairman Forschler	Aye

Motion carried 5-0.

**CD's** – Mr. Simon said the bank is still taking a long time with the collateralization agreements. After the discussion at the last meeting to do four CD's with four different banks rather than finding a bank to collateralize one million dollars, Mr. Passikoff found one bank which could collateralize one million dollars and then the bank switched ownership to a bank with stricter requirements. Mr. Simon suggested moving the money back into the appropriate accounts for the time being and the board agreed that was the right move.

**Bond Counsel** – Chairman Forschler read the note submitted by Mr. MacLeod stating he could not be here for tonight's meeting. In December, Chairman Forschler will bring a spreadsheet and the commissioners can see the impact of a new firehouse on the budget. Mr. Passikoff should be here for this discussion.

**Car 1** Don Estes      Monthly Calls:    5      Year to Date: 91

- There were two calls of interest this month – a structure fire in Stanford and a car fire on the Taconic State Parkway.
- The drill last night was a chimney fire review and ladder operations.
- The Forestry grant has been submitted for another floating pump for the new 63. It's a bit larger than the one on 61. The grant pays up to \$1,500 matching for a \$3,000 item. The pump is \$2,990.
- The bumper and headlight are ordered for the new 63. There is no cost estimate as yet. Chief Estes will follow up.

- Update on the new 63 – The person putting the emergency lights on had shoulder surgery so it should be going out this week. The radio is in.
- When the new 63 goes into service, the hazmat trailer can be put out to bid.
- Stanford is hosting a trench rescue awareness class in December or January. All members have been encouraged to attend.
- We will do make up modules and two daytime drills in December. Mr. Ruffell Sr. wants to do a fire police training session as well.
- Chairman Forschler told the members at the Monday night meeting that there should be no surprises at the end of this year since the Losap sheets, drills and modules are refreshed and posted each month.
- At the Stanford structure fire, the inch and ¾ line on 12 was utilized and the drain for it took most of the pressure off the knob. This has been rectified and repaired in house. The drain controls are electronic.
- There is a send off for the girls Millbrook volleyball team as they are going to the states on Friday. East Clinton was asked to bring an engine to the parade. It will stay in service.

A motion was made by Chairman Forschler and seconded by Commissioner Tompkins to authorize the East Clinton Fire District bring an engine to the Millbrook parade on Friday, November 17<sup>th</sup>, which will stay in service.

Commissioner Tompkins	Aye	Commissioner Shapiro	Aye
Commissioner DiGiacomio	Aye	Chairman Forschler	Aye
Commissioner Fierro	Aye		

Motion carried 5-0.

**Refreshments** – After looking through the policy, Chairman Forschler said the maximum for refreshments after a drill is \$10 per member.

**Car 2** – Jim Bathrick – Not present.

**Car 3** – Chris Gammone – Not present.

**EMS** - Mr. Simon for Susan deHaan      Monthly Calls: 12      Year To Date: 103

- Sean Carroll went to the DCC MS conference and brought back some CD's.
- We are taking 38-7 to Ruge's to get the muffler fixed. It's the wide pipe.

A motion was made by Chairman Forschler and seconded by Commissioner DiGiacomio to authorize \$2,000 for the exhaust repair on the 38-7 Explorer.

Commissioner Shapiro	Aye	Commissioner Fierro	Aye
Commissioner Tompkins	Aye	Chairman Forschler	Aye
Commissioner DiGiacomio	Aye		

Motion carried 5-0.

**Physicals** – There are two members that still need a physical – S. Murphy and J. Leroy. Chief Estes will follow up.

**Hurst power unit** – is surplus and will be put out for bid.

**Cancer forms** – The yearly roster of interior firefighters and claims report is due on December 1<sup>st</sup>. A motion was made by Chairman Forschler and seconded by Commissioner Fierro that Chairman Forschler be authorized to sign the forms on behalf of the district so we can file by December 1, 2023.

Commissioner DiGiacomio	Aye	Commissioner Fierro	Aye
Commissioner Shapiro	Aye	Chairman Forschler	Aye
Commissioner Tompkins	Aye		

Motion carried 5-0.

**Fire Police** - Jim Ruffell Sr. – Present

- An application for a new member, Todd Martin, was handed to the secretary. Before the application can be sent out for a background check, a letter must be received from West Clinton.

**Company/Membership** – Maryann Thompsett, President – Not present.

**MCSD Request** - The Millbrook Central School District has requested to use this facility to host a community forum. However, this building is not handicapped accessible. The garages cannot be used in the winter as we can't move the trucks outside. Commissioner Shapiro will respond to Cheryl Sprague of MCSD that due to no handicapped accessibility, it would not be appropriate to hold a community forum in this building, adding that the ECFD doesn't even hold their elections in this building. The elections are at the Valley Community Church. Commissioner Shapiro can suggest that she contact the church to see if they can use their facility to host the forum.

**Election Inspector Change** - A motion was made by Chairman Forschler and seconded by Commissioner Tompkins to give Karen Buechele the authority to appoint either Laura D'Attore or Jesse D'Attore to serve as electoral inspector at the district elections in place of Colleen McGarry.

Commissioner Fierro	Aye	Commissioner Shapiro	Aye
Commissioner DiGiacomio	Aye	Chairman Forschler	Aye
Commissioner Tompkins	Aye		

Motion carried 5-0.

**Election** – The election is Tuesday, December 12<sup>th</sup> at the Valley Community Church from 4:00 p.m. to 9:00 p.m. Thomas Bonanno submitted his completed and notarized nominating form to the secretary. He is the only candidate for commissioner.

**Penflex** – The board is in receipt of the Service Fee Agreement for 11/1/2023 through 10/31/2024. The base fee is \$4,450, the per participant fee is \$22, and the payment certification and trustee directive letters are \$100 per letter. Fees for the optional preparation of financial statement disclosures are \$595 for the NYS LOSAP Audit Package and \$1,100 for the GASB 73 Package. For Program Year 2022, the board did not have Penflex prepare the LOSAP Audit Package but did have them prepare the GASB 73 Package.

A motion was made by Chairman Forschler and seconded by Commissioner Fierro to authorize Chairman Forschler to sign the standard service fee schedule for the LOSAP plan with an estimated annual cost of \$5,700 plus \$1,100 for the GASB 73 Package.

Commissioner Shapiro	Aye	Commissioner Fierro	Aye
Commissioner DiGiacomio	Aye	Chairman Forschler	Aye
Commissioner Tompkins	Aye		

Motion carried 5-0.

**Bids** – Chairman Forschler opened and read all the bids. The highest bid was from Thomas Armstrong in the amount of \$12,500. Chairman Forschler will contact Mr. Armstrong and let him know he won the bid.

**Old business:**

- Commissioner Fierro would like to send a thank you letter to Veith Electric for all the work they did for community day. The board was in agreement. Commissioner Fierro will write up the letter and send it to the secretary to put on district letterhead.
- Chief Estes will cut the wire on the telephone pole. Mr. Simon verified there is no phone service from that wire.
- Heather Fitzsimmons donated her car to the fire district. The signed title was handed to the secretary who will prepare a receipt on district letterhead for Chairman Forschler to sign. The keys need to be located.
- Joan Tompkins wants to donate her car. The board was in agreement. Chief Estes will call Matt's Auto Body to pick it up.

**Public Comment:**

A motion was made by Commissioner DiGiacomio and seconded by Commissioner Fierro to adjourn the meeting at 7:49 p.m.

Commissioner Fierro	Aye	Commissioner Shapiro	Aye
Commissioner DiGiacomio	Aye	Chairman Forschler	Aye
Commissioner Tompkins	Aye		

Motion carried 5-0.

The Annual Election will be held on Tuesday, December 12, 2023 from 4:00 p.m. to 9:00 p.m. at the Valley Community Church.

The next regular meeting of the Board of Commissioners will be held on Wednesday, December 13, 2023 at 7:00 p.m. at the firehouse.

Respectfully submitted,

Karen Buechele, Secretary  
East Clinton Fire District

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