

Millwood Board of Fire Commissioners
Meeting Minutes February 24th, 2020

On February 24, 2020 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 and Michael Wolfensohn; Secretary Joseph McConnell, Treasurer Rose Cohen, Chief Jan Swank, 1st Assistant Chief Frank Nestro and Chief's Aid Greg Santone.

Chairman Schapiro called the meeting to order.

Public Comment

No public comments.

Attending the meeting was Town Councilman Jason Lichtenthal

Chief's Report (attached)

Treasurer's Report (attached)

Work Session

A motion was made by Commissioner Olenik to accept the January 27th, 2020 Regular Meeting Minutes, the motion was seconded by Chairman Schapiro. All in favor.

A motion was made by Commissioner Wolfensohn to accept the Treasurer's Annual Financial Update Document, the motion was seconded by Commissioner Olenik. All in favor.

The Board instructed the District Secretary to post the 2019 Length of Service Awards at Station 1 and 2.

The Board declined the Town of New Castle's request for the Millwood Fire District to provide fire protection to the Northern Fire District due to manpower concerns.

Chief's Aid Santone updated the Board on the options for replacing the Station 1 camera and door security system. He will update the Board at the March meeting. The Board asked CA Santone to include installing cameras at Station 2 as part the proposal.

A motion was made by Commissioner Wolfensohn to extend the D.W. Wolf, Inc HVAC contract for an additional year, seconded by Commissioner Olenik. All in favor.

A motion was made by Commissioner Olenik to declare Utility # 145 as a surplus vehicle and available for sale, seconded by Commissioner Puszka. All in favor.

A motion was made by Commissioner Puszka to purchase a Hurst E-Draulic Rescue tool for the new E-247 under NY State contract of \$10,382.47 from MES Fire, seconded by Commissioner Olenik. All in favor. PO # 276

A motion was made by Commissioner Puszka to purchase rope and hardware under NYS contract for \$1,242.22 from MES Fire, seconded by Commissioner Wolfensohn. All in favor. PO # 277

The Board gave permission to investigate storing the Ossining Volunteer Ambulance Corps ATV at Station 2.

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The Board granted the Millwood Fire Department Ladies Auxiliary permission to investigate the feasibility for building an outside sitting area at Station 1.

A motion was made by Commissioner Wolfensohn to move into executive session to discuss personnel matters, seconded by Commissioner Puszka at 8:25 PM.

The Board exited executive session at 8:35 PM

Commissioner Wolfensohn made a motion to adjourn. Seconded by Commissioner Olenik. All in favor. The time 8:45 PM.

Joseph P. McConnell
District Secretary

Correspondence: Westchester County Board of Election re: Primary Voting April 28, 2020 Station 2

MILLWOOD FIRE DISTRICT

Balance Sheet

As of January 31, 2020

Jan 31, 20

MASTER

ASSETS

Current Assets

Checking/Savings

A200 · Cash - Budget Operating Fund	
A200.1 · BOF Checking 4111028710	436,489.26
Total A200 · Cash - Budget Operating Fund	436,489.26
A230 · Cash - Cap RF	
A230.1 · CRF Checking 816868657	559,131.55
Total A230 · Cash - Cap RF	559,131.55
A231 · Cash - ERF	
A231.2 · ERF Checking 937110245	901,651.89
Total A231 · Cash - ERF	901,651.89
Total Checking/Savings	1,897,272.70
Total Current Assets	1,897,272.70

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	2,681,863.86
K106.2 · Equipment	419,441.00
Total K106 · Other fixed assets	3,101,304.86
K109.1 · Construction in Progress-Trucks	57,544.00
Total Fixed Assets	20,660,224.12

Other Assets

TA · LOSAP	
TA461.2 · American Equity Annuity	38,992.69
TA461.8 · Glens Falls NB Cash	143,157.75
TA461.9 · Glens Falls NB Invest. at MV	1,454,027.37
Total TA · LOSAP	1,636,177.81
Total Other Assets	1,636,177.81

TOTAL ASSETS

24,193,674.63

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable	
A600 · *Accounts Payable	1,749.90
Total Accounts Payable	1,749.90

MILLWOOD FIRE DISTRICT

Balance Sheet

As of January 31, 2020

Jan 31, 20

Other Current Liabilities	
24000 · Payroll Liabilities	126.77
Total Other Current Liabilities	<u>126.77</u>
Total Current Liabilities	1,876.67
Long Term Liabilities	
W628 · Bonds Payable	7,910,000.00
Total Long Term Liabilities	<u>7,910,000.00</u>
Total Liabilities	7,911,876.67
Equity	
32000 · Retained Earnings	601,841.19
A878.9 · Fund balance - BOF	624,380.22
A878.RA · Fund balance - Cap RF	259,520.55
A878.RB · Fund balance - ERF	344,012.32
H909 · Fund Balance - Cap Bldg. Fund	104,767.67
K878.9 · Fund balance - Prop & Equip	20,660,225.76
TA881.5 · Fund Balance Pension Trust Fund	1,636,177.60
W125 · Amt needed for bond refunds	-7,910,000.00
Net Income	<u>-39,127.35</u>
Total Equity	16,281,797.96
TOTAL LIABILITIES & EQUITY	<u><u>24,193,674.63</u></u>

MILLWOOD FIRE DISTRICT

Expenses by Vendor Detail

February 1 - 24, 2020

Type	Date	Account	Amount	Balance
AAA Emergency Supply Co., Inc.				
Bill	02/18/2020	A408.45 · SCBA	695.28	695.28
			695.28	695.28
Total AAA Emergency Supply Co., Inc.				
Adirondack Fire Equipment				
Bill	02/22/2020	A19.412 · Miscellaneous	1,499.50	1,499.50
			1,499.50	1,499.50
Total Adirondack Fire Equipment				
Advance Auto Parts				
Bill	02/18/2020	A408.44 · UJ44	38.07	38.07
			38.07	38.07
Total Advance Auto Parts				
Almeida Oil Co.				
Bill	02/12/2020	A34.451 · Heating Oil New Fire House	3,125.25	3,125.25
			3,125.25	3,125.25
Total Almeida Oil Co.				
Chase Card Services				
Bill	02/03/2020	A410.3 · Computer Hardware	15.94	15.94
Bill	02/03/2020	A3410 · Equipment purchases	285.26	301.20
Bill	02/03/2020	A407.80 · Inside Maint. New Fire House	84.00	385.20
Bill	02/03/2020	A410.4 · Computer Software	370.69	755.89
Bill	02/03/2020	A19.412 · Miscellaneous	30.16	786.05
			786.05	786.05
Total Chase Card Services				
Elmsford Fire Dept.				
Bill	02/18/2020	A402.2 · Training	280.00	280.00
			280.00	280.00
Total Elmsford Fire Dept.				
Emergency Vehicle Response				
Bill	02/24/2020	A3420 · Fire Equip Purchased From ERF	5,500.00	5,500.00
			5,500.00	5,500.00
Total Emergency Vehicle Response				
Fire-End & Croker Corp				
Bill	02/10/2020	A3410 · Equipment purchases	439.00	439.00
			439.00	439.00
Total Fire-End & Croker Corp				
Fire Rescue Equipment NW, LLC				
Bill	02/18/2020	A3410 · Equipment purchases	180.00	180.00
			180.00	180.00
Total Fire Rescue Equipment NW, LLC				
First Responder Warning Systems LLC				
Bill	02/18/2020	A408.48 · E248	595.00	595.00
			595.00	595.00
Total First Responder Warning Systems LLC				

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail
February 1 - 24, 2020

Type	Date	Account	Amount	Balance
Total First Responder Warning Systems LLC				
		Glatfelter Claims Management, Inc.		
Deposit	02/09/2020	A2680 · Insurance recoveries	595.00	595.00
		Journal News		
		Total Glatfelter Claims Management, Inc.	-250.00	-250.00
		Journal News		
		Total Journal News	-250.00	-250.00
Total Journal News				
Bill	02/18/2020	A406 · Legal Notices	116.00	116.00
		JP McHale Account		
		Total Journal News	116.00	116.00
Total JP McHale Account				
Bill	02/10/2020	A34.419 · Inside Maintenance Sta 2	58.00	58.00
Bill	02/10/2020	A407.80 · Inside Maint. New Fire House	65.00	123.00
		Lantegrity Consulting Group		
		Total Lantegrity Consulting Group	123.00	123.00
Total Lantegrity Consulting Group				
Bill	02/22/2020	A34.480 · Consultants	2,303.98	2,303.98
Bill	02/24/2020	A34.480 · Consultants	450.00	2,753.98
		New York Power Authority Acct 2363579		
		Total Lantegrity Consulting Group	2,753.98	2,753.98
Total Lantegrity Consulting Group				
Bill	02/12/2020	A34.450 · Electricity New Fire House	2,887.60	2,887.60
Bill	02/12/2020	A34.449 · Electricity Station 2	551.50	3,439.10
		Paraco Gas Corporation		
		Total New York Power Authority Acct 2363579	3,439.10	3,439.10
Total Paraco Gas Corporation				
Bill	02/10/2020	A407.23 · Propane	125.44	125.44
		Partners In Safety, Inc.		
		Total Partners In Safety, Inc.	125.44	125.44
Total Partners In Safety, Inc.				
Bill	02/12/2020	A34.428 · Physicals	375.00	375.00
		Santone, Greg		
		Total Partners In Safety, Inc.	375.00	375.00
Total Partners In Safety, Inc.				
Check	02/10/2020	A408.11 · diesel	45.98	45.98
Check	02/10/2020	A19.412 · Miscellaneous	383.15	429.13
		Santone, Greg		
		Total Santone, Greg	429.13	429.13
Total Santone, Greg				
Staples Credit Plan				
Bill	02/22/2020	A34.471 · Office supplies & sundry	49.16	49.16
		Staples Credit Plan		
		Total Staples Credit Plan	49.16	49.16
Total Staples Credit Plan				
		Suburban Carting Co.		
		Total Staples Credit Plan	49.16	49.16
Total Staples Credit Plan				

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail

February 1 - 24, 2020

Type	Date	Account	Amount	Balance
Bill	02/10/2020	A407.82 · Sanitation Svc New Fire House	128.21	128.21
Bill	02/10/2020	A34.417 · Sanitation Svc Sta 2	31.45	159.66
			159.66	159.66
Deposit	02/22/2020	A2665 · Sales of Fixed Assets	-15,000.00	-15,000.00
			-15,000.00	-15,000.00
Bill	02/03/2020	A34.439 · Phone Service	68.51	68.51
			68.51	68.51
Bill	02/03/2020	A408.11 · diesel	460.62	460.62
Bill	02/03/2020	A408.22 · gasoline	714.47	1,175.09
			1,175.09	1,175.09
			6,702.22	6,702.22
			1,579.30	1,579.30
			928.09	928.09
			461.75	461.75
			594.86	594.86
			10,266.22	10,266.22

Total Suburban Carting Co.

Travis S Fillmore

Total Travis S Fillmore

Verizon

Total Verizon

WEX Bank

Total WEX Bank

SUBTOTAL

Rose A Cohen

Joseph P. McConnell

Greg Santone

EFTPS

TOTAL

MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report February 24th, 2020

The Chiefs staff hopes that the Commissioners who were able to attend the Chiefs Cabin Fever Party last weekend enjoyed themselves.

MA-10 still continues to run very well with no problems to date.

The Truck Committee, Commissioner Dan Puszka, and Consultant Tom Shand made a final KME factory visit on Friday February 21st. The new Engine 247 is complete and satisfactory with some very minor corrections to be made. The truck will now go to the Bulldog facility near Albany for the mounting of all equipment over the next few weeks.

The Chiefs would like to move forward with the purchase of the new Hurst E-Draulic Rescue tool for the new E-247 as the power unit and tools currently in use are 30 + years old. NY State Contract price of \$10,382.47 from MES. PO # _____

The Chiefs would like permission to participate in 5 parades in 2020:
Memorial Day 5/25, Pleasantville 5/29, Armonk 6/13, Mt. Kisco 7/10, Ossining 9/19.

The Chiefs would like the BoFC to consider allowing Ossining EMS to store their Emergency response ATV in the spare bay at Station 2. They would need access to the unit which would also be made available for our use as well. If the Commissioners would consider this arrangement the exact details would have to be worked out.

The Ladies Auxiliary would like to beautify the sitting area outside the main entrance at Station 1. Their idea is to offer the engraving of bricks for a donation and then use the bricks and additional funds to create a decorative ground cover in place of the wild grass plantings that remain dormant and brown for 4-6 months each year. The Ladies also want to construct a small center piece with a firematic theme, perhaps a maltese cross. All work and materials would be at no cost to the District. The bricks could be arranged in such a way as to maintain permeability.

CPR/AED is scheduled for this Tuesday evening 2/25, 7-9PM Defensive Driving is scheduled for this Saturday 2/29, 9AM – 3PM.

The Chiefs Staff would like permission to start making the arrangements for the 2020 Annual Inspection on Saturday April 25th.

For Chief Jan Schwark,

Greg Santone
Chiefs' Aid