

Millwood Board of Fire Commissioners  
Meeting Minutes April 24<sup>th</sup>, 2023

On April 24<sup>th</sup>, 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, Anthony Olenik, Dan Puszka, Michael Wolfensohn and Jordan Schiffman; Treasurer Rose Cohen, Secretary Joseph McConnell; Chief Jorge Rodrigues, Assistant Chiefs McCarthy and Santone.

Chairman Schapiro called the meeting to order.

**Public Comment - None**

**Chief's Report** (attached)

**Treasurer's Report** (attached)

The Treasurer advised the Board she is continuing to interview candidates for the Deputy Treasurer position at the agreed upon pay rate of \$25.00 per hour.

**Work Session**

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Shapiro to accept the March 27<sup>th</sup>, 2023 Special Meeting Minutes. All in favor.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Olenik to accept the March 27<sup>th</sup>, 2023 Regular Meeting Minutes. All in favor.

Commissioner Schiffman will present at the May 22<sup>nd</sup> Regular Meeting a bylaw for sixteen-year-old members.

A motion was made by Commissioner Olenik, seconded by Commissioner Puszka to accept the CBS Cleaning 2023/2024 proposal for cleaning Station 1 and 2. All in favor.

Commissioner Wolfensohn agreed to investigate turn out washer machine options while visiting the May 2023 NYS Firefighters Convention.

Commissioner Wolfensohn requested the Chiefs to forward requests to use the Station 1 Training Room by community groups to the Board for review.

The Board asked Chief Santone to contact Stormcrete regarding an extended warranty for it's porous paving blocks for the Station 1 driveway.

A motion was made by Commissioner Puszka, seconded by Commissioner Wolfensohn to purchase six Scott 30-minute SCBA bottles at \$1,118.00 each (Total \$7,128.00) under NYS PC69006 contract from AAA Emergency. All in favor. PO # 354

A motion was made by Commissioner Puszka, seconded by Commissioner Wolfensohn to purchase five sets of turnout gear at a cost of \$4,700.00 each (Total \$23,500.00) under NYS Contract from MES Fire. All in favor. PO # 355

A motion was made by Commissioner Puszka, seconded by Commissioner Schiffman to purchase floor liners for the 2022 Tahoe at a cost of \$269.65 from RFC. All in favor. PO # 356

A motion was made by Commissioner Puszka, seconded by Commissioner Olenik to purchase a medical bag for the Car 2021 at a cost not to exceed \$300.00. All in favor. PO # 357

Millwood Board of Fire Commissioners  
Meeting Minutes April 24<sup>th</sup>, 2023

A motion was made by Commissioner Olenik, seconded by Commissioner Puszka to renew the PM agreement from Clean Air Company for the vehicle exhaust system at Station 2 at cost of \$599.00 plus parts. All in favor

A motion was made by Commissioner Puszka, seconded by Commissioner Schiffman to approve the Fire Company's 2023 Parade schedule with a budget not to exceed \$5,000.00 for the bands. All in Favor.

Memorial Day	Monday May 29 <sup>th</sup>
Pleasantville	Friday June 2 <sup>nd</sup>
Yorktown	Wednesday June 21 <sup>st</sup>
Mt. Kisco	Friday July 14 <sup>th</sup>
Ossining	Friday August 4 <sup>th</sup>

Commissioner Shapiro made a motion to adjourn, seconded by Commissioner Wolfensohn. All in favor. The time 8:48 PM.

Respectively submitted,

Joseph P. McConnell  
District Secretary

**MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report April 24<sup>th</sup> , 2023**

We need to purchase six Scott 30-minute SCBA bottles @ \$1188.00 each on NYS Contract PC69006 from AAA to replace six bottles that recently reached their 15 YR end of service limit. Total = \$7128.00 PO # \_\_\_\_\_

We need to start the process to order and purchase five sets of turnout gear @ \$4700.00 each on NYS Contract from MES to replace five sets that have reached their 10 YR end of service limit. Total = \$23,500.00 PO # \_\_\_\_\_

We need to renew the PM agreement from the Clean Air Company for the vehicle exhaust system at Station 2 @ \$599.50 plus a \$500.00 parts allowance if needed.

We would like the BoFC to approve the Fire Company's participation in the following parades:

Memorial Day – Monday May 29<sup>th</sup>  
Pleasantville - Friday June 2<sup>nd</sup>  
Yorktown – Wednesday June 21<sup>st</sup>  
Mt. Kisco - Friday July 14<sup>th</sup>  
Ossining - Friday August 4<sup>th</sup>

For Chief Jorge Rodrigues and the Chiefs' Staff

*Greg Santone*  
Assistant Chief

**MILLWOOD FIRE DISTRICT**  
**Balance Sheet**  
 As of March 31, 2023  
Mar 31, 23

**ASSETS**

**Current Assets**

**Checking/Savings**

A200 · Cash - Budget Operating Fund	
A200.1 · BOF Checking 4111028710	347,101.37
Total A200 · Cash - Budget Operating Fund	<u>347,101.37</u>
A230 · Cash - Cap RF	
A230.1 · CRF Checking 816868657	713,339.77
Total A230 · Cash - Cap RF	<u>713,339.77</u>
A231 · Cash - ERF	
A231.2 · ERF Checking 937110245	1,402,256.75
Total A231 · Cash - ERF	<u>1,402,256.75</u>

Total Checking/Savings 2,462,697.89

**Other Current Assets**

A200.4 · Petty Cash	266.74
Total Other Current Assets	<u>266.74</u>

Total Current Assets 2,462,964.63

**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** 25,338,184.01

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

Accounts Payable	
A600 · *Accounts Payable	1,706.25
Total Accounts Payable	<u>1,706.25</u>

2:06 PM  
04/24/23  
Accrual Basis

MILLWOOD FIRE DISTRICT  
**Balance Sheet**  
As of March 31, 2023  
Mar 31, 23

Other Current Liabilities	
24000 · Payroll Liabilities	296.78
Total Other Current Liabilities	296.78
Total Current Liabilities	2,003.03
Long Term Liabilities	
W628 · Bonds Payable	6,755,000.00
Total Long Term Liabilities	6,755,000.00
Total Liabilities	6,757,003.03
Equity	
32000 · Retained Earnings	984,576.56
A599 · Appropriated Fund Balance-BOF	68,467.97
A878.8 · Gen Retained Earnings	285,407.00
A878.9 · Fund balance - BOF	191,180.25
A878.RA · Fund balance - Cap RF	609,369.55
A878.RB · Fund balance - ERF	565,822.32
A895 · Restricted for LOSAP Program	1,704,175.86
A917 · Unassigned Fund Balance--LOSAP	-82,577.26
K878.9 · Fund balance - Prop & Equip	21,171,044.26
W125 · Amt needed for bond refunds	-6,755,000.00
Net Income	-161,285.53
Total Equity	18,581,180.98
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>25,338,184.01</b>

2:08 PM  
04/24/23  
Accrual Basis

**MILLWOOD FIRE DISTRICT  
Expenses by Vendor Detail**

April 2023

Type	Date	Account	Amount	Balance
<b>AAA Emergency Supply Co., Inc.</b>				
Bill	04/21/2023	A408.45 · SCBA	140.00	140.00
Bill	04/21/2023	A3410 · Equipment purchases	253.00	393.00
			<u>393.00</u>	<u>393.00</u>
<b>Total AAA Emergency Supply Co., Inc.</b>				
<b>Advance Auto Parts</b>				
Bill	04/21/2023	A408.52 · Chief 2252	66.89	66.89
Bill	04/21/2023	A408.50 · L52	15.40	82.29
			<u>82.29</u>	<u>82.29</u>
<b>Total Advance Auto Parts</b>				
<b>Allclean Building Maintenance</b>				
Bill	04/04/2023	A34.456 · Custodial Svc New Fire House	860.00	860.00
Bill	04/04/2023	A34.442 · Custodial Svc Sta 2	237.50	1,097.50
			<u>1,097.50</u>	<u>1,097.50</u>
<b>Total Allclean Building Maintenance</b>				
<b>Almeida Oil Co.</b>				
Bill	04/07/2023	A34.447 · Heating oil Station 2	1,960.58	1,960.58
			<u>1,960.58</u>	<u>1,960.58</u>
<b>Total Almeida Oil Co.</b>				
<b>American Recycling Technologies, Inc</b>				
Deposit	04/07/2023	A2410 · Rentals	-200.00	-200.00
			<u>-200.00</u>	<u>-200.00</u>
<b>Total American Recycling Technologies, Inc</b>				
<b>Chase Card Services</b>				
Bill	04/03/2023	A19.412 · Miscellaneous	55.96	55.96
Bill	04/03/2023	A410.4 · Computer Software	10.00	65.96
			<u>65.96</u>	<u>65.96</u>
<b>Total Chase Card Services</b>				
<b>Christina Papes, Rcvr of Taxes</b>				
Bill	04/07/2023	A34.453 · Water usage Sta 2	344.74	344.74
Bill	04/07/2023	A34.454 · Water Usage New House	952.46	1,297.20
			<u>1,297.20</u>	<u>1,297.20</u>
<b>Total Christina Papes, Rcvr of Taxes</b>				
<b>D.P. Wolff Inc.</b>				
Bill	04/07/2023	A407.80 · Inside Maint. New Fire House	2,497.25	2,497.25
Bill	04/07/2023	A34.419 · Inside Maintenance Sta 2	902.50	3,399.75
			<u>3,399.75</u>	<u>3,399.75</u>
<b>Total D.P. Wolff Inc.</b>				
<b>DeNooyer Chevrolet</b>				
Bill	04/07/2023	A3420 · Fire Equip Purchased From ERF	53,247.50	53,247.50
			<u>53,247.50</u>	<u>53,247.50</u>
<b>Total DeNooyer Chevrolet</b>				

2:08 PM  
04/24/23  
Accrual Basis

**MILLWOOD FIRE DISTRICT**  
**Expenses by Vendor Detail**  
April 2023

	Type	Date	Account	Amount	Balance
Elizabeth Sanger	Bill	04/14/2023	A402.2 · Training	1,171.50	1,171.50
Total Elizabeth Sanger				<u>1,171.50</u>	<u>1,171.50</u>
Hartford Steam Boiler	Bill	04/14/2023	A407.80 · Inside Maint. New Fire House	105.00	105.00
Total Hartford Steam Boiler				<u>105.00</u>	<u>105.00</u>
Hills Signs	Bill	04/07/2023	A3410 · Equipment purchases	325.00	325.00
Total Hills Signs				<u>325.00</u>	<u>325.00</u>
Inter-State Diagnostic, Inc.	Bill	04/21/2023	A34.428 · Physicals	1,245.00	1,245.00
Total Inter-State Diagnostic, Inc.				<u>1,245.00</u>	<u>1,245.00</u>
Interstate Fire & Safety Equipment Co, In	Bill	04/14/2023	A407.80 · Inside Maint. New Fire House	488.40	488.40
Total Interstate Fire & Safety Equipment Co, In				<u>488.40</u>	<u>488.40</u>
Journal News	Bill	04/14/2023	A406 · Legal Notices	250.00	250.00
Total Journal News				<u>250.00</u>	<u>250.00</u>
JP McHale Account	Bill	04/07/2023	A34.419 · Inside Maintenance Sta 2	101.65	101.65
Total JP McHale Account				<u>101.65</u>	<u>101.65</u>
Matra Motors Inc	Bill	04/07/2023	A407.80 · Inside Maint. New Fire House	203.30	203.30
Total Matra Motors Inc				<u>203.30</u>	<u>203.30</u>
MetTel Acct 0100413954	Bill	04/21/2023	A408.51 · Chief 2251	3,128.43	3,128.43
Total MetTel Acct 0100413954				<u>3,128.43</u>	<u>3,128.43</u>
Millwood Hardware	Bill	04/03/2023	A34.439 · Phone Service	106.88	106.88
Total Millwood Hardware				<u>106.88</u>	<u>106.88</u>
Montrose Beer & Soda	Bill	04/07/2023	A34-10 · Equipment purchases	9.89	9.89
Total Montrose Beer & Soda				<u>9.89</u>	<u>9.89</u>
	Bill	04/07/2023	A19.412 · Miscellaneous	145.00	145.00
				<u>145.00</u>	<u>145.00</u>

2:08 PM  
04/24/23  
Accrual Basis

## MILLWOOD FIRE DISTRICT Expenses by Vendor Detail April 2023

	Type	Date	Account	Amount	Balance
Total Montröse Beer & Soda				145.00	145.00
<b>Mt. Kisco Truck &amp; Auto Parts Acct 40902</b>					
	Bill	04/07/2023	A34.427 · Inspections	123.50	123.50
				123.50	123.50
Total Mt. Kisco Truck & Auto Parts Acct 40902				19,278.90	19,278.90
<b>Municipal Emergency Services (M.E.S.)</b>					
	Bill	04/07/2023	A3410.1 · Turnout gear	19,278.90	19,278.90
Total Municipal Emergency Services (M.E.S.)				19,278.90	19,278.90
<b>New Castle-Stanwood Water District</b>					
	Bill	04/04/2023	A34.454 · Water Usage New House	37.20	37.20
	Bill	04/04/2023	A34.453 · Water usage Sta 2	37.20	74.40
	Bill	04/04/2023	A34.454 · Water Usage New House	37.20	111.60
				111.60	111.60
Total New Castle-Stanwood Water District				1,351.04	1,351.04
<b>New York Power Authority Acct 2363579</b>					
	Bill	04/14/2023	A34.450 · Electricity New Fire House	540.31	1,891.35
	Bill	04/14/2023	A34.449 · Electricity Station 2	1,891.35	1,891.35
Total New York Power Authority Acct 2363579				373.40	373.40
<b>Nite Beam Products, LLC</b>					
	Bill	04/07/2023	A3410 · Equipment purchases	373.40	373.40
Total Nite Beam Products, LLC				373.40	373.40
<b>Optimum</b>					
	Bill	04/03/2023	A34.437 · Cable On-Line Services	105.72	105.72
	Bill	04/03/2023	A34.437 · Cable On-Line Services	223.88	329.60
	Bill	04/03/2023	A407.54 · Cable TV	205.94	535.54
	Bill	04/03/2023	A34.439 · Phone Service	210.88	746.42
				746.42	746.42
Total Optimum				199.41	199.41
<b>Paraco Gas Corporation</b>					
	Bill	04/14/2023	A407.23 · Propane	199.41	199.41
Total Paraco Gas Corporation				199.41	199.41
<b>Pinsky Law Group, PLLC</b>					
	Bill	04/14/2023	A34.483 · Legal, District Matters	5,183.29	5,183.29
Total Pinsky Law Group, PLLC				5,183.29	5,183.29
<b>Regina Landscaping Corp.</b>					
	Bill	04/07/2023	A407.83 · Outside Maint. New Fire House	2,400.00	2,400.00
Total Regina Landscaping Corp.				2,400.00	2,400.00



2:08 PM  
04/24/23  
Accrual Basis

## MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

April 2023

	Type	Date	Account	Amount	Balance
Total Regina Landscaping Corp.	Bill	04/07/2023	A34.415 · Outside Maintenance Sta 2	980.00	3,380.00
<b>RFC Emergency Lighting</b>				3,380.00	3,380.00
Total RFC Emergency Lighting	Bill	04/14/2023	A408.51 · Chief 2251	25.00	25.00
	Bill	04/14/2023	A408.52 · Chief 2252	25.00	50.00
	Bill	04/14/2023	A408.53 · Chief 2253	25.00	75.00
				75.00	75.00
Total RFC Emergency Lighting	Check	04/21/2023	A34.427 · Inspections	254.86	254.86
<b>Rodriguez, Jorge</b>				254.86	254.86
Total Rodriguez, Jorge	Bill	04/21/2023	A407.80 · Inside Maint. New Fire House	2,500.00	2,500.00
<b>Sleepy Hollow Window Cleaning LLC</b>				2,500.00	2,500.00
Total Sleepy Hollow Window Cleaning LLC	Bill	04/03/2023	A34.438 · Cellular Service	406.59	406.59
<b>Sprint</b>				406.59	406.59
Total Sprint	Bill	04/07/2023	A407.82 · Sanitation Svc New Fire House	133.97	133.97
<b>Suburban Carting Co.</b>				0.00	133.97
Total Suburban Carting Co.	Bill	04/07/2023	A34.417 · Sanitation Svc Sta 2	133.97	133.97
<b>United Overhead Door Corp</b>				310.00	310.00
Total United Overhead Door Corp	Bill	04/17/2023	A34.419 · Inside Maintenance Sta 2	310.00	310.00
<b>Verizon</b>				76.29	76.29
Total Verizon	Bill	04/03/2023	A34.439 · Phone Service	76.29	76.29
<b>WEX Bank</b>				353.56	353.56
Total WEX Bank	Bill	04/03/2023	A408.11 · diesel	1,131.96	1,485.52
	Bill	04/03/2023	A408.22 · gasoline	1,485.52	1,485.52
				105,052.28	105,052.28
<b>SUBTOTAL</b>				1,635.37	1,635.37
Rose A Cohen			Payroll	1,170.63	1,170.63
Joseph P. McConnell			Payroll		

2:08 PM  
04/24/23  
Accrual Basis

# MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

April 2023

Greg Santone  
EFTPS  
TOTAL

Type	Date	Account	Amount	Balance
		Payroll	498.69	498.69
		Payroll	663.40	663.40
			<u>109,020.37</u>	<u>109,020.37</u>