

Millwood Board of Fire Commissioners
Meeting Minutes February 20, 2023

On February 20th, 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; Chiefs Christopher Raguso and Captain Greg Santone.

Chairman Schapiro called the meeting to order.

Public Comment - None

Chief's Report (attached)

Treasurer's Report (attached)

Work Session

A motion was made by Commissioner Olenik, seconded by Commissioner Schiffman to accept the January 23rd, 2023 Regular Meeting Minutes. All in favor.

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

FROM		TO	
Account	Amount \$	Account	Amount \$
A407.6 Maintenance Buildings & Gounds	\$ 17,000.00	A34.464 Officer's Bond	\$ 856.00
		A34.466 General Liability	\$ 10,025.00
		A96.800 Accident & Health	\$ 6,119.00

A motion was made by Commissioner Olenik, seconded by Commissioner Wolfensohn, to accept the Annual Financial Report Updated Document for the fiscal year ending December 31, 2022. All in favor.

The Board agreed to hold a public hearing on Monday March 27th, 2023 for public comments regarding a proposed tax exemption for Millwood Firefighters.

The Board reviewed the proposed 2022 LOSAP firefighter points which were posted in Station 1.

The Board approved the Chief's request to hold the Annual Fire Department Inspection on Saturday April 29th, 2023.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Schapiro to adopt the Millwood Fire District Weapons Policy with an amendment for adding gun lock boxes to the Chiefs vehicles. All in favor.

Millwood Board of Fire Commissioners
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A motion was made by Commissioner Puszka, seconded by Commissioner Wolfensohn to start the process for replacing the 2017 Chevrolet Tahoe. All in favor.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Puszka to purchase six high band Minitor pagers at \$425.00 each totally \$2,550.00.00 from Leavitt Communications. All in favor. PO# 351

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Schapiro to enter into Executive Session to discuss personnel matters at 8:40 PM. All in favor

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Schapiro to exit Executive Session at 8:57 PM. All in favor

Commissioner Wolfensohn made a motion to adjourn, seconded by Commissioner Schapiro. All in favor. The time 8:57 PM. All in favor.

Respectively submitted,

Joseph P. McConnell
District Secretary

Correspondence: Inter-State Diagnostic re: Michael Horan

MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report February 20th, 2023

We would like to start the arrangements for holding our Annual Inspection on Saturday evening April 29th.

We would like to start the process for replacing the 2017 Chiefs vehicle which is now more than six years old and has more than 80 K miles. The cost of the 2023 vehicle on NYS bid (52K +/-) plus the buildout would be approximately \$85,000.00.

We would like to purchase six new Minitor 6 high band pagers at a cost of \$425.00 each from Leavitt Communications = \$2550.00 PO # _____

For Chief Chris Raguso and the Chiefs' Staff

Greg Santone
Captain / Training Officer / CA

MILLWOOD FIRE DISTRICT
Balance Sheet
 As of January 31, 2023
Jan 31, 23

ASSETS

Current Assets

Checking/Savings

A200 · Cash - Budget Operating Fund	
A200.1 · BOF Checking 4111028710	407,491.78
Total A200 · Cash - Budget Operating Fund	<u>407,491.78</u>
A230 · Cash - Cap RF	
A230.1 · CRF Checking 816868657	712,070.45
Total A230 · Cash - Cap RF	<u>712,070.45</u>
A231 · Cash - ERF	
A231.2 · ERF Checking 937110245	1,428,563.60
Total A231 · Cash - ERF	<u>1,428,563.60</u>
Total Checking/Savings	<u>2,548,125.83</u>

Other Current Assets

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

Total Current Assets 2,548,392.57

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 25,423,611.95

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable	
A600 · *Accounts Payable	22,139.98
Total Accounts Payable	<u>22,139.98</u>

1:48 PM
02/20/23
Accrual Basis

MILLWOOD FIRE DISTRICT

Balance Sheet

As of January 31, 2023

Jan 31, 23

Other Current Liabilities	
24000 · Payroll Liabilities	75.11
Total Other Current Liabilities	75.11
Total Current Liabilities	22,215.09
Long Term Liabilities	
W628 · Bonds Payable	6,755,000.00
Total Long Term Liabilities	6,755,000.00
Total Liabilities	6,777,215.09
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	-96,069.65
Total Equity	18,646,396.86
TOTAL LIABILITIES & EQUITY	25,423,611.95

MILLWOOD FIRE DISTRICT
Balance Sheet
 As of January 31, 2023
Jan 31, 23

ASSETS

Current Assets

Checking/Savings

A200 · Cash - Budget Operating Fund
 A200.1 · BOF Checking 4111028710 407,491.78

Total A200 · Cash - Budget Operating Fund 407,491.78

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 A230.1 · CRF Checking 816868657 712,070.45

Total A230 · Cash - Cap RF 712,070.45

A231 · Cash - ERF
 A231.2 · ERF Checking 937110245 1,428,563.60

Total A231 · Cash - ERF 1,428,563.60

Total Checking/Savings 2,548,125.83

Other Current Assets

A200.4 · Petty Cash 266.74

Total Other Current Assets 266.74

Total Current Assets 2,548,392.57

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 14,800,485.17

K104 · Furnishings & Equipment

K104.1 · New Fire House 289,309.50

K104.2 · Station 2 66,734.00

Total K104 · Furnishings & Equipment 356,043.50

K106 · Other fixed assets

K106.1 · Vehicles 3,168,763.36

K106.2 · Equipment 483,310.00

Total K106 · Other fixed assets 3,652,073.36

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 1,704,176.76

Total Other Assets 1,704,176.76

TOTAL ASSETS 25,423,611.95

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

A600 · *Accounts Payable 22,139.98

Total Accounts Payable 22,139.98

MILLWOOD FIRE DISTRICT

Balance Sheet

As of January 31, 2023

Jan 31, 23

Other Current Liabilities	
24000 · Payroll Liabilities	75.11
Total Other Current Liabilities	<u>75.11</u>
Total Current Liabilities	22,215.09
Long Term Liabilities	
W628 · Bonds Payable	6,755,000.00
Total Long Term Liabilities	<u>6,755,000.00</u>
Total Liabilities	6,777,215.09
Equity	
32000 · Retained Earnings	984,576.56
A599 · Appropriated Fund Balance-BOF	68,467.97
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K878.9 · Fund balance - Prop & Equip	21,171,044.26
W125 · Amt needed for bond refunds	-6,755,000.00
Net income	-96,069.65
Total Equity	<u>18,646,396.86</u>
TOTAL LIABILITIES & EQUITY	<u><u>25,423,611.95</u></u>

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail
January 24 through February 20, 2023

Type	Date	Account	Amount	Balance
AAA Emergency Supply Co., Inc.				
Bill	02/17/2023	A408.45 · SCBA	51.00	51.00
			51.00	51.00
Total AAA Emergency Supply Co., Inc.				
Allclean Building Maintenance				
Bill	02/01/2023	A34.456 · Custodial Svc New Fire House	1,070.00	1,070.00
Bill	02/01/2023	A34.442 · Custodial Svc Sta 2	194.00	1,264.00
			1,264.00	1,264.00
Total Allclean Building Maintenance				
Almeida Oil Co.				
Bill	02/17/2023	A34.447 · Heating oil Station 2	2,577.50	2,577.50
Bill	02/17/2023	A34.451 · Heating Oil New Fire House	5,758.50	8,336.00
			8,336.00	8,336.00
Total Almeida Oil Co.				
Appraisal Affiliates inc				
Bill	02/13/2023	A34.484 · Audit	1,500.00	1,500.00
			1,500.00	1,500.00
Total Appraisal Affiliates inc				
Chase Card Services				
Bill	02/01/2023	A407.80 · Inside Maint. New Fire House	152.99	152.99
Bill	02/01/2023	A34.471 · Office supplies & sundry	97.00	249.99
Bill	02/01/2023	A410.4 · Computer Software	318.99	568.98
Bill	02/01/2023	A19.412 · Miscellaneous	58.94	627.92
Bill	02/01/2023	A408.50 · L52	202.92	830.84
			830.84	830.84
Total Chase Card Services				
D.P. Wolff Inc.				
Bill	02/13/2023	A407.80 · Inside Maint. New Fire House	940.00	940.00
Bill	02/13/2023	A34.419 · Inside Maintenance Sta 2	0.00	940.00
			940.00	940.00
Total D.P. Wolff Inc.				
FDM Preferred Insurance Company, Inc				
Bill	01/30/2023	A94.800 · Worker's Comp Ins	42,716.00	42,716.00
			42,716.00	42,716.00
Total FDM Preferred Insurance Company, Inc				
Fred A Cook, Jr. Inc				
Bill	02/17/2023	A407.83 · Outside Maint. New Fire House	262.50	262.50
			262.50	262.50
Total Fred A Cook, Jr. Inc				
Hopewell Fire Apparatus Service Co.				
Bill	02/13/2023	A408.15 · T15	152.10	152.10

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail
January 24 through February 20, 2023

	Type	Date	Account	Amount	Balance
Total Hopewell Fire Apparatus Service Co.				152.10	152.10
Hubbinette-Cowell Assoc. Inc.					
	Bill	11/15/2022	A34.466	226.00	226.00
	Bill	12/19/2022	A34.464	928.00	928.00
	Bill	12/19/2022	A34.466	14,866.98	14,866.98
	Bill	12/19/2022	A96.800	6,119.00	6,119.00
				<u>22,139.98</u>	<u>22,139.98</u>
Total Hubbinette-Cowell Assoc.Inc.					
Interstate Fire & Safety Equipment Co, In					
	Bill	02/13/2023	A407.80 · Inside Maint. New Fire House	482.00	482.00
				<u>482.00</u>	<u>482.00</u>
Total Interstate Fire & Safety Equipment Co, In					
JP McHale Account					
	Bill	02/06/2023	A34.419 · Inside Maintenance Sta 2	95.00	95.00
	Bill	02/06/2023	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	02/17/2023	A410.3 · Computer Hardware	1,206.97	1,206.97
	Bill	02/17/2023	A34.480 · Consultants	2,531.25	3,738.22
				<u>3,738.22</u>	<u>3,738.22</u>
Total Lantegrity Consulting Group					
Matra Motors Inc					
	Bill	02/13/2023	A408.52 · Chief 2252	37.00	37.00
				<u>37.00</u>	<u>37.00</u>
Total Matra Motors Inc					
McCarthy, Robert C.					
	Check	02/17/2023	A34.438 · Cellular Service	141.23	141.23
				<u>141.23</u>	<u>141.23</u>
Total McCarthy, Robert C.					
Metrocom Wireless					
	Bill	02/17/2023	A3410 · Equipment purchases	229.00	229.00
				<u>229.00</u>	<u>229.00</u>
Total Metrocom Wireless					
MetTel Acct 0100413954					
	Bill	02/01/2023	A34.439 · Phone Service	107.05	107.05
				<u>107.05</u>	<u>107.05</u>
Total MetTel Acct 0100413954					
Millwood Hardware					
	Bill	02/08/2023	A3410 · Equipment purchases	144.27	144.27
	Bill	02/08/2023	A407.80 · Inside Maint. New Fire House	194.40	338.67
				<u>194.40</u>	<u>338.67</u>

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail
January 24 through February 20, 2023

	Type	Date	Account	Amount	Balance
Total Millwood Hardware				338.67	338.67
Municipal Emergency Services (M.E.S.)					
	Bill	02/13/2023	A3410 · Equipment purchases	521.92	521.92
	Bill	02/17/2023	A3410.1 · Turnout gear	695.00	1,216.92
				1,216.92	1,216.92
Total Municipal Emergency Services (M.E.S.)					
New York Power Authority Acct 2363579					
	Bill	02/13/2023	A34.450 · Electricity New Fire House	1,999.99	1,999.99
	Bill	02/13/2023	A34.449 · Electricity Station 2	600.77	2,600.76
				2,600.76	2,600.76
Total New York Power Authority Acct 2363579					
Nicks Electric Service of NY, LLC.					
	Bill	02/17/2023	A407.80 · Inside Maint. New Fire House	495.00	495.00
				495.00	495.00
Total Nicks Electric Service of NY, LLC.					
Nite Beam Products, LLC					
	Bill	02/01/2023	A3410 · Equipment purchases	373.40	373.40
				373.40	373.40
Total Nite Beam Products, LLC					
NJ E-Z Pass					
	Bill	02/17/2023	A19.412 · Miscellaneous	110.85	110.85
				110.85	110.85
Total NJ E-Z Pass					
Optimum					
	Bill	02/01/2023	A34.437 · Cable On-Line Services	105.72	105.72
	Bill	02/01/2023	A407.54 · Cable TV	205.94	311.66
	Bill	02/01/2023	A34.437 · Cable On-Line Services	223.88	535.54
	Bill	02/01/2023	A34.439 · Phone Service	210.88	746.42
				746.42	746.42
Total Optimum					
Paraco Gas Corporation					
	Bill	02/17/2023	A407.23 · Propane	237.69	237.69
				237.69	237.69
Total Paraco Gas Corporation					
Pinsky Law Group, PLLC					
	Bill	02/01/2023	A34.483 · Legal, District Matters	195.00	195.00
				195.00	195.00
Total Pinsky Law Group, PLLC					
RFC Emergency Lighting					
	Bill	02/17/2023	A408.51 · Chief 2251	908.30	908.30
				908.30	908.30
Total RFC Emergency Lighting					

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail
January 24 through February 20, 2023

Type	Date	Account	Amount	Balance
Sprint				
Bill	02/01/2023	A34.438 · Cellular Service	359.73	359.73
			359.73	359.73
Total Sprint				
Staples Credit Plan				
Bill	02/17/2023	A34.471 · Office supplies & sundry	1,092.92	1,092.92
			1,092.92	1,092.92
Total Staples Credit Plan				
Suburban Carting Co.				
Bill	02/06/2023	A407.82 · Sanitation Svc New Fire House	133.97	133.97
Bill	02/06/2023	A34.417 · Sanitation Svc Sta 2	65.72	199.69
			199.69	199.69
Total Suburban Carting Co.				
U.S. Treasury				
Deposit	02/17/2023	A2701 · Refund	-997.63	-997.63
			-997.63	-997.63
Total U.S. Treasury				
Verizon				
Bill	02/01/2023	A34.439 · Phone Service	73.83	73.83
			73.83	73.83
Total Verizon				
WEX Bank				
Bill	02/01/2023	A408.11 · diesel	883.58	883.58
Bill	02/01/2023	A408.22 · gasoline	1,206.22	2,089.80
			2,089.80	2,089.80
			93,158.27	93,158.27
			2,454.17	2,454.17
		Payroll	1,063.02	1,063.02
		Joseph P. McConnell	498.69	498.69
		Greg Santone	923.10	923.10
		EFTPS	98,097.25	98,097.25
TOTAL				