

**CLERMONT FIRE COMMISSIONERS**  
**February 17,2021**

The Clermont Fire Commissioners held their regular meeting on Monday, February 17, 2021, at 7:10 P.M. at the Town Hall.

Those in attendance were Chairwoman Susan Rifenburg, Commissioner Laurence Saulpaugh, Commissioner Ronald Miller, and Commissioner Joseph Scott. Others present were Chief Collin Brown, Treasurer Brian Fitzgerald, Commissioner Scott's daughter Sarah, Les Coon and Secretary Jennifer Flandreau.

**January meeting canceled due to Covid.**

**MINUTES:** The Minutes of the December meeting minutes were reviewed. A motion was made by Commissioner Miller to accept the Minutes with corrections of spelling errors on page 3. Seconded by Commissioner Saulpaugh. All in favor. So carried

**TREASURER'S REPORT:**

A motion was made to accept the Treasurer's Report by Commissioner Miller, seconded by Commissioner Scott. All in favor. So carried

**CORRESPONDENCE:**

- N.Y. Class [ liquid assets security systems investment offer]
- RBC Wealth Management statement \$421,914.42
- RBC Wealth Management year end statement 2020

Beginning balance \$418,291.61

Total deposits           \$28,881.00

Total withdrawals       \$57,041.38

Ending balance           \$427,431.03

- Ishares - is going paperless

**OPEN DISCUSSION:**

**BUILDING AND GROUNDS:**

Chairwomen Rifenburg discussed the cleaning arrangements of the firehouse with Chief Brown. The firemen are willing to clean the firehouse free of charge; in hopes the budget for the cleaning expense will be moved into the training budget. Commissioner Saulpaugh and Commissioner Miller asked for an amendment to be approved next month; giving time for the Treasurer to get the budget numbers.

**FIRE EQUIPMENT:**

Chief Brown purchased the new tool box and tools discussed in the December meeting. They were purchased at Lowes under an account for the fire department. The tool box will remain locked and only Officers have the keys to open it. Chief Brown requested another \$299 to purchase an impact driver for the firehouse. This money will come out of the equipment budget.

A motion was made by Commissioner Scott and Seconded by Commissioner Miller to purchase the impact driver.

**LOSAP:**

No discussion

**LAWS AND POLICIES:** All Commissioners

No discussion

**LEGAL:** All Commissioners

No discussion

**OLD BUSINESS:** All Commissioners

No discussion

**NEW BUSINESS:****MISCELLANEOUS:****CHIEFS REPORT:****Calls for service:**

- 1/11/21 Mutual Aid Standby for all calls-Livingston Fire District-Livingston operating at Milan structure fire-3FFs- man hours-3hrs
- 1/25/21 Mutual Aid Tanker & Interior/exterior FFs- Livingston Fire District-Structure Fire-111 Snyderville road Gallatin N.Y.-10FFs- man hours- 20hrs 6 minutes

**WORK DETAILS**

- 1/25/2021 Drill-Ice Rescue Operations- 3 Hrs- inside station equipment review and hands on training using frozen pond at airport property- Commons Rd- nine FFs- man hours- 27hrs

**Equipment/apparatus/station Report: by Chief Brown**

1. Spoke to Will Byrans-VRS/Shakerley regarding 60-35, Repairs/Upgrades- water level indicator lights were ordered, passenger side lettering on portable pond rack to be re-done, rear swivel dump-broken cable to be repaired. Install/warranty work to be done all at the same time, once all parts are in. He will contact us to set up a time, some work can be done on site at firehouse, lettering repair to be done off site. There was an inquiry to VRS/Shakerley in 2020 to add a small ladder to the rear of 60-35 to allow firefighters to safely gain access to the hose bed. Attempting to gain information on this from previous Chief Kukon.

2. Spoke to Will Bryans-VRS/Shakerley regarding 60-13, per latest pump test, leaking ball valve-LDH discharge, 2.5" drivers side intake leaking, packing at max adjustment, needs to be replaced, awaiting estimate and repairs.
3. Spoke to Will Bryans-VRS/Shakerley regarding 60-12, per latest pump test, packing at max adjustment, needs to be replaced, gauges on pump panel low on fluid, needs to be filled, awaiting estimate for repairs.
4. New toolbox and assorted tools for station one obtained from Lowes and placed into service.
5. Other approved tools/hose purchases from December ordered and/or awaiting delivery.
6. Cleaning up, moving some furniture/cabinets around at station one for better organization/workability in the near future.
7. Company or persons hired to clean station one and two, do not do an adequate job, allow firefighters to clean stations and re-allocate these funds for training instead in the future or hire someone new?
8. Would like to build a new office in station one and purchase new computers for the use by company Officers. Working further details of this.
9. Signed automatic Mutual Aid response agreement with Germantown Fire District, 1 Tanker to respond to all reported/confirmed structure fires. Agreement to be forwarded to CC 911 by Germantown.
10. We need to order the Town Alarm Law sheets. We currently have a very low stock.
11. Instituting a new emergency service form to be used at all calls, helps to assist the public understand their call for service and serves as a matter of record of notification post incidents. It is a 3 copy form, one copy to be retained for District records, one copy for the property/homeowner, and one copy for the Chief's office.
12. Instituted and posted district wide face covering memo due to Covid 19, until further notice.
13. Scheduled and posted annual OSHA, blood borne pathogen, sexual harassment, and work place violence training. Training underway currently, February 2, 16, and 24 of 2021. Auxiliary and commissioners were notified to attend the February 16th meeting.

#### **The Chief Reported:**

- Will be attaching the three part alarm sheets to every call sheet from now on.
- Covid 19 vaccine- some firefighters signed up for the vaccine. Some have already received first and second doses.
- 6013 has headlight issues. Headlights are not bright enough. Chief Brown received a quote from Apparatus plus in Tivoli to upgrade the lights for

\$1,430 for a new LED headlights system which includes a lifetime warranty and installation.

Chairwoman Rifenburg and Commissioner Scott would like to table this till next meeting. Asked if Chief Brown could get a few more quotes from other body shops.

- The 6013 plug eject needs to be repaired.
- Strobe lamps and portable bulbs need to be replaced. Chief Brown is working on quotes.
- Looking to remove some old furniture from station one. Old couch and table.
- Chief's Office wish list: Would like to build an office space about 15'x8' inside the firehouse. Need enough space for two desks and computers, a secure place to store files, and hold private meetings. The space could also be used for training drills and upper storage.

Wondering if the board could set a budget for the construction. Maybe \$4,000 to \$5,000 to come out of the building and grounds fund?

Treasurer Fitzgerald will look into where to find funds. Commissioners agree to see if funds can be found elsewhere. They want to wait and talk with Commissioner Bauer. Funds from building and grounds are promised to seal coat the parking lot.

A motion was made by Commissioner Scott to pay the bills, seconded by Commissioner Miller. All in favor. So carried.

**FUEL REPORT:** gallons used (did not receive)

## **PUBLIC COMMENTS**

A motion was made to adjourn at 8:15 P.M. by Commissioner Miller, seconded by Commissioner Scott. All in favor. So Carried.

Respectfully submitted  
Jennifer Flandreau Secretary,  
Clermont Fire District