

Millwood Board of Fire Commissioners
Meeting Minutes December 19th, 2022

On December 19, 2022 the Millwood Board of Fire Commissioners held their regular monthly meeting at 7:35 PM in Millwood Station 1. Attending were Commissioners: Alan Schapiro, Anthony Olenik, Dan Puszka, Michael Wolfensohn and Jordan Schiffman; Treasurer Rose Cohen; Chiefs Raguso, McCarthy and Captain Greg Santone.

Chairman Schapiro called the meeting to order.

Public Comment

Representatives from AT&T made a presentation to the Board on “FirstNet” services program offered to First Responder’s

Chief’s Report (attached)

Treasurer’s Report (attached)

Work Session

A motion was made by Commissioner Olenik to accept the November 21st Regular Meeting Minutes, seconded by Commissioner Wolfensohn. All in favor.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Schapiro, to make a transfer of \$50,000 from the Budget Operating Fund to the Capital Reserve. That transfer was already budgeted for in 2022. All in favor.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Olenik, to make a transfer of unassigned funds from the Budget Operating Fund to the Equipment Reserve of \$310, 000. All in favor.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Olenik to make the following budget transfers. All in favor.

From	To	\$ Amount
A34.477 Judgements & Claims	A34.477 Association Dues	\$ 200.00
A407.1 Electricity	A407.5 Telephone/Cable	\$ 500.00
A410.3 Computer Hardware	A.410.4 Computer Software	\$ 3,100.00
A19.4 Judgement Claims	A410.3 Computer Hardware	\$ 1,000.00

Chairman Schapiro signed the HGACBuy Contract for future purchasing of fire apparatus.

The Board discussed a firearm policy for the District and it was agreed for Commissioner Schiffman will outline a final draft.

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A motion was made by Commissioner Wolfensohn, seconded by Commissioner Puzka to sign a refueling contract with the Town of New Castle DPW. All in favor.

The Board discussed the repaving of the Station 1 driveway and agreed to proceed with further research.

A motion was made by Commissioner Puzka, seconded by Commissioner Schiffman five AV 3000 HT SCBA masks under NYS contract totaling \$1,725.00. All in favor. PO# 347

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Jordan to upgrade the Station 2 computer systems at a cost of \$1,206.97. All in favor. PO # 348

The Board agreed for the District to pay for the additional MyLS flyer charge.

The Board was advised the new chief's vehicle will be delivered once the remainder of the equipment is delivered for installation.

Commissioner Puzka complimented the Chief's staff on its recent mutual aid response and the holding of birthday events for the community as a great public relations tool.

The Board inquired on the number of Sunshine Home alarms. The Chiefs explained there had been three alarms to date since the system was put on line and that any bugs have been worked out.

The Board discussed various options for cleaning and maintaining firefighter turnout gear.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Jordan to enter into Executive Session to discuss personnel matters at 9:00 PM. All in favor

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Jordan to exit Executive Session at 9:10 PM. All in favor

Commissioner Schapiro made a motion to adjourn, seconded by Commissioner Olenik. All in favor. The time 9:10 PM. All in favor.

Respectively submitted,

Joseph P. McConnell
District Secretary

MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report December 19th, 2022

Treasurer Cohen advised us that there is approximately \$8000.00 left under Equipment purchase. She suggested being cautious in case there are some outstanding invoices yet to come. With that caution in mind, the only purchase we really need to make before the end of this year is five AV 3000 HT SCBA masks @ below NYS Contract pricing.
\$345.00 each = \$1725.00 from AAA. PO # _____

For the first time in three years, the Fire Company would like to move forward with the annual Cabin Fever Cocktail Party on Saturday evening February 4th, 2023. The Chiefs would like to invite all of the Commissioners, Secretary McConnell and Treasurer Cohen.

As the end of the year approaches, the Chiefs' Staff would once again like to thank the entire Board for their continued support and encouragement. For a smaller Department, Millwood continues to set a high standard which does not go unnoticed by our neighboring Departments and throughout the County as our assistance is often under Mutual Aid. The ECHO level response arrangement has also been a success, our assistance being praised by all involved in responding. This past Sunday we were able to assist a three year old girl experiencing a febrile seizure (caused by a high fever in children) for nearly 10 minutes before the first EMS units arrived. Overall it has been a very busy year for the Fire Company in terms of training and responses which will close out at well over 300, most likely 335 + / - .

We wish everyone and their loved ones the very best throughout the Holiday season and into the new year.

For Chief Chris Raguso and the Chiefs' Staff

Greg Santone

Captain / Training Officer / CA

MILLWOOD FIRE DISTRICT
Balance Sheet
As of December 31, 2021
Dec 31, 21

ASSETS

Current Assets

Checking/Savings

A200 · Cash - Budget Operating Fund	
A200.1 · BOF Checking 4111028710	647,188.23
Total A200 · Cash - Budget Operating Fund	647,188.23
A230 · Cash - Cap RF	
A230.1 · CRF Checking 816868657	659,552.71
Total A230 · Cash - Cap RF	659,552.71
A231 · Cash - ERF	
A231.2 · ERF Checking 937110245	960,342.84
Total A231 · Cash - ERF	960,342.84
Total Checking/Savings	2,267,083.78

Other Current Assets

A200.4 · Petty Cash	145.09
Total Other Current Assets	145.09

Total Current Assets 2,267,228.87

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	780,613.00
Total K102 · Buildings & Improvements	14,790,129.17
K104 · Furnishings & Equipment	
K104.1 · New Fire House	289,309.50
K104.2 · Station 2	59,496.00
Total K104 · Furnishings & Equipment	348,805.50
K106 · Other fixed assets	
K106.1 · Vehicles	3,121,437.86
K106.2 · Equipment	481,980.00
Total K106 · Other fixed assets	3,603,417.86
Total Fixed Assets	21,104,793.12

Other Assets

A461 · Service Award Program Assets	
A461.2 · American Equity Annuity	40,163.01
A461.8 · Glens Falls National Bank	1,789,590.48
Total A461 · Service Award Program Assets	1,829,753.49
Total Other Assets	1,829,753.49

TOTAL ASSETS 25,201,775.48

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable	
A600 · *Accounts Payable	83,916.97
Total Accounts Payable	83,916.97

MILLWOOD FIRE DISTRICT

Balance Sheet

As of December 31, 2021

Dec 31, 21

Other Current Liabilities	
24000 · Payroll Liabilities	127.60
Total Other Current Liabilities	127.60
Total Current Liabilities	84,044.57
Long Term Liabilities	
W628 · Bonds Payable	7,230,000.00
Total Long Term Liabilities	7,230,000.00
Total Liabilities	7,314,044.57
Equity	
32000 · Retained Earnings	232,591.02
A878.9 · Fund balance - BOF	259,648.22
A878.RA · Fund balance - Cap RF	559,059.55
A878.RB · Fund balance - ERF	901,537.32
A895 · Restricted for LOSAP Program	1,821,252.63
A917 · Unassigned Fund Balance--LOSAP	-199,654.03
K878.9 · Fund balance - Prop & Equip	21,104,794.76
W125 · Amt needed for bond refunds	-7,230,000.00
Net Income	438,501.44
Total Equity	17,887,730.91
TOTAL LIABILITIES & EQUITY	25,201,775.48

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail

December 2022

	Type	Date	Account	Amount	Balance
AAA Emergency Supply Co., Inc.					
	Bill	12/05/2022	A408.4 - Equipment	52.00	52.00
	Bill	12/05/2022	A408.45 - SCBA	1,734.00	1,786.00
	Bill	12/12/2022	A3410 - Equipment purchases	451.00	2,237.00
	Bill	12/16/2022	A408.47 - E247	199.00	2,436.00
	Bill	12/16/2022	A408.45 - SCBA	51.00	2,487.00
	Bill	12/16/2022	A3410 - Equipment purchases	945.96	3,432.96
				<u>3,432.96</u>	<u>3,432.96</u>
Total AAA Emergency Supply Co., Inc.					
AFDSNY					
	Bill	12/01/2022	A34.477 - Association Dues	500.00	500.00
				<u>500.00</u>	<u>500.00</u>
Total AFDSNY					
Allclean Building Maintenance					
	Bill	12/01/2022	A34.456 - Custodial Svc New Fire House	1,070.00	1,070.00
	Bill	12/01/2022	A34.442 - Custodial Svc Sta 2	194.00	1,264.00
				<u>1,264.00</u>	<u>1,264.00</u>
Total Allclean Building Maintenance					
Almeida Oil Co.					
	Bill	12/16/2022	A34.451 - Heating Oil New Fire House	5,758.88	5,758.88
				<u>5,758.88</u>	<u>5,758.88</u>
Total Almeida Oil Co.					
Alpine Software Corp					
	Bill	12/01/2022	A410.4 - Computer Software	3,394.92	3,394.92
				<u>3,394.92</u>	<u>3,394.92</u>
Total Alpine Software Corp					
Chase Card Services					
	Bill	12/01/2022	A407.80 - Inside Maint. New Fire House	140.16	140.16
	Bill	12/01/2022	A19.412 - Miscellaneous	75.46	215.62
	Bill	12/01/2022	A410.4 - Computer Software	10.00	225.62
	Bill	12/01/2022	A34.471 - Office supplies & sundry	60.00	285.62
				<u>285.62</u>	<u>285.62</u>
Total Chase Card Services					
D.P. Wolff Inc.					
	Bill	12/05/2022	A407.80 - Inside Maint. New Fire House	775.69	775.69
	Bill	12/05/2022	A34.419 - Inside Maintenance Sta 2	0.00	775.69
	Bill	12/12/2022	A407.80 - Inside Maint. New Fire House	434.66	1,210.35
	Bill	12/12/2022	A34.419 - Inside Maintenance Sta 2	0.00	1,210.35
				<u>1,210.35</u>	<u>1,210.35</u>
Total D.P. Wolff Inc.					

MILLWOOD FIRE DISTRICT
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December 2022

Type	Date	Account	Amount	Balance
DeNooyer Chevrolet				
Bill	12/01/2022	A19.412 · Miscellaneous	18.00	18.00
			<u>18.00</u>	<u>18.00</u>
Total DeNooyer Chevrolet				
Eagle Diesel				
Bill	12/19/2022	A408.50 · L52	778.75	778.75
			<u>778.75</u>	<u>778.75</u>
Total Eagle Diesel				
Fred A Cook, Jr. Inc				
Bill	12/05/2022	A407.80 · Inside Maint. New Fire House	1,108.28	1,108.28
			<u>1,108.28</u>	<u>1,108.28</u>
Total Fred A Cook, Jr. Inc				
Gear Wash				
Bill	12/12/2022	A408.01 · Maintenance & Repair	1,561.50	1,561.50
			<u>1,561.50</u>	<u>1,561.50</u>
Total Gear Wash				
Hopewell Fire Apparatus Service Co.				
Bill	12/12/2022	A408.15 · T15	87.40	87.40
Bill	12/12/2022	A408.50 · L52	3,266.15	3,353.55
Bill	12/12/2022	A408.47 · E247	38.00	3,391.55
Bill	12/12/2022	A408.36 · R36	37.00	3,428.55
Bill	12/12/2022	A408.48 · E248	366.28	3,794.83
			<u>3,794.83</u>	<u>3,794.83</u>
Total Hopewell Fire Apparatus Service Co.				
Inter-State Diagnostic, Inc.				
Bill	12/01/2022	A34.428 · Physicals	18,085.00	18,085.00
Bill	12/16/2022	A34.428 · Physicals	790.00	18,875.00
			<u>18,875.00</u>	<u>18,875.00</u>
Total Inter-State Diagnostic, Inc.				
JP McHale Account				
Bill	12/05/2022	A34.419 · Inside Maintenance Sta 2	95.00	95.00
Bill	12/05/2022	A407.80 · Inside Maint. New Fire House	95.00	190.00
			<u>190.00</u>	<u>190.00</u>
Total JP McHale Account				
Lantegrity Consulting Group				
Bill	12/12/2022	A410.3 · Computer Hardware	483.98	483.98
Bill	12/12/2022	A34.480 · Consultants	375.00	858.98
			<u>858.98</u>	<u>858.98</u>
Total Lantegrity Consulting Group				
Maduras, Devin				
Bill	12/05/2022	A19.412 · Miscellaneous	100.00	100.00
			<u>100.00</u>	<u>100.00</u>

MILLWOOD FIRE DISTRICT
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December 2022

	Type	Date	Account	Amount	Balance
Total Maduras, Devin				100.00	100.00
Matra Motors Inc					
	Bill	12/05/2022	A408.51 · Chief 2251	6,716.00	6,716.00
	Bill	12/19/2022	A408.44 · U44	195.84	6,911.84
				6,911.84	6,911.84
Total Matra Motors Inc					
McCarthy, Diane					
	Bill	12/05/2022	A19.412 · Miscellaneous	100.00	100.00
				100.00	100.00
Total McCarthy, Diane					
Mead, Kathi					
	Bill	12/05/2022	A19.412 · Miscellaneous	100.00	100.00
				100.00	100.00
Total Mead, Kathi					
Metrocom Wireless					
	Bill	12/05/2022	A3410 · Equipment purchases	360.00	360.00
	Bill	12/05/2022	A408.3 · Radio Maintenance	405.00	765.00
				765.00	765.00
Total Metrocom Wireless					
MetTel Acct 0100413954					
	Bill	12/01/2022	A34.439 · Phone Service	107.18	107.18
				107.18	107.18
Total MetTel Acct 0100413954					
Millwood Hardware					
	Bill	12/05/2022	A34.443 · Maintenance Supplies	83.50	83.50
	Bill	12/05/2022	A408.3 · Radio Maintenance	49.24	132.74
	Bill	12/05/2022	A19.412 · Miscellaneous	62.74	195.48
				195.48	195.48
Total Millwood Hardware					
Motorola					
	Bill	12/16/2022	A3410 · Equipment purchases	10,439.82	10,439.82
				10,439.82	10,439.82
Total Motorola					
New York Power Authority Acct 2363579					
	Bill	12/12/2022	A34.450 · Electricity New Fire House	1,928.76	1,928.76
	Bill	12/12/2022	A34.449 · Electricity Station 2	498.23	2,426.99
				2,426.99	2,426.99
Total New York Power Authority Acct 2363579					
New York State Assoc of Fire Chiefs					
	Bill	12/05/2022	A34.477 · Association Dues	45.00	45.00
				45.00	45.00
Total New York State Assoc of Fire Chiefs					

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail

December 2022

	Type	Date	Account	Amount	Balance
On Spot Scales					
Total On Spot Scales	Bill	12/01/2022	A408.40 · testing	1,000.00	1,000.00
Open Systems Metro					
Total Open Systems Metro	Bill	12/05/2022	A407.80 · Inside Maint. New Fire House	1,818.76	1,818.76
Optimum					
	Bill	12/01/2022	A34.437 · Cable On-Line Services	223.88	223.88
	Bill	12/01/2022	A407.54 · Cable TV	205.94	429.82
	Bill	12/01/2022	A34.439 · Phone Service	209.57	639.39
	Bill	12/01/2022	A34.437 · Cable On-Line Services	105.72	745.11
Total Optimum				745.11	745.11
Paraco Gas Corporation					
Total Paraco Gas Corporation	Bill	12/16/2022	A407.23 · Propane	191.82	191.82
Partners In Safety, Inc.					
Total Partners In Safety, Inc.	Bill	12/12/2022	A34.428 · Physicals	215.00	215.00
Peak Power Systems					
Total Peak Power Systems	Bill	12/12/2022	A407.79 · house generators	871.25	871.25
Rich, Sue					
Total Rich, Sue	Bill	12/05/2022	A19.412 · Miscellaneous	100.00	100.00
Rocky's Millwood Deli					
Total Rocky's Millwood Deli	Bill	12/12/2022	A19.412 · Miscellaneous	1,037.69	1,037.69
Sprint					
Total Sprint	Bill	12/01/2022	A34.438 · Cellular Service	400.13	400.13
Staples Credit Plan					
Total Staples Credit Plan	Bill	12/19/2022	A34.471 · Office supplies & sundry	396.19	396.19

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail

December 2022

Type	Date	Account	Amount	Balance
Suburban Carting Co.				
Bill	12/12/2022	A407.82 - Sanitation Svc New Fire House	133.97	133.97
Bill	12/12/2022	A34.417 - Sanitation Svc Sta 2	32.86	166.83
			166.83	166.83
Total Suburban Carting Co.				
Technical Fire Services				
Bill	12/12/2022	A408.40 - testing	2,360.00	2,360.00
			2,360.00	2,360.00
Total Technical Fire Services				
Verizon				
Bill	12/05/2022	A34.439 - Phone Service	72.63	72.63
			72.63	72.63
Total Verizon				
WEX Bank				
Bill	12/01/2022	A408.11 - diesel	1,237.44	1,237.44
Bill	12/01/2022	A408.22 - gasoline	1,255.55	2,492.99
			2,492.99	2,492.99
			76,091.78	76,091.78
		Payroll	1,644.46	1,644.46
		Payroll	1,528.88	1,528.88
		Payroll	480.22	480.22
		Payroll	799.32	799.32
			80,544.66	80,544.66
TOTAL				