

CLERMONT FIRE COMMISSIONERS  
DECEMBER 17, 2018

The Clermont Fire Commissioners held their regular meeting on Monday, December 17, 2018 at 7:00 P.M. at the Town Hall. Those in attendance were Commissioner Susan Rifenburgh, Commissioner R. Rifenburgh, Commissioner Laurence Saulpaugh, Commissioner Ronald Miller, Commissioner Raymond Bauer, Treasurer Denise Fiore, Chief Lloyd Kukon, First Assistant Chief Collin Brown, Captain Les Coon, Evan Decker, Josh Williams, Sam Williams.

The Chairwoman opened the meeting with the salute to the flag.

Bids were due tonight by 7:00 P.M. for the new Pumper Tanker. Specs were sent out at the end of November to the following vendors:

Fouts Brothers Fire Equipment, Garrison Fire & Rescue Corp, Apparatus Plus, Premier Fire Apparatus, Firehouse Apparatus, Inc. and hand delivered to Shakerley Fire Truck Sales. One copy of the specs was sent to Deltek, Seattle for research.

The Secretary opened and read the one bid that was received from Shakerley Fire Truck Sales. The base bid amount is \$396,651.00 with delivery in 379 days. The alternate with one payment and performance bond is \$396,292.47 and alternate two inspection trip for two officials, \$2,000.00. The special election for borrowing the money will be held on Tuesday, January 15, 2019 from 6:00 – 9:00 P.M.

MINUTES: A motion was made by Commissioner Bauer, seconded by Commissioner Miller to approve the minutes of the November meeting. All in favor. So carried.

TREASURER’S REPORT:

Total amount of November invoices paid	\$ 4,581.01
Proposed December invoices	\$7,464.28+ 49.52 = \$7513.80*
Paid December invoices	\$2,188.31
Total	\$9,652.59 + 49.52 = \$9702.11*
Added \$49.52 for Johnson Newspaper	

Reconciliation of Accounts

The Bank of Greene County Balances	
Money Market Checking Balance	\$77,675.85
Checking Balance	\$ 6,624.31
Plus Deposit 12/10/18	\$ 961.87
Less Outstanding Checks	\$ 2,516.41
Checking Balance to Date	\$ 5,069.77
Money Market & Checking Account Total	\$82,745.64
Capital Reserve Fund for Fire Equipment	\$29,725.84
Capital Reserve Fund for Construction & Improvement	\$33,663.73

A motion was made by Commissioner Miller, seconded by Commissioner Bauer to approve the Treasurer's report. All in favor. So carried.

**CORRESPONDENCE:**

- Received Data Request Package for 2018.
- Physical for Don VanWagner
- RBC Wealth Management Account Statement - \$382,017.14
- Firefighters Physicals – Valatie Medical Arts Building on January 12, 2019 – call for appointment.
- Fire District Affairs for December/January
- Town Topics article about Cancer Benefit program

**COMMITTEE REPORTS:**

**FIRE EQUIPMENT:** Commissioners Bauer and Saulpaugh

- A pager was damaged, quote from Pittsfield was for \$169.45 to send it back to be diagnosed plus repair cost. They charge \$15.00 if you take it back. A new pager would be \$420.87.

**BUILDINGS AND GROUNDS:** Commissioner Bauer and Saulpaugh

- Flashing loose on shed at Station #1 will be taken care of.
- Striping at Station #2 will be done when decided whether to paint or tape.

**INSURANCE:** Commissioners R. Rifenburg and Commissioner R. Miller

- Chairwoman Rifenburg will check on adding coat dryers to the policy.

**LOSAP:** All Commissioners

- Data Package for LOSAP points will be worked on. Need to get the calls and drill reports from the Chief.

**LAWS AND POLICIES:** All Commissioners

RESOLUTION NO. 25 OF 2018

DATED: December 17, 2018

**CLERMONT FIRE DISTRICT**

**POLICY ON PUBLIC COMMENT AT MEETINGS AND HEARINGS**

WHEREAS, The Board of Fire Commissioners of the Clermont Fire District acknowledges it is essential to the maintenance of a democratic society that the public business is performed in an open and public manner.

WHEREAS, Article VII of the Public Officers Law, commonly referred to as the Open Meetings Law, provides certain rights to the citizens in order to permit them to be able to observe the performance of public officials, to attend and to listen to the deliberations and decisions that go into the making of public policy by legislative bodies; and

WHEREAS, Article VII of the Public Officers Law permits those in attendance of public meetings the conduct of Board meetings, but does not provide a specific right to speak and be heard; and

WHEREAS, It is the objective of the Board of Fire Commissioner of the Clermont Fire District to conduct business publicly, and provide those in attendance with the informative experience provided for under the statutory scheme.

NOW, Therefore, the Board of Fire Commissioners of the Clermont Fire District establishes the following policy regarding the public comment at its meetings:

The Board of Fire Commissioners will decide at each meeting whether or not time constraints and the pressing business before the Board will permit a public comment session. Public comment will only be permitted if the Board elects to permit a public comments session and if so, only during that time period in accordance with these rules.

The Chairperson or other Fire Commissioner presiding at the meeting in his or her absence shall have the discretion to determine whether or not public comment will be permitted at a meeting and when during the meeting that public comment will be entertained.

Persons in attendance will not be permitted to comment or ask questions during the other portions of the meeting.

The Board will not entertain comment on fire department matters from members of the fire department at Board meetings. Members of the fire department must follow the chain of command and go through their company officers and the office of the Chief. A representative of the Chief's Office will be present at each meeting to speak on behalf of the members of the fire department.

The board will not entertain comment on fire district matters from paid employees of the fire district at board meetings. Employees must follow the chain of command and go through their supervisor to submit grievances or statements to the Board.

Members of the fire department and paid employees are subject to disciplinary action for failing to maintain proper decorum and/or failing to follow the chain of command at Board meetings.

The Board will not entertain public comments when it holds a work session which is open to the public.

The Board will not entertain public comment at the Annual Organizational Meeting required under the Town Law. Public comment when permitted will only be permitted at general meetings

The Board reserves the right not to entertain public comment at any meeting.

When the Board entertains public comment the following rules will apply:

1. Public comments will only be entertained during the public comment session.
2. The timing of one public comment session will be at the discretion of the Chairperson.
3. Speakers will be limited to 3 minutes to speak unless time constraint and/or the number of speakers require a shorter period.
4. In the event that an agenda is established for the meeting and handed out to those in attendance, speakers will confine themselves to matters stated in the agenda, he or she may submit such statements in writing to the Board and the Board may consider adding the subject matter of the comments to a future meeting agenda if it determines taking comment on the subject matter would be productive.
5. A speaker as a point of order during the public comment session may ask the Chairperson for permission to speak on a matter not on the agenda and the Chairperson may deny the request or poll the Board for a ruling. No comment on such matter will be taken unless an approval is given.
6. Speakers will be required to state their name and address for the record. A speaker not willing to do so will not be heard.
7. There is no residency requirement to speak.
8. The Chairperson shall retain discretion to withdraw the authority of a speaker to be heard if he or she utters abusive, offensive or threatening remarks or if the speaker raises an issue which is not on the meeting agenda.
9. A speaker may not yield his or her time to speak to another who has already spoken.
10. Speakers may frame their statements in question form, but there shall be no obligation for the Board to answer questions since this is a public comment session. The purpose of public comment is to hear persons other than Board members.
11. If a speaker submits a question and the question is answered by a Board member or Chief, the answering time shall count against the 3 minute limit.

12. The public comment session is not a press conference or a debate. It is for speakers to state their opinions on matters of public concern related to fire district operations.
13. Those in attendance are to treat speakers with respect and wait their opportunity to speak.
14. Speakers may comment on the statements of prior speakers and just as they were not permitted to comment while those speakers were speaking, prior speakers may not interrupt the meeting to respond.
15. If any person refusing to follow these rules and maintain the proper decorum will be asked to leave the premises.

Public comment will be entertained at all advertised "Public Hearings" of the Board of Fire Commissioners based upon specific rules set for each hearing. Such comment shall be on the matter stated in the notice of hearing. Such rules may include some of the rules stated above. This policy is adopted in order to maintain proper decorum at meetings and shall be posted and copies made available as required.

Motion made by: Commissioner R. Rifenburg  
 Seconded by: Commissioner Raymond Bauer

The adoption of the foregoing policy in the form of a resolution was duly put to a vote and upon roll call vote was as follows:

Chairperson Susan Rifenburg	Aye
Commissioner Laurence Saulpaugh	Aye
Commissioner Ronald Miller	Aye
Commissioner Raymond Bauer	Aye
Commissioner Ronald Rifenburg	Aye

The resolution was thereupon duly adopted.

DATE: 12/17/18

SIGNED: Mary Helen Shannon  
 Secretary, Clermont Fire District

LEGAL:  
 No report

**OLD BUSINESS:**

- A list of requirements for cleaning services was drafted and we will be seeking applicants.
- The secretary will order a three-drawer file cabinet to replace the damaged file. A motion was made by Commissioner Buaer, seconded by Commissioner Saulpaugh to buy a cabinet at the stated price from National Business furniture. All in favor. So carried.

**NEW BUSINESS:**

- Physicals for 2019: Chairwoman Rifenburg made copies of the new physical forms. It contains directions, authorization to be filled out by Chief or Chairwoman, ten-page evaluation form if you go to the hospital, if you go to your own doctor it is the shorter

form. There will be a class to teach someone to use the machine to do the fit Test on members.

#### CHIEFS REPORT:

There were five calls in November:

- 11/23/18 – Mutual aid (Tivoli) – 8209 Route 9
- 11/24/18 – Brush Fire – 760 Woods Road
- 11/25/18 – Odor of Gas – 748 Route Route 6
- 11/30/18 – Structure Fire – 239 Pleasantvale Road
- 11/30/18 – Mutual Aid (Tivoli) County Route 79

#### Monthly Drill/Work Details

11/27/18 – CO & Ga detectors, thermo imaging camera, discussion/review of calls – 9 firefighters

Driver Training – Josh Williams by Les Coons

- OSHA Classes will be done on Wednesday January 30 and February 20<sup>th</sup>. The Chief will ask what other class dates he will be doing so that if members can't attend these they have other options.
- CO Meter: It was supposed to be mailed out last Monday. The wipes came in, and included with the order was 4-gal chrome paint cleaner. Shipping was included in the cost..
- The Chief will go over some of the CO alarm activations with Commissioner R. Rifenburg.
- The Chief was called by Insurance Services Office to discuss qualifications to qualify for a class 8B classification. This makes your homeowners residential fire insurance lower.
- The Chief is asking for new microphones for the radios so they can switch from command to fire ground frequency for the three Chiefs and Captain. The cost is \$412.00 each with the discount \$284.62, total of \$1138.00 plus freight. They are also asking for a roof vent pole for overhauling at \$119.99. A motion was made to order 4 microphones at \$284.62 (discounted price) total \$1138.00 plus freight, and two vent poles by Commissioner Saulpaugh, seconded by Commissioner Miller. All in favor. So carried.
- New member applications were received from Thomas O'Connell, Evan Tompkins and Christopher Farewell. They have not had their background check but will be approved pending a clear background check. A motion was made to accept them for membership pending a clear background check by Commissioner Saulpaugh, seconded by Commissioner Miller. All in favor. So carried.
- FUEL REPORT: 11/14/18 – 50.8 gallons used.

A motion was made to pay the bills with an addition of \$49.52 to Johnson Newspaper by Commissioner Saulpaugh, seconded by Commissioner Bauer. All in favor. So carried.

#### PUBLIC COMMENT:

- Robert Desmond suggested the Commissioners reject the bid received for the new truck purchase and advertise again, giving other vendors additional time to submit a bid.

- The Commissioners are asking what the increase of the tax rate will be on the purchase of the new truck. The Secretary will ask the Assessor.

A motion was made to adjourn by Commissioner Bauer, seconded by Commissioner Miller at 8:55 P.M.

Respectfully submitted,

Mary Helen Shannon  
Secretary, Fire District