

Millwood Board of Fire Commissioners
Meeting Minutes July 24, 2023

On July 24, 2023 the Millwood Board of Fire Commissioners held their regular monthly meeting at 7:30 PM in Millwood Station 1. Attending were Commissioners: Alan Schapiro, Dan Puszka, Michael Wolfensohn and Jordan Schiffman; Treasurer Rose Cohen, Secretary Joseph McConnell; Chief Jorge Rodrigues, Assistant Chiefs McCarthy and Santone. Absent Commissioner Anthony Olenik,

Chairman Schapiro called the meeting to order.

Public Comment - None

Chief's Report (attached)

Treasurer's Report (attached)

The Treasurer presented the December 31, 2022 audited Millwood Fire District Financial Report and Report to the Board of Fire Commissioners.

Work Session

A motion was made by Commissioner Schapiro, seconded by Commissioner Wolfensohn to accept the June 26th, 2023 Regular Meeting Minutes. Commissioners Schapiro, Puszka and Wolfensohn in favor. Commissioner Schiffman abstained.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Schapiro to transfer \$2,500.00 from A34.480 Consultants to A34.484 Audit. All in favor.

A motion was made by Commissioner Schapiro, seconded by Commissioner Wolfensohn to authorize a monthly LOSAP payment of \$160.00 to David Sarles retroactive to his sixty-fifth birthday. All in favor.

Commissioner Wolfensohn and Assistant Chief Santone reported to the Board they met NYS DEP representatives to discuss paving options for the deteriorating Station 1 driveway. The DEP will allow the district to replace the current pavement with an impervious solution providing the driveway catch basins will be vacuumed when sediment reaches 50% of the sump depth.

The Board requested Chief Santone to contact AKRF consulting to create the specifications and proposal document for replacing the Station 1 porous concrete driveway section with either impervious blacktop or concrete.

Assistant Chief Santone reported on July 13th Dennis Adams Contracting, Inc. made emergency roof repairs to mitigate water leaks at Station 1 for the sum of \$4,400.00. The Board instructed the Assistant Chief to have the roofer proceed with preventive maintenance to the roof in an effort to prevent further water leaks.

Commissioner Wolfensohn advised the Board he met with a gear cleaning company that provides mobile service to the firehouse. It was agreed to seek a quote for the service twice yearly. Additionally, the Board will investigate the purchase of a fifty-pound gear extractor for Station 1.

Millwood Board of Fire Commissioners
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The Board discussed the feasibility of adding living quarters to Station 2. It was agreed Commissioner Wolfensohn will investigate the availability of NYS funding for the project.

A motion was made by Commissioner Puzska, seconded by Commissioner Wolfensohn to purchase a 4-GAS Meter for Utility 44 under NYS contract from AAA Emergency at a cost of \$1,098.00. All in favor. PO #362

A motion was made by Commissioner Puzska, seconded by Commissioner Wolfensohn to purchase four patient transport units from Grainger at a cost of \$47.10 each. All in favor. PO #363

Commissioner Schiffman made a motion to adjourn, seconded by Commissioner Puzska. All in favor. The time 8:33 PM.

Respectively submitted,

Joseph P. McConnell
District Secretary

MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report July 24th , 2023

Purchases:

Replacement of the sensor component of Utility 44's 4-GAS Meter - Six years old.
Cost to repair \$642.00 Cost to replace with 4 YR warranty - \$1098.00 From AAA PO # _____
Contract quote PC69006

In conjunction with our ASHE (Active Shooter) incident planning:
4 Patient transport units. From Grainger \$47.10 each = \$188.40 PO # _____

For Chief Jorge Rodrigues and the Chiefs' Staff

Greg Santone
Assistant Chief

MILLWOOD FIRE DISTRICT
Balance Sheet
 As of June 30, 2023
Jun 30, 23

ASSETS

Current Assets

Checking/Savings

A200 · Cash - Budget Operating Fund	
A200.1 · BOF Checking 4111028710	1,454,588.89
Total A200 · Cash - Budget Operating Fund	<u>1,454,588.89</u>
A230 · Cash - Cap RF	
A230.1 · CRF Checking 816868657	715,475.62
Total A230 · Cash - Cap RF	<u>715,475.62</u>
A231 · Cash - ERF	
A231.2 · ERF Checking 937110245	1,335,931.46
Total A231 · Cash - ERF	<u>1,335,931.46</u>
Total Checking/Savings	<u>3,505,995.97</u>

Other Current Assets

A200.4 · Petty Cash	304.27
Total Other Current Assets	<u>304.27</u>

Total Current Assets 3,506,300.24

Fixed Assets

K101 · Land	45,000.00
K101.1 · Land-New Fire House	2,317,440.59
K102 · Buildings & improvements	
K102.1 · New Fire House	14,009,516.17
K102.2 · Station 2	790,969.00
Total K102 · Buildings & improvements	<u>14,800,485.17</u>
K104 · Furnishings & Equipment	
K104.1 · New Fire House	289,309.50
K104.2 · Station 2	66,734.00
Total K104 · Furnishings & Equipment	<u>356,043.50</u>
K106 · Other fixed assets	
K106.1 · Vehicles	3,168,763.36
K106.2 · Equipment	483,310.00
Total K106 · Other fixed assets	<u>3,652,073.36</u>

Total Fixed Assets 21,171,042.62

Other Assets

A461 · Service Award Program Assets	
A461.2 · American Equity Annuity	42,608.95
A461.8 · Glens Falls National Bank	1,661,567.81
Total A461 · Service Award Program Assets	<u>1,704,176.76</u>

Total Other Assets 1,704,176.76

TOTAL ASSETS 26,381,519.62

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

24000 · Payroll Liabilities	226.41
A600.1 · Accounts payable	-21,914.00

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07/24/23
Accrual Basis

MILLWOOD FIRE DISTRICT

Balance Sheet

As of June 30, 2023

Jun 30, 23

Total Other Current Liabilities	<u>-21,687.59</u>
Total Current Liabilities	-21,687.59
Long Term Liabilities	
W628 · Bonds Payable	<u>6,275,000.00</u>
Total Long Term Liabilities	<u>6,275,000.00</u>
Total Liabilities	6,253,312.41
Equity	
32000 · Retained Earnings	963,774.56
A878.8 · Gen Retained Earnings	259,655.00
A878.9 · Fund balance - BOF	259,648.22
A878.RA · Fund balance - Cap RF	659,552.55
A878.RB · Fund balance - ERF	960,343.32
A895 · Restricted for LOSAP Program	1,704,175.86
A914 · Assigned Fund Balance	25,752.00
A917 · Unassigned Fund Balance--LOSAP	-527,280.26
K878.9 · Fund balance - Prop & Equip	21,171,043.26
W125 · Amt needed for bond refunds	-6,275,000.00
Net Income	<u>926,542.70</u>
Total Equity	<u>20,128,207.21</u>
TOTAL LIABILITIES & EQUITY	<u><u>26,381,519.62</u></u>

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail
July 2023

Type	Date	Account	Amount	Balance
AAA Emergency Supply Co., Inc.				
Bill	07/17/2023	A408.45 · SCBA	140.29	140.29
Bill	07/24/2023	A408.45 · SCBA	35.00	175.29
			175.29	175.29
Total AAA Emergency Supply Co., Inc.				
Advance Auto Parts				
Bill	07/17/2023	A408.53 · Chief 2253	115.00	115.00
			115.00	115.00
Total Advance Auto Parts				
Allclean Building Maintenance				
Bill	07/05/2023	A34.456 · Custodial Svc New Fire House	1,030.00	1,030.00
Bill	07/05/2023	A34.442 · Custodial Svc Sta 2	230.00	1,260.00
			1,260.00	1,260.00
Total Allclean Building Maintenance				
Almeida Oil Co.				
Bill	07/21/2023	A408.11 · diesel	402.88	402.88
			402.88	402.88
Total Almeida Oil Co.				
American Recycling Technologies, Inc				
Deposit	07/21/2023	A2410 · Rentals	-200.00	-200.00
			-200.00	-200.00
Total American Recycling Technologies, Inc				
Chase Card Services				
Bill	07/03/2023	A410.4 · Computer Software	10.00	10.00
Bill	07/03/2023	A19.412 · Miscellaneous	55.96	65.96
			65.96	65.96
Total Chase Card Services				
D.P. Wolff Inc.				
Bill	07/17/2023	A407.80 · Inside Maint. New Fire House	2,497.25	2,497.25
Bill	07/17/2023	A34.419 · Inside Maintenance Sta 2	902.50	3,399.75
			3,399.75	3,399.75
Total D.P. Wolff Inc.				
Electrohydraulic Auto and Truck Repair				
Bill	07/05/2023	A408.52 · Chief 2252	167.83	167.83
			167.83	167.83
Total Electrohydraulic Auto and Truck Repair				
JP McHale Account				
Bill	07/17/2023	A34.419 · Inside Maintenance Sta 2	101.65	101.65
Bill	07/17/2023	A407.80 · Inside Maint. New Fire House	101.65	203.30
			203.30	203.30
Total JP McHale Account				
Lyon, Douglas R.				

**MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail**

July 2023

Type	Date	Account	Amount	Balance
Check	07/17/2023	A3410 · Equipment purchases	151.71	151.71
			151.71	151.71
Bill	07/01/2023	A34.439 · Phone Service	114.94	114.94
			114.94	114.94
Bill	07/17/2023	A34.450 · Electricity New Fire House	1,484.61	1,484.61
Bill	07/17/2023	A34.449 · Electricity Station 2	569.53	2,054.14
			2,054.14	2,054.14
Bill	07/21/2023	A407.80 · Inside Maint. New Fire House	1,397.40	1,397.40
			1,397.40	1,397.40
Bill	07/01/2023	A34.437 · Cable On-Line Services	223.88	223.88
Bill	07/01/2023	A407.54 · Cable TV	205.94	429.82
Bill	07/01/2023	A34.439 · Phone Service	209.64	639.46
Bill	07/01/2023	A34.437 · Cable On-Line Services	105.72	745.18
			745.18	745.18
Bill	07/17/2023	A407.79 · house generators	973.00	973.00
			973.00	973.00
Bill	07/17/2023	A34.483 · Legal, District Matters	841.00	841.00
			841.00	841.00
Check	07/17/2023	A408.11 · diesel	75.71	75.71
			75.71	75.71
Bill	07/05/2023	A34.484 · Audit	11,000.00	11,000.00
			11,000.00	11,000.00
Bill	07/17/2023	A407.83 · Outside Maint. New Fire House	944.00	944.00
Bill	07/17/2023	A34.415 · Outside Maintenance Sta 2	460.00	1,404.00
			460.00	1,404.00

Total Lyon, Douglas R.

MetTel Acct 0100413954

Total MetTel Acct 0100413954

New York Power Authority Acct 2363579

Total New York Power Authority Acct 2363579

Nicks Electric Service of NY, LLC.

Total Nicks Electric Service of NY, LLC.

Optimum

Total Optimum

Peak Power Systems

Total Peak Power Systems

Pinsky Law Group, PLLC

Total Pinsky Law Group, PLLC

Quast, Walter

Total Quast, Walter

RBT CPAs

Total RBT CPAs

Regina Landscaping Corp.

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail

July 2023

Type	Date	Account	Amount	Balance
Total Regina Landscaping Corp.				
Rescuestuff Inc			1,404.00	1,404.00
Total Rescuestuff Inc				
Bill	07/17/2023	A34.429 · Dress Uniforms	415.50	415.50
Total RFC Emergency Lighting				
Bill	07/21/2023	A408.55 · U145	415.50	415.50
Total RFC Emergency Lighting				
Check	07/17/2023	A408.51 · Chief 2251	494.75	494.75
Rodriguez, Jorge				
Total Rodriguez, Jorge				
Check	07/01/2023	A34.438 · Cellular Service	548.85	548.85
Sprint				
Total Sprint				
Bill	07/17/2023	A407.82 · Sanitation Svc New Fire House	406.55	406.55
Suburban Carting Co.				
Bill	07/17/2023	A34.417 · Sanitation Svc Sta 2	406.55	406.55
Total Suburban Carting Co.				
Bill	07/05/2023	A19.412 · Miscellaneous	133.97	133.97
Tarrytown Vets Drum and Bugle Corps				
Total Tarrytown Vets Drum and Bugle Corps				
Bill	07/17/2023	A3410 · Equipment purchases	0.00	133.97
The Knox Company				
Total The Knox Company				
Bill	07/03/2023	A34.439 · Phone Service	133.97	133.97
Verizon				
Total Verizon				
Bill	07/03/2023	A408.11 · diesel	1,250.00	1,250.00
Bill	07/03/2023	A408.22 · gasoline	1,250.00	1,250.00
WEX Bank				
Total WEX Bank				
SUBTOTAL				
Rose A Cohen			584.00	584.00
Joseph P. McConnell			75.08	75.08
Payroll			1,093.93	1,093.93
Payroll			1,069.46	2,163.39
			2,163.39	2,163.39
			30,419.18	30,419.18
			1,370.31	1,370.31
			841.07	841.07

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07/24/23
Accrual Basis

MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

July 2023

Type	Date	Account	Amount	Balance
Greg Santone			498.69	498.69
EFTPS			502.50	502.50
NYS Employment Taxes			226.41	226.41
TOTAL			33,858.16	33,858.16