

## Millwood Board of Fire Commissioners Meeting Minutes January 22, 2024

On January 22, 2024 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; Deputy Treasurer Vicki Gillespie; Chief Rodrigues, Assistant Chiefs Robert McCarthy and Greg Santone.

Chairman Schapiro called the meeting to order.

### Public Comment

Chief Tim Harrington of the Purchase Fire Department shared their experience housing volunteer firefighters at the Purchase Firehouse. The Board discussed with the Chief the pros and cons for providing housing in regards to fire response, resident requirements/guidelines and impact on the District's ISO rating.

**Chief's Report** (attached)

**Treasurer's Report** (attached)

### Work Session

A motion was made by Commissioner Olenik, seconded by Commissioner Schiffman to approve the January 9, 2024 Organizational Meeting Minutes. All in favor.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Olenik to pay for the Deputy Treasurer to take an Intuit online course at a cost of \$600.00. All in favor.

A motion was made by Commissioner Olenik, seconded by Commissioner Wolfensohn, to pay for the Deputy Treasurer to take the NYS Association of Fire District's treasurer class at a cost of \$125.00. All in favor.

Commissioner Puszka suggested the District add to the firefighter's annual physical exam a full body scans with an estimate cost of \$395.95 per patient. Chiefs to investigate the availability of service with current vendor.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Olenik, to approve the following dates for the Annual Inspection April 27, 2024; 100<sup>th</sup> Anniversary September 13<sup>th</sup> & 14<sup>th</sup>, 2024 and 2024 Parade Schedule. All in favor.

#### Fire Company 2024 Parade Schedule

|                  |                                 |
|------------------|---------------------------------|
| Memorial Day     | Monday May 27 <sup>th</sup>     |
| Pleasantville FD | Friday May 31 <sup>st</sup>     |
| Katonah FD       | Wednesday June 5 <sup>th</sup>  |
| Yorktown FD      | Wednesday June 26 <sup>th</sup> |
| Mt. Kisco FD     | Friday July 13 <sup>th</sup>    |
| Ossining FD      | Friday August 2 <sup>nd</sup>   |

A motion made by Commissioner Wolfensohn, seconded by Commissioner Puszka, to allocate \$6,000.00 to the Fire Company to cover the cost six parade bands in 2024. All in favor.

A motion made by Commissioner Olenik, seconded by Commissioner Schapiro to enter into Executive Session to discuss personnel matters at 8:51 P.M. All in favor.

Millwood Board of Fire Commissioners  
Meeting Minutes January 22, 2024

A motion made by Commissioner Wolfensohn, seconded by Commissioner Schiffman to exit Executive Session at 8:59 P.M. All in favor.

A motion made by Commissioner Wolfensohn, seconded by Commissioner Olenik to adjourn at 8:59 P.M. All in favor. The

Respectively submitted,

Joseph P. McConnell  
Fire District Secretary

## MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report January 22, 2024

The Annual Cabin Fever Party is scheduled for Saturday evening February 3<sup>rd</sup> at 7PM. The Chiefs would like to invite the Commissioners, their staff, and their significant others to attend.

Annual training courses of – CPR/AED, First Aid, Stop the Bleed, and Defensive Driving have been scheduled for February and March.

The Chiefs would like to schedule the annual Inspection on Saturday evening April 27<sup>th</sup>.

The Fire Company would like to participate in the following parades in 2024:

Memorial Day – Monday May 27<sup>th</sup>

Pleasantville – Friday May 31<sup>st</sup>

Katonah - Wednesday June 5<sup>th</sup>

Yorktown – Wednesday June 26<sup>th</sup>

Mt. Kisco – Friday July 13<sup>th</sup>

Ossining – Friday August 2<sup>nd</sup>

The Fire Company would like to hold their 100 YR Anniversary events on Friday evening September 13<sup>th</sup> and Saturday evening September 14<sup>th</sup> at Station 1. Friday evening's event will be in conjunction with the Westchester County Volunteer FF Association's Annual Convention Seminar, Meeting, and Dinner and Saturday will include food and drink but not a parade.

For Chief Jorge Rodrigues and the Chiefs' Staff

*Greg Santone*  
Assistant Chief

**MILLWOOD FIRE DISTRICT**  
**Expenses by Vendor Detail**  
January 2024

|                                       | Type  | Date       | Account                                 | Amount   | Balance  |
|---------------------------------------|-------|------------|---|----------|----------|
| <b>AAA Emergency Supply Co., Inc.</b> |       |            |   |          |          |
|                                       | Bill  | 01/19/2024 | A408.45 · SCBA                          | 105.00   | 105.00   |
|                                       | Bill  | 01/22/2024 | A408.45 · SCBA                          | 51.00    | 156.00   |
|                                       |       |            |   | 156.00   | 156.00   |
| Total AAA Emergency Supply Co., Inc.  |       |            |   |          |          |
| <b>Allclean Building Maintenance</b>  |       |            |   |          |          |
|                                       | Bill  | 01/05/2024 | A34.456 · Custodial Svc New Fire House  | 1,030.00 | 1,030.00 |
|                                       | Bill  | 01/05/2024 | A34.442 · Custodial Svc Sta 2           | 230.00   | 1,260.00 |
|                                       |       |            |   | 1,260.00 | 1,260.00 |
| Total Allclean Building Maintenance   |       |            |   |          |          |
| <b>Almeida Oil Co.</b>                |       |            |   |          |          |
|                                       | Bill  | 01/22/2024 | A34.451 · Heating Oil New Fire House    | 5,098.50 | 5,098.50 |
|                                       |       |            |   | 5,098.50 | 5,098.50 |
| Total Almeida Oil Co.                 |       |            |   |          |          |
| <b>Alon Industries, Inc.</b>          |       |            |   |          |          |
|                                       | Bill  | 01/22/2024 | A407.83 · Outside Maint. New Fire House | 450.00   | 450.00   |
|                                       |       |            |   | 450.00   | 450.00   |
| Total Alon Industries, Inc.           |       |            |   |          |          |
| <b>Campagna, Adam</b>                 |       |            |   |          |          |
|                                       | Check | 01/09/2024 | A407.83 · Outside Maint. New Fire House | 14.07    | 14.07    |
|                                       |       |            |   | 14.07    | 14.07    |
| Total Campagna, Adam                  |       |            |   |          |          |
| <b>Chase Card Services</b>            |       |            |   |          |          |
|                                       | Bill  | 01/05/2024 | A19.412 · Miscellaneous                 | 34.97    | 34.97    |
|                                       | Bill  | 01/05/2024 | A410.3 · Computer Hardware              | -26.96   | 8.01     |
|                                       | Bill  | 01/05/2024 | A410.4 · Computer Software              | 12.00    | 20.01    |
|                                       | Bill  | 01/05/2024 | A34.471 · Office supplies & sundry      | 185.36   | 205.37   |
|                                       | Bill  | 01/05/2024 | A34.443 · Maintenance Supplies          | 75.56    | 280.93   |
|                                       |       |            |   | 280.93   | 280.93   |
| Total Chase Card Services             |       |            |   |          |          |
| <b>CK Plumbing and Heating, Ltd.</b>  |       |            |   |          |          |
|                                       | Bill  | 01/22/2024 | A34.415 · Outside Maintenance Sta 2     | 395.00   | 395.00   |
|                                       |       |            |   | 395.00   | 395.00   |
| Total CK Plumbing and Heating, Ltd.   |       |            |   |          |          |
| <b>Clarity Testing Services, Inc.</b> |       |            |   |          |          |
|                                       | Bill  | 01/19/2024 | A34.428 · Physicals                     | 906.00   | 906.00   |
|                                       |       |            |   | 906.00   | 906.00   |
| Total Clarity Testing Services, Inc.  |       |            |   |          |          |
| <b>D.P. Wolff Inc.</b>                |       |            |   |          |          |
|                                       | Bill  | 01/02/2024 | A407.80 · Inside Maint. New Fire House  | 2,497.25 | 2,497.25 |
|                                       | Bill  | 01/02/2024 | A34.419 · Inside Maintenance Sta 2      | 902.50   | 3,399.75 |

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

January 2024

| Type   | Date       | Account                                | Amount   | Balance  |
|--|------------|--|----------|----------|
| Bill   | 01/19/2024 | A407.80 · Inside Maint. New Fire House | 620.66   | 4,020.41 |
| Bill   | 01/19/2024 | A34.419 · Inside Maintenance Sta 2     | 0.00     | 4,020.41 |
|  |            |  | 4,020.41 | 4,020.41 |
| Total D.P. Wolff Inc.                                |            |  |          |          |
| <b>Gear Wash</b>                                     |            |  |          |          |
| Bill   | 01/03/2024 | A408.4 · Equipment                     | 1,017.62 | 1,017.62 |
|  |            |  | 1,017.62 | 1,017.62 |
| Total Gear Wash                                      |            |  |          |          |
| <b>Hills Signs</b>                                   |            |  |          |          |
| Bill   | 01/17/2024 | A3410 · Equipment purchases            | 368.00   | 368.00   |
|  |            |  | 368.00   | 368.00   |
| Total Hills Signs                                    |            |  |          |          |
| <b>Hopewell Fire Apparatus Service Co.</b>           |            |  |          |          |
| Bill   | 01/17/2024 | A408.50 · L52                          | 1,934.80 | 1,934.80 |
|  |            |  | 1,934.80 | 1,934.80 |
| Total Hopewell Fire Apparatus Service Co.            |            |  |          |          |
| <b>Interstate Fire &amp; Safety Equipment Co, In</b> |            |  |          |          |
| Bill   | 01/19/2024 | A407.80 · Inside Maint. New Fire House | 500.00   | 500.00   |
|  |            |  | 500.00   | 500.00   |
| Total Interstate Fire & Safety Equipment Co, In      |            |  |          |          |
| <b>JP McHale Account</b>                             |            |  |          |          |
| Bill   | 01/05/2024 | A34.419 · Inside Maintenance Sta 2     | 101.65   | 101.65   |
| Bill   | 01/05/2024 | A407.80 · Inside Maint. New Fire House | 101.65   | 203.30   |
|  |            |  | 203.30   | 203.30   |
| Total JP McHale Account                              |            |  |          |          |
| <b>Lantegrity Consulting Group</b>                   |            |  |          |          |
| Bill   | 01/05/2024 | A410.3 · Computer Hardware             | 840.99   | 840.99   |
| Bill   | 01/05/2024 | A34.480 · Consultants                  | 187.50   | 1,028.49 |
|  |            |  | 1,028.49 | 1,028.49 |
| Total Lantegrity Consulting Group                    |            |  |          |          |
| <b>MetTel Acct 0100413954</b>                        |            |  |          |          |
| Bill   | 01/02/2024 | A34.439 · Phone Service                | 115.53   | 115.53   |
|  |            |  | 115.53   | 115.53   |
| Total MetTel Acct 0100413954                         |            |  |          |          |
| <b>New Castle-Stanwood Water District</b>            |            |  |          |          |
| Bill   | 01/08/2024 | A34.454 · Water Usage New House        | 37.20    | 37.20    |
| Bill   | 01/08/2024 | A34.454 · Water Usage New House        | 37.20    | 74.40    |
| Bill   | 01/08/2024 | A34.453 · Water usage Sta 2            | 37.20    | 111.60   |
|  |            |  | 111.60   | 111.60   |
| Total New Castle-Stanwood Water District             |            |  |          |          |
| <b>New York Power Authority Acct 2363579</b>         |            |  |          |          |
| Bill   | 01/09/2024 | A34.450 · Electricity New Fire House   | 1,917.90 | 1,917.90 |

**MILLWOOD FIRE DISTRICT**  
**Expenses by Vendor Detail**  
January 2024

|  | Type    | Date       | Account                          | Amount           | Balance          |
|--|---------|------------|----------------------------------|------------------|------------------|
| Total New York Power Authority Acct 2363579  | Bill    | 01/09/2024 | A34.449 · Electricity Station 2  | 639.03           | 2,556.93         |
| <b>Optimum</b>                               |         |            |                                  | 2,556.93         | 2,556.93         |
|  | Bill    | 01/02/2024 | A34.437 · Cable On-Line Services | 105.20           | 105.20           |
|  | Bill    | 01/02/2024 | A34.437 · Cable On-Line Services | 229.90           | 335.10           |
|  | Bill    | 01/02/2024 | A407.54 · Cable TV               | 217.94           | 553.04           |
|  | Bill    | 01/02/2024 | A34.439 · Phone Service          | 192.75           | 745.79           |
| <b>Total Optimum</b>                         |         |            |                                  | <b>745.79</b>    | <b>745.79</b>    |
| <b>T-Mobile</b>                              |         |            |                                  |                  |                  |
|  | Bill    | 01/02/2024 | A34.438 · Cellular Service       | 511.84           | 511.84           |
| <b>Total T-Mobile</b>                        |         |            |                                  | <b>511.84</b>    | <b>511.84</b>    |
| <b>The Standard Life Insurance Co.</b>       |         |            |                                  |                  |                  |
|  | Bill    | 01/01/2024 | A34.430 · Life Insurance         | 25,872.00        | 25,872.00        |
| <b>Total The Standard Life Insurance Co.</b> |         |            |                                  | <b>25,872.00</b> | <b>25,872.00</b> |
| <b>Town of New Castle</b>                    |         |            |                                  |                  |                  |
|  | Bill    | 01/17/2024 | A34.455 · Security               | 100.00           | 100.00           |
|  | Bill    | 01/22/2024 | A408.11 · diesel                 | 78.45            | 178.45           |
|  | Bill    | 01/22/2024 | A408.22 · gasoline               | 81.14            | 259.59           |
| <b>Total Town of New Castle</b>              |         |            |                                  | <b>259.59</b>    | <b>259.59</b>    |
| <b>Verizon</b>                               |         |            |                                  |                  |                  |
|  | Bill    | 01/05/2024 | A34.439 · Phone Service          | 83.75            | 83.75            |
| <b>Total Verizon</b>                         |         |            |                                  | <b>83.75</b>     | <b>83.75</b>     |
| <b>WEX Bank</b>                              |         |            |                                  |                  |                  |
|  | Bill    | 01/02/2024 | A408.11 · diesel                 | 554.05           | 554.05           |
|  | Bill    | 01/02/2024 | A408.22 · gasoline               | 919.47           | 1,473.52         |
| <b>Total WEX Bank</b>                        |         |            |                                  | <b>1,473.52</b>  | <b>1,473.52</b>  |
| <b>SUBTOTAL</b>                              |         |            |                                  | <b>49,363.67</b> | <b>49,363.67</b> |
| Rose Cohen                                   | Payroll |            |                                  | 2,681.20         | 2,681.20         |
| Joseph P. McConnell                          | Payroll |            |                                  | 1,841.70         | 1,841.70         |
| Vicki M Gillespie                            | Payroll |            |                                  | 352.08           | 352.08           |
| Greg Santone                                 | Payroll |            |                                  | 498.69           | 498.69           |
| EFTPS  | Payroll |            |                                  | 1,298.38         | 1,298.38         |
| NYS Employment Taxes                         | Payroll |            |                                  | 249.85           | 249.85           |

MILLWOOD FIRE DISTRICT  
Expenses by Vendor Detail

January 2024

| Type | Date | Account | Amount           | Balance          |
|------|------|---------|------------------|------------------|
|      |      |         | <u>56,285.57</u> | <u>56,285.57</u> |

TOTAL

MILLWOOD FIRE DISTRICT  
**Balance Sheet**  
As of December 31, 2023  
Dec 31, 23

**ASSETS**

**Current Assets**

**Checking/Savings**

|   |                     |
|---|---------------------|
| A200 · Cash - Budget Operating Fund       |                     |
| A200.1 · BOF Checking 4111028710          | 690,799.69          |
| Total A200 · Cash - Budget Operating Fund | <u>690,799.69</u>   |
| A230 · Cash - Cap RF                      |                     |
| A230.1 · CRF Checking 816868657           | 720,115.30          |
| Total A230 · Cash - Cap RF                | <u>720,115.30</u>   |
| A231 · Cash - ERF                         |                     |
| A231.2 · ERF Checking 937110245           | 1,658,294.39        |
| Total A231 · Cash - ERF                   | <u>1,658,294.39</u> |
| Total Checking/Savings                    | <u>3,069,209.38</u> |

**Other Current Assets**

|                            |               |
|----------------------------|---------------|
| A200.4 · Petty Cash        | 175.34        |
| Total Other Current Assets | <u>175.34</u> |

Total Current Assets 3,069,384.72

**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                     | 3,231,716.24         |
| K106.2 · Equipment                    | 483,310.00           |
| Total K106 · Other fixed assets       | <u>3,715,026.24</u>  |

Total Fixed Assets 21,233,995.50

**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** 26,007,556.98

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

|                          |                  |
|--------------------------|------------------|
| Accounts Payable         |                  |
| A600 · *Accounts Payable | 78,197.69        |
| Total Accounts Payable   | <u>78,197.69</u> |



# MILLWOOD FIRE DISTRICT

## Balance Sheet

As of December 31, 2023

Dec 31, 23

|                                       |                             |
|---------------------------------------|-----------------------------|
| Other Current Liabilities             |                             |
| 24000 · Payroll Liabilities           | 249.85                      |
| A600.1 · Accounts payable             | -21,914.00                  |
| Total Other Current Liabilities       | <u>-21,664.15</u>           |
| Total Current Liabilities             | 56,533.54                   |
| Long Term Liabilities                 |                             |
| W628 · Bonds Payable                  | 6,275,000.00                |
| Total Long Term Liabilities           | <u>6,275,000.00</u>         |
| Total Liabilities                     | 6,331,533.54                |
| Equity                                |                             |
| 32000 · Retained Earnings             | 963,774.56                  |
| A878.8 · Gen Retained Earnings        | 230,063.00                  |
| A878.9 · Fund balance - BOF           | 259,648.22                  |
| A878.RA · Fund balance - Cap RF       | 659,552.55                  |
| A878.RB · Fund balance - ERF          | 960,343.32                  |
| A895 · Restricted for LOSAP Program   | 1,704,175.86                |
| A914 · Assigned Fund Balance          | 55,344.00                   |
| A917 · Unassigned Fund Balance--LOSAP | -527,280.26                 |
| K878.9 · Fund balance - Prop & Equip  | 21,233,996.14               |
| W125 · Amt needed for bond refunds    | -6,275,000.00               |
| Net Income                            | 411,406.05                  |
| Total Equity                          | <u>19,676,023.44</u>        |
| TOTAL LIABILITIES & EQUITY            | <u><u>26,007,556.98</u></u> |