

Millwood Board of Fire Commissioners Meeting Minutes April 28, 2025

On April 28, 2025, the Millwood Board of Fire Commissioners held their regular monthly meeting at 7:30 PM at Millwood Station 1. Attending were Commissioners: Alan Schapiro, Anthony Olenik, Dan Puszka, Michael Wolfensohn and Jordan Schiffman; Treasurer Vicki Gillespie; Secretary Joseph P. McConnell; Chief Jorge Rodrigues, Assistant Chiefs Robert McCarthy and Greg Santone, Lieutenant Tom Harris; Safety Officer Scott Stein.

Chairperson Schapiro called the meeting to order.

Public Comment - None

Chief's Report (attached)

Treasurer's Report (attached)

- The Treasurer reported the receipt of 2025 Fire District Taxes today, April 28, 2024, from the Town of New Castle in the amount of \$2,012,786.86.

Work Session

A motion made by Commissioner Olenik, seconded by Commissioner Wolfensohn to approve March 24, 2025, Regular Meeting Minutes. All in favor of Commissioners Schapiro, Olenik, Puszka and Wolfensohn. Abstained Commissioner Schiffman.

The Commissioners thanked the Chiefs for hosting the Annual Inspection Dinner calling it a “great event... a lot of fun.”

A motion made by Commissioner Wolfensohn, seconded by Commissioner Olenik to approve the following 2025 budget adjustment. All in favor.

From	To	\$ Amount
A19.412 Miscellaneous	A34.427 Inspection	\$ 2,500.00
A34.443 Maintenance	A34.427 Inspection	\$ 2,000.00

A motion was made by Commissioner Puszka, seconded by Commissioner Olenik, to approve the proposed Change Order in the amount of \$3080.00 submitted by Open Systems Metro, Inc. for additional work (requested by the Fire District) to the original contract for the installation of the upgraded alarm system for Station # 2. All in favor.

A motion was made by Commissioner Olenik, seconded by Commissioner Wolfensohn, to accept Spartan Builders, Inc. proposal for Station # 2 in the amount of \$28,825.00 for repairing the water damaged sheetrock, removing the wallpaper, painting the sheetrock and the wood paneled walls, installing new composite vinyl flooring, and painting the interior of the stone training building. The other bids were Alon Industries, Inc. at a cost of \$65,760.00 and Farez Development Corp. at a cost of \$21,200.00 but did not conform to the bid specifications by taking exclusion to the flooring. All in favor.

A motion made by Commissioner Wolfensohn, seconded by Commissioner Schiffman to approve Sleepy Hollow Window Cleaning bid for Station 1 window cleaning at a cost of \$2,600.00. All in favor.

Millwood Board of Fire Commissioners
Meeting Minutes April 28, 2025

A motion made by Commissioner Wolfensohn, seconded by Commissioner Schiffman to approve the purchase of a Dell 14700 vPro with one monitor at a cost of \$1,884.86 for the District Office. All in favor. PO#402

The Board discussed the current fees and insurance coverage for non-member events held in the Station 1 training room. The Commissioner's requested the District Secretary to contact the District's insurance agent on options for insurance coverage.

Safety Officer Scott Stein presented an assessment for Station 1 and 2 to the Board of Fire Commissioners. Both stations were found to be in good working order and no major areas of concern or safety defects were detected or already being addressed. Additionally, SO Stein addressed the firefighter turnout gear condition and age, SCBA, training, turnout gear cleaning, etc.

A motion made by Commissioner Puszka, seconded by Commissioner Wolfensohn approve junior member Ben Brandoff as an active member. All in favor.

A motion was made by Commissioner Wolfensohn, Seconded by Commissioner Olenik to enter executive session to discuss personnel matters at 8:40 PM.

A motion was made by Commissioner Schiffman, seconded by Commissioner Olenik to exit executive session at 9:00 PM.

A motion made by Commissioner Puszka, seconded by Commissioner Olenik to adjourn at 9:05 P.M. All in favor.

Respectively submitted,

Joseph P. McConnell
Fire District Secretary

MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report April 28th, 2025

The Chiefs Staff would like to thank the BoFC for a wonderful 2025 Inspection Dinner. We hope the Commissioners that were able to attend enjoyed themselves. The Chiefs received many expressions of appreciation for a fine evening.

We need the BoFC to approve Junior Member Ben Brandoff as an Active Member.

As listed on the agenda, the Chiefs would like to:

- 1- Bring the Station 2 Alarm System project to a conclusion.
- 2- Initiate the repairs to Station 2 (quotes provided)

Safety Officer Scott Stein will also be providing a report this evening.

For the Chiefs Staff
Respectfully,

Greg Santone
Assistant Chief

Balance Sheet
MILLWOOD FIRE DISTRICT
As of March 31, 2025

	Total
<hr/>	
Assets	
Current Assets	
Bank Accounts	
A200 Cash - Budget Operating Fund	0.00
A200.1 BOF Checking 4111028710	518,254.65
A200.2 Chase Card	
Total for A200 Cash - Budget Operating Fund	\$518,254.65
A230 Cash - Cap RF	0.00
A230.1 CRF Checking 816868657	561,217.86
CRF Operating Acct 411437395	
Total for A230 Cash - Cap RF	\$561,217.86
A231 Cash - ERF	0.00
A231.2 ERF Checking 937110245	2,063,107.40
Total for A231 Cash - ERF	\$2,063,107.40
Total for Bank Accounts	\$3,142,579.91
Accounts Receivable	
Other Current Assets	
A041 Equipment for Rescue Truck	
A200.4 Petty Cash	158.57
A390 Due from Equip Res to Oper	
A392 Due to Oper Fund from ER	
Exchange	
Total for Other Current Assets	\$158.57
Total for Current Assets	\$3,142,738.48
Fixed Assets	
Capital Current yr expenses	0.00
Current yr- CRF	
Total for Capital Current yr expenses	0.00
K101.1 Land-New Fire House	2,317,440.59

Balance Sheet
MILLWOOD FIRE DISTRICT
As of March 31, 2025

	Total
K101 Land	45,000.00
K102 Buildings & improvements	0.00
K102.1 New Fire House	14,238,018.42
K102.2 Station 2	801,469.00
Total for K102 Buildings & improvements	\$15,039,487.42
K104 Furnishings & Equipment	0.00
K104.1 New Fire House	289,309.50
K104.2 Station 2	66,734.00
Total for K104 Furnishings & Equipment	\$356,043.50
K105 Construction in Progress	0.00
K105.3 Cap exp legal	
K105.7 Cap exp Property acquisition	
K105.8 Cap exp Survey fees	
Total for K105 Construction in Progress	0.00
K106 Other fixed assets	0.00
K106.1 Vehicles	3,267,157.80
K106.12 Deposit on Vehicle	
Total for K106.1 Vehicles	\$3,267,157.80
K106.2 Equipment	460,711.00
K2665 Gain (loss) asset disposal	
Total for K106 Other fixed assets	\$3,727,868.80
K109.1 Construction in Progress-Trucks	
Total for Fixed Assets	\$21,485,840.31
Other Assets	
A461 Service Award Program Assets	0.00
A461.2 American Equity Annuity	45,193.87
A461.8 Glens Falls National Bank	2,070,202.56
Total for A461 Service Award Program Assets	\$2,115,396.43
K480 Prepaid Insurance	

Balance Sheet
MILLWOOD FIRE DISTRICT
As of March 31, 2025

	Total
Total for Other Assets	\$2,115,396.43
Total for Assets	\$26,743,975.22
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
A600 *Accounts Payable	
Total for Accounts Payable	0.00
Credit Cards	
Other Current Liabilities	
24000 Payroll Liabilities	0.00
CT Income Tax	
Federal Taxes (941/943/944)	
NYS Income Tax	488.45
Total for 24000 Payroll Liabilities	\$488.45
600 LOSAP Accounts Payable	
A101 Employee Tax Withholdings	
A600.1 Accounts payable	-22,293.89
A630 Due to Other Funds	
A700 Accrued Liabilities	
H630 Due to General Fund	
Total for Other Current Liabilities	-\$21,805.44
Total for Current Liabilities	-\$21,805.44
Long-term Liabilities	
W628 Bonds Payable	5,790,000.00
Total for Long-term Liabilities	\$5,790,000.00
Total for Liabilities	\$5,768,194.56
Equity	
32000 Retained Earnings	1,366,892.11

Balance Sheet
MILLWOOD FIRE DISTRICT
As of March 31, 2025

	Total
Net Income	-187,312.09
A806 Fund Balance-Not Spendable	
A878.8 Gen Retained Earnings	285,407.00
A878.9 Fund balance - BOF	259,648.22
A878.RA Fund balance - Cap RF	720,114.55
A878.RB Fund balance - ERF	1,658,294.32
A895 Restricted for LOSAP Program	2,115,396.53
A914 Assigned Fund Balance	
A917 Unassigned Fund Balance--LOSAP	-938,500.93
K878.9 Fund balance - Prop & Equip	21,485,840.95
W125 Amt needed for bond refunds	-5,790,000.00
Total for Equity	<u>\$20,975,780.66</u>
Total for Liabilities and Equity	<u>\$26,743,975.22</u>

Accrual Basis Monday, April 28, 2025 08:15 PM GMTZ

Expenses by Vendor Summary**MILLWOOD FIRE DISTRICT****April 2025**

Vendor	Total
AAA Emergency Supply Co., Inc.	23,044.00
Advance Auto Parts	90.64
Allclean Building Maintenance	1,330.00
Almeida Oil Co.	31.31
Alon Industries, Inc.	850.00
Appraisal Affiliates inc	1,500.00
Canon Solutions America	40.96
Chase Card Services	261.22
Christina Papes, Rcvr of Taxes	1,278.81
D.P. Wolff Inc.	3,676.00
Elizabeth Sanger	4,089.50
Final Stone Landscaping LLC	2,200.00
Fred's Auto Repair of Briarcliff	465.50
Gannett Media Corp	74.40
Gowans Knight Co., Inc.	738.00
Grainger	130.85
Hartford Steam Boiler	110.00
Hills Signs	57.00
Hopewell Fire Apparatus Service Co.	9,593.40
JP McHale Account	219.86
Lantegrity Consulting Group	3,633.20
Metrocom Wireless, Inc.	102.48
MetTel Acct 0100413954	116.11
Millwood Hardware	15.36
Mt. Kisco Truck & Auto Parts Acct 40902	141.94
New Castle-Stanwood Water District	322.40
New York Power Authority Acct 2363579	4,177.00
Nicks Electric Service of NY, LLC.	1,983.00
Optimum	670.33

Expenses by Vendor Summary

MILLWOOD FIRE DISTRICT

April 2025

Vendor	Total
O.S.P. Fire Protection	882.00
Pinsky Law Group, PLLC	300.00
Portuguese American Cultural Center of the Tarrytowns	20,000.00
Rescuestuff Inc	80.00
Signal 73 Fire Training LLC	1,000.00
Stark Tech	1,125.00
Suburban Carting Co.	36.05
T-Mobile	320.94
Verizon	343.53
WEX Bank	1,550.75
TOTAL	\$86,581.54

Payroll

Vicki M Gillespie	2,373.16
Joseph P. McConnell	1,389.93
Greg Santone	669.54
IRS Withholding April Payroll	816.89

Total Claims for Approval April 28, 2025	91,831.06
---	------------------

Accrual Basis Monday, April 28, 2025 03:23 PM GMT-4:00

Budget Adjustment

April 28, 2025 Millwood Fire District Meeting

As discussed in the February 24, 2025 District Meeting, to reallocate the budgeted appropriations (totaling \$20,000) for the Annual Inspection from 3 appropriation accounts to one as follows:

1. Move \$2,500.00 from A19.412 Miscellaneous to A34.427 Inspection
2. Move \$2,000.00 from A34.443 Maintenance Supplies to A34.427 Inspection

OLD

<u>Account</u>	<u>Projected 2025 YE</u>	<u>2025 Budget</u>	<u>Over / (Under)</u>
A19.412 Miscellaneous	\$15,500.00	\$17,000.00	\$(2500.00)
A407.6 Maintenance Supplies	\$0.00	\$2,000.00	\$(2,000.00)
A34.427 Inspection	\$20,000.00	\$15,500.00	\$4,500.00

NEW

<u>Account</u>	<u>Projected 2025 YE</u>	<u>2025 Budget</u>	<u>Over / (Under)</u>
A19.412 Miscellaneous	\$15,500.00	\$15,500.00	On Budget
A407.6 Maintenance Supplies	\$0.00	\$0.00	On Budget
A34.427 Inspection	\$20,000.00	\$20,000.00	On Budget