

Millwood Board of Fire Commissioners  
Meeting Minutes December 10, 2018

On December 10, 2018 the Millwood Board of Fire Commissioners held their regular monthly meeting at 7:30 pm at Station 1 located at 100 Millwood Road in the Town of New Castle. Present at the meeting were Commissioners: Alan Schapiro, Anthony Olenik, Dan Puszka, Jason Lichtenthal and Michael Wolfensohn; Secretary Joseph McConnell, Treasurer Rose Cohen; Chief Jorge Rodrigues, 1st Assistant Chief Jan Schwark 2nd Assistant Chief Frank Nestro and Chief's Aid Greg Santone.

Chairman Schapiro called the meeting to order.

**Public Comment**

No public comment.

**Chief's Report** (Chief Jorge Rodrigues, attached)

**Treasurer's Report** (Treasurer Rose Cohen, attached)

The Treasurer noted there was no 2018 Capital Disposals.

**Work Session**

A motion was made by Commissioner Olenik to accept the November 19, 2018 Regular Meeting Minutes, the motion was seconded by Commissioner Lichtenthal. All in favor.

A motion was made by Commissioner Wolfensohn and seconded by Commissioner Lichtenthal to accept the 2018 Budget Adjustments. All in favor.

- A34.484 Audit transfer \$500.00 to A34.477 Association Dues
- A341 Legal transfer \$2,500.00 to A407.1 Electricity
- A408.1 Maintenance & Repair transfer \$3,000.00 to A408.2 Vehicle Fuel & Oil
- A409 Siren Maintenance transfer \$500.00 to A408.3 Radio Maintenance

The Board approved the resolution to expend from the Capital Reserve Fund for vehicle acquisition. (attached)

Chairman Schapiro made a motion to move the 2019 Organizational Meeting to January 10, 2019 at 7:00 PM, seconded by Commissioner Lichtenthal. All in favor.

A motion was made by Commissioner Wolfensohn to enter into executive session to discuss personnel matters, seconded by Commissioner Puszka. Time 8:59 PM.

The Board exited executive session at 9:30 PM.

The Board unanimously agreed to pay Hoffman Floor Covering Corporation \$34,900.00 for the Station 1 epoxy flooring with the guarantee it will be replaced or repaired should the floor be deemed unacceptable following use.

A motion was made by Commissioner Olenik to engage Alon Industries, Inc. to repair the front steps of the Station 2 training building at a cost of \$3,320.00. The motion was seconded by Commissioner Wolfensohn. All in favor.

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A motion was made by Commissioner Olenik to accept Integrity Facilities Services proposal for a one-year contract to clean Station 1 and 2 at a cost of \$640.00 weekly, the motion was seconded by Commissioner Puszka. All in favor.

A motion was made by Commissioner Puszka to purchase thirty AV 3000 HT SCBA masks with bags from AAA Emergency Supply Co Inc under NYS Contract at a cost of \$8,576.40, seconded by Commissioner Olenik. All in favor. PO # 338.

A motion was made by Commissioner Wolfensohn to enter into executive session to discuss personnel matters, seconded by Commissioner Puszka. Time 9:59 PM.

The Board exited executive session at 10:05 PM.

Correspondence: Westchester County Fire Academy Fundraiser

Ken Andrews, VFIS Underwriters confirmation of 2019 premium

Commissioner Puszka made a motion to adjourn. Seconded by Chairman Schapiro. All in favor. The time 10:07 PM.

Joseph P. McConnell  
District Secretary

MILLWOOD FIRE DISTRICT  
**Balance Sheet**  
 As of November 30, 2018

	Nov 30, 18
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
A200 · Cash - Budget Operating Fund	
A200.1 · BOF Checking 4111028710	828,626.39
Total A200 · Cash - Budget Operating Fund	828,626.39
A230 · Cash - Cap RF	
A230.1 · CRF Checking 816868657	510,164.22
Total A230 · Cash - Cap RF	510,164.22
A231 · Cash - ERF	
A231.2 · ERF Checking 937110245	541,923.48
Total A231 · Cash - ERF	541,923.48
H200 · Cash - Fire House Project Fund	
H200.1 · FHP Checking Acct 455267851	85,726.55
Total H200 · Cash - Fire House Project Fund	85,726.55
Total Checking/Savings	1,966,440.64
Total Current Assets	1,966,440.64
Fixed Assets	
K101 · Land	45,000.00
K101.1 · Land-New Fire House	2,310,915.59
K102 · Buildings & improvements	
K102.2 · Station 2	780,613.00
Total K102 · Buildings & improvements	780,613.00
K104 · Furnishings & Equipment	
K104.1 · New Fire House	275,094.00
K104.2 · Station 2	59,496.00
Total K104 · Furnishings & Equipment	334,590.00
K105 · Construction in Progress	
K105.1 · Site Work Contr. (Montesano)	3,536,679.97
K105.10 · General Contractor (Caladri)	4,333,805.36
K105.11 · Electrical Contract ( Atlantic)	1,207,481.71
K105.12 · Plumbing Contractor (S&L)	571,966.81
K105.13 · Fire Suppression (S&S)	119,440.75
K105.14 · HVAC Contractor (J&M)	858,902.67
K105.15 · Telecom (Annese)	40,114.20
K105.16 · Telecom Consultant (IBS)	10,100.00
K105.17 · Security (IDESCO) Cabling in EC	36,365.85
K105.2 · Cap exp Calgi	1,145,072.75
K105.21 · Accounting Finance (JDA)	36,800.75
K105.3 · Cap exp legal	30,131.95
K105.32 · Covenant	220,000.00
K105.4 · Cap exp Melick-Tully	37,779.68
K105.5 · Cap exp Misc	17,302.83
K105.51 · Cap Proj - Utilities	27,508.56
K105.52 · Con Edison Easement	50,000.00
K105.53 · DOT Easement	3,152.19
K105.54 · Town Fee	70,038.28
K105.55 · Town - Trees	10,000.00
K105.56 · Town - Wetlands	5,000.00
K105.57 · Testing & Inspections (STL,ATC)	53,279.82
K105.6 · Architect (ODA)	845,668.04
K105.7 · Cap exp Property acquisition	30,546.18
K105.8 · Cap exp Survey fees	45,090.50

## MILLWOOD FIRE DISTRICT

## Balance Sheet

As of November 30, 2018

	Nov 30, 18
K105.9 · Engineer - AKRF	469,445.81
K105.92 · SWPPP Inspections (AKRF)	42,069.00
K105.94 · Traffic signal (JMC)	20,495.49
Total K105 · Construction in Progress	13,874,239.15
K106 · Other fixed assets	
K106.1 · Vehicles	2,673,608.36
K106.2 · Equipment	409,941.00
Total K106 · Other fixed assets	3,083,549.36
K108 · Const. in Progress - Extras	
K108.1 · Cortez Property Work	32,779.48
K108.2 · Member Room Floor	30,000.00
Total K108 · Const. in Progress - Extras	62,779.48
Total Fixed Assets	20,491,686.58
Other Assets	
TA · LOSAP	
TA461.2 · American Equity Annuity	36,754.83
TA461.8 · Glens Falls NB Cash	139,663.15
TA461.9 · Glens Falls NB Invest. at MV	1,230,906.93
Total TA · LOSAP	1,407,324.91
Total Other Assets	1,407,324.91
<b>TOTAL ASSETS</b>	<b>23,865,452.13</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
A600 · *Accounts Payable	20,826.23
Total Accounts Payable	20,826.23
Other Current Liabilities	
24000 · Payroll Liabilities	81.03
Total Other Current Liabilities	81.03
Total Current Liabilities	20,907.26
Long Term Liabilities	
W628 · Bonds Payable	8,260,000.00
Total Long Term Liabilities	8,260,000.00
Total Liabilities	8,280,907.26
Equity	
32000 · Retained Earnings	-530,523.49
A878.9 · Fund balance - BOF	534,522.22
A878.RA · Fund balance - Cap RF	209,272.55
A878.RB · Fund balance - ERF	932,332.81
H909 · Fund Balance - Cap Bldg. Fund	187,076.67
K878.9 · Fund balance - Prop & Equip	20,491,688.22
TA881.5 · Fund Balance Pension Trust Fund	1,407,324.70
W125 · Amt needed for bond refunds	-8,260,000.00
Net Income	612,851.19
Total Equity	15,584,544.87
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>23,865,452.13</b>

## MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

November 30 through December 10, 2018

	Type	Date	Account	Amount	Balance
<b>AAA Emergency Supply Co., Inc.</b>					
	Bill	11/30/2018	A408.45 · SCBA	3,243.23	3,243.23
	Bill	12/07/2018	A408.45 · SCBA	1,155.00	4,398.23
Total AAA Emergency Supply Co., Inc.				4,398.23	4,398.23
<b>AFDSNY</b>					
	Bill	12/10/2018	A34.477 · Association Dues	500.00	500.00
Total AFDSNY				500.00	500.00
<b>Allclean Building Maintenance</b>					
	Bill	11/30/2018	A34.442 · Custodial Svc Sta 2	173.00	173.00
	Bill	11/30/2018	A34.456 · Custodial Svc New Fire House	758.00	931.00
Total Allclean Building Maintenance				931.00	931.00
<b>Almeida Oil Co.</b>					
	Bill	11/30/2018	A34.451 · Heating Oil New Fire House	2,366.63	2,366.63
Total Almeida Oil Co.				2,366.63	2,366.63
<b>Chase Card Services</b>					
	Bill	12/03/2018	A410.4 · Computer Software	4.00	4.00
	Bill	12/03/2018	A19.412 · Miscellaneous	21.73	25.73
Total Chase Card Services				25.73	25.73
<b>Corsi tire</b>					
	Bill	11/30/2018	A408.55 U145	729.60	729.60
Total Corsi tire				729.60	729.60
<b>D.P. Wolff Inc.</b>					
	Bill	12/07/2018	A407.80 · Inside Maint. New Fire House	287.40	287.40
	Bill	12/07/2018	A34.419 · Inside Maintenance Sta 2	337.50	624.90
Total D.P. Wolff Inc.				624.90	624.90
<b>Emergency Vehicle Response</b>					
	Bill	12/03/2018	A3420 · Fire Equip Purchased From ERF	8,500.00	8,500.00
Total Emergency Vehicle Response				8,500.00	8,500.00
<b>Farrell Fritz, P.C.</b>					
	Bill	11/30/2018	A34.486 · Legal, New Fire House Project	151.61	151.61
Total Farrell Fritz, P.C.				151.61	151.61
<b>Fred's Auto Repair of Briarcliff</b>					
	Bill	11/30/2018	A408.53 · Chief 2253	37.00	37.00

## MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

November 30 through December 10, 2018

	Type	Date	Account	Amount	Balance
Total Fred's Auto Repair of Briarcliff				37.00	37.00
<b>Inter-State Diagnostic, Inc.</b>					
	Bill	11/30/2018	A34.428 · Physicals	13,720.00	13,720.00
	Bill	11/30/2018	A34.428 · Physicals	405.00	14,125.00
Total Inter-State Diagnostic, Inc.				14,125.00	14,125.00
<b>Interstate Fire &amp; Safety Equipment Co, In</b>					
	Bill	12/03/2018	A407.80 · Inside Maint. New Fire House	286.00	286.00
Total Interstate Fire & Safety Equipment Co, In				286.00	286.00
<b>JP McHale Account</b>					
	Bill	12/03/2018	A34.419 · Inside Maintenance Sta 2	58.00	58.00
	Bill	12/03/2018	A407.80 · Inside Maint. New Fire House	65.00	123.00
Total JP McHale Account				123.00	123.00
<b>Loving Moments Florist, Inc.</b>					
	Bill	11/30/2018	A19.412 · Miscellaneous	75.00	75.00
Total Loving Moments Florist, Inc.				75.00	75.00
<b>Millwood Hardware</b>					
	Bill	12/07/2018	A34.443 · Maintenance Supplies	40.45	40.45
	Bill	12/07/2018	A3410 · Equipment purchases	23.84	64.29
Total Millwood Hardware				64.29	64.29
<b>Minerva Bunker Gear Cleaners of Ohio Corp</b>					
	Bill	11/30/2018	A3410.1 · Turnout gear	40.00	40.00
Total Minerva Bunker Gear Cleaners of Ohio Corp				40.00	40.00
<b>Minerva Cleaners</b>					
	Bill	11/30/2018	A408.4 · Equipment	585.20	585.20
Total Minerva Cleaners				585.20	585.20
<b>Montrose Beer &amp; Soda</b>					
	Bill	11/30/2018	A19.412 · Miscellaneous	100.00	100.00
Total Montrose Beer & Soda				100.00	100.00
<b>Municipal Emergency Services (M.E.S.)</b>					
	Bill	12/03/2018	A3410 · Equipment purchases	2,973.62	2,973.62
	Bill	12/07/2018	A3410 · Equipment purchases	7,438.75	10,412.37
Total Municipal Emergency Services (M.E.S.)				10,412.37	10,412.37
<b>New York State Assoc of Fire Chiefs</b>					

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

November 30 through December 10, 2018

Type	Date	Account	Amount	Balance
Bill	11/30/2018	A34.477 · Association Dues	175.00	175.00
Total New York State Assoc of Fire Chiefs			175.00	175.00
<b>Optimum</b>				
Bill	11/30/2018	A407.54 · Cable TV	179.22	179.22
Bill	11/30/2018	A34.437 · Cable On-Line Services	221.36	400.58
Bill	11/30/2018	A34.439 · Phone Service	238.44	639.02
Bill	11/30/2018	A34.437 · Cable On-Line Services	105.63	744.65
Total Optimum			744.65	744.65
<b>Ruscon Truck Service</b>				
Bill	11/30/2018	A408.50 · L52	1,199.41	1,199.41
Bill	11/30/2018	A408.10 · MA10	360.49	1,559.90
Total Ruscon Truck Service			1,559.90	1,559.90
<b>Sprint</b>				
Bill	11/30/2018	A34.438 · Cellular Service	342.06	342.06
Total Sprint			342.06	342.06
<b>Suburban Carting Co.</b>				
Bill	12/10/2018	A407.82 · Sanitation Svc New Fire House	128.21	128.21
Bill	12/10/2018	A34.417 · Sanitation Svc Sta 2	91.59	219.80
Total Suburban Carting Co.			219.80	219.80
<b>Verizon</b>				
Bill	12/03/2018	A34.439 · Phone Service	167.42	167.42
Total Verizon			167.42	167.42
<b>Vista Construction &amp; Landscape</b>				
Bill	12/07/2018	H305.5 · Construction-General Contractor	29,600.00	29,600.00
Bill	12/07/2018	A407.83 · Outside Maint. New Fire House	880.00	30,480.00
Bill	12/07/2018	A34.415 · Outside Maintenance Sta 2	755.00	31,235.00
Total Vista Construction & Landscape			31,235.00	31,235.00
<b>WEX Bank</b>				
Bill	12/03/2018	A408.11 · diesel	435.26	435.26
Bill	12/03/2018	A408.22 · gasoline	844.30	1,279.56
Total WEX Bank			1,279.56	1,279.56
<b>Young, Fenton, Kelsey &amp; Brown, P.C.</b>				
Bill	11/30/2018	A34.483 · Legal, District Matters	2,223.00	2,223.00

MILLWOOD FIRE DISTRICT  
Expenses by Vendor Detail

November 30 through December 10, 2018

Type	Date	Account	Amount	Balance
Total Young, Fenton, Kelsey & Brown, P.C.			2,223.00	2,223.00
<b>SUBTOTAL</b>			<b>82,021.95</b>	<b>82,021.95</b>
Rose Cohen		Payroll	1,151.72	1,151.72
Joseph P. McConnell		Payroll	733.72	733.72
Greg Santone		Payroll	392.49	392.49
EFTPS		Payroll	415.54	415.54
<b>TOTAL</b>			<b>84,715.42</b>	<b>84,715.42</b>



## MILLWOOD FIRE DISTRICT MEETING DECEMBER 10TH, 2018

The turnout gear racks were delivered to Station 2 and installed at no additional cost.

The 5" hose to replace the 25-year-old hose on Tanker 15 was delivered and will be placed on the Tanker in the near future.

The Chiefs would again like to request approval for a 24 inch "nano bubble" cleaner for the bay floors. This machine will allow us to better maintain the bay floors' cleanliness, thereby extending their life. It could be used at Station 2 as well. The technology used eliminates the need for most soaps and cleaners, as well as large amounts of water and the cost to pump and remove it, which will represent a significant savings over time to help subsidize the cost of the machine.

\$7923.75.00 PO #           

The Chiefs would like to order thirty AV 3000 HT SCBA masks with bags to begin issuing personal masks to active, interior FF's. We had hoped to secure the funding through the 2017 FEMA grant. This is the only way to ensure that a FF is wearing a compliant mask in the size that the FF was fit tested for. The mask would become part of the FF's personal PPE thus reducing cross contamination as well.

NYS Contract pricing \$8,576.40 PO # 238

We have received Tom Shand's bid analysis and recommendation of KME to manufacture our new Engine. Attorney Bill Young has approved the legal portion of the bid submission from KME and provided the wording for the permissive referendum in an amount not to exceed \$750,000. Attorney Bill Young stated that the BoFC can approve KME's submission tonight with the added wording to the effect of "pending the successful outcome of the permissive referendum."

The Chiefs would like to discuss a personnel issue, in Executive session.

For Chief Jorge Rodrigues

*Greg Santone*  
Chiefs' Aid

**RESOLUTION TO EXPEND FROM CAPITAL RESERVE FUND FOR  
VEHICLE ACQUISITION**

WHEREAS, <sup>New Castle GMC</sup> pursuant to General Municipal Law §6-g, the Millwood Fire District, Town of Millwood, County of Westchester, State of New York, did establish the Vehicle and Equipment Capital Reserve Fund to finance the cost of acquisition of replacement fire fighting vehicles or the acquisition of additional fire fighting vehicles needed to be added to the existing fleet of fire fighting vehicles of the Millwood Fire District, including, but not limited to, ladder trucks, pumpers, tankers, rescue vehicles, squads and vans; and

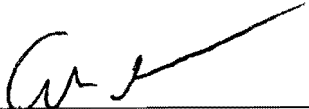
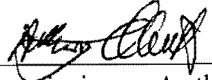
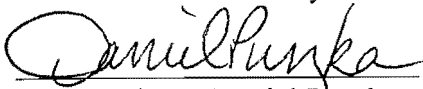
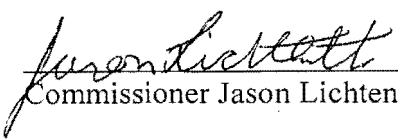
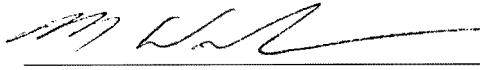
WHEREAS, the Millwood Fire District has requested bids for the purchase of a Front Line Engine fire fighting vehicle, with pump and with associated and related miscellaneous equipment pursuant to Bid Notice dated October 4, 2018; and


WHEREAS, the Millwood Fire District has accepted and awarded the bid for the acquisition by the Millwood Fire District of the Front Line Engine to KME-Bulldog Fire Apparatus.

NOW THEREFORE, BE IT RESOLVED THAT the Millwood Fire District is hereby authorized to expend from the Vehicle and Equipment Capital Reserve Fund an amount not to exceed \$750,000.00 for the purchase of a new Front Line Engine; and

IT IS FURTHER RESOLVED that this resolution and this expenditure is subject to a permissive referendum.

Dated: December 10, 2018

	Yes	No
 Chairman Alan Schapiro	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Commissioner Anthony Olenik	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Commissioner Daniel Puzka	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Commissioner Jason Lichtenthal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Commissioner Michael Wolfensohn	<input checked="" type="checkbox"/>	<input type="checkbox"/>

  
JOSEPH MCCONNELL  
SECRETARY  
BOARD OF FIRE COMMISSIONERS  
MILLWOOD FIRE COMMISSIONERS  
100 MILLWOOD RD.  
MILLWOOD, NY 10546