

## Millwood Board of Fire Commissioners Meeting Minutes January 27<sup>th</sup>, 2020

On January 27, 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, Michael Wolfensohn and Jordan Schiffman; Secretary Joseph McConnell, Treasurer Rose Cohen, 1<sup>st</sup> Assistant Chief Frank Nestro, 2<sup>nd</sup> Assistant Chief Chris Raguso and Chief's Aid Greg Santone.

Chairman Schapiro called the meeting to order.

### Public Comment

No public comments.

### Chief's Report (attached)

### Treasurer's Report (attached)

### Work Session

A motion was made by Commissioner Wolfensohn to accept the January 9<sup>th</sup>, 2020 Organizational Meeting Minutes, the motion was seconded by Commissioner Schiffman. All in favor.

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

<b>From</b>	<b>To</b>	<b>\$ Amount</b>
A34.455 Security	A407.5 Telephone/Cable	\$400.00
A3410 Equipment Purchases	A408.1 Maintenance/Repair	\$5,500.00

A motion was made by Commissioner Puszka to select Hopewell Fire Apparatus Service Co. Inc. being the lowest bidder as the provider for maintenance/repair of the District's vehicles, seconded by Commissioner Wolfensohn. All in favor.

A motion was made by Commissioner Wolfensohn to select CBS Cleaning Services, Inc. based on prior high-quality service as the provider for Station 1 and 2 cleaning, seconded by Commissioner Schiffman. All in favor.

The Board discussed the Town of New Castle's request for the Millwood Fire District to provide fire protection to the Northern Fire District. The Board asked the Chief to provide an estimate of the manpower required to protect the additional district and report at the February regular meeting.

Chief's Aid Santone advised the Board he will be exploring options for replacing the Station 1 camera and door security system and will advise the Board at the February regular meeting.

A motion was made by Commissioner Puszka to purchase two 4,000 lb. tie back straps @ \$90.00 each from Rescue Equipment, seconded by Commissioner Wolfensohn. All in favor. PO # 274

A motion was made by Commissioner Puszka to purchase assorted chains, slings and hooks from US Cargo at a total cost of \$473.31, seconded by Commissioner Wolfensohn. All in favor. PO # 275

Millwood Board of Fire Commissioners  
Meeting Minutes January 27<sup>th</sup>, 2020

A motion was made by Commissioner Puszka to approve Sam Auerbacher request to change his status from Explorer Scout to Active Firefighter, seconded by Commissioner Schiffman. All in favor.

Commissioner Wolfensohn made a motion to adjourn. Seconded by Commissioner Olenik. All in favor. The time 8:10 PM.

Joseph P. McConnell  
District Secretary

Correspondence: Glatfelter Claims Management, December 30, 2019 re: Engine Repair Supplement Check  
Former Commissioner Jason Lichtenthal resignation email

# MILLWOOD FIRE DISTRICT

## Balance Sheet

As of December 31, 2019

Dec 31, 19

### ASSETS

#### Current Assets

##### Checking/Savings

A200 · Cash - Budget Operating Fund

A200.1 · BOF Checking 4111028710

560,693.66

Total A200 · Cash - Budget Operating Fund

560,693.66

A230 · Cash - Cap RF

A230.1 · CRF Checking 816868657

559,060.49

Total A230 · Cash - Cap RF

559,060.49

A231 · Cash - ERF

A231.2 · ERF Checking 937110245

901,537.30

Total A231 · Cash - ERF

901,537.30

Total Checking/Savings

2,021,291.45

Total Current Assets

2,021,291.45

#### 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

2,730,907.86

K106.2 · Equipment

419,441.00

Total K106 · Other fixed assets

3,150,348.86

K109.1 · Construction in Progress-Trucks

8,500.00

Total Fixed Assets

20,660,224.12

#### Other Assets

TA · LOSAP

TA461.2 · American Equity Annuity

37,854.51

TA461.8 · Glens Falls NB Cash

244,022.22

TA461.9 · Glens Falls NB Invest. at MV

1,085,313.59

Total TA · LOSAP

1,367,190.32

Total Other Assets

1,367,190.32

**TOTAL ASSETS**

**24,048,705.89**

### LIABILITIES & EQUITY

#### Liabilities

##### Current Liabilities

Accounts Payable

A600 · \*Accounts Payable

86,135.30

Total Accounts Payable

86,135.30

**MILLWOOD FIRE DISTRICT**  
**Balance Sheet**

**As of December 31, 2019**

**Dec 31, 19**

Other Current Liabilities	
24000 · Payroll Liabilities	137.77
Total Other Current Liabilities	137.77
Total Current Liabilities	86,273.07
Long Term Liabilities	
W628 · Bonds Payable	7,910,000.00
Total Long Term Liabilities	7,910,000.00
Total Liabilities	7,996,273.07
Equity	
32000 · Retained Earnings	316,542.75
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	1,367,190.11
W125 · Amt needed for bond refunds	-7,910,000.00
Net Income	285,793.44
Total Equity	16,052,432.82
TOTAL LIABILITIES & EQUITY	24,048,705.89

# MILLWOOD FIRE DISTRICT

## Expenses by Vendor Detail

December 26, 2019 through January 31, 2020

Type	Date	Account	Amount	Balance
Bill	12/26/2019	A34.471 · Office supplies & sundry	341.86	341.86
Bill	12/27/2019	A410.3 · Computer Hardware	634.99	976.85
Bill	12/27/2019	A34.471 · Office supplies & sundry	298.46	1,275.31
Total Staples Credit Plan			1,275.31	1,275.31
Suburban Carting Co.				
Bill	12/31/2019	A407.82 · Sanitation Svc New Fire House	128.21	128.21
Bill	12/31/2019	A34.417 · Sanitation Svc Sta 2	31.45	159.66
Total Suburban Carting Co.			159.66	159.66
Town of New Castle				
Bill	01/06/2020	A34.455 · Security	50.00	50.00
Total Town of New Castle			50.00	50.00
Verizon				
Bill	01/06/2020	A34.439 · Phone Service	71.82	71.82
Total Verizon			71.82	71.82
Vista Construction & Landscape				
Bill	01/27/2020	A407.83 · Outside Maint. New Fire House	990.00	990.00
Total Vista Construction & Landscape			990.00	990.00
Westchester County Board of Elections				
Deposit	01/16/2020	A2410 · Rentals	-500.00	-500.00
Total Westchester County Board of Elections			-500.00	-500.00
WEX Bank				
Bill	01/02/2020	A408.11 · diesel	311.93	311.93
Bill	01/02/2020	A408.22 · gasoline	725.27	1,037.20
Total WEX Bank			1,037.20	1,037.20
SUBTOTAL			106,272.97	106,272.97
Rose A Cohen		Payroll	2,304.43	2,304.43
Joseph P. McConnell		Payroll	1,286.07	1,286.07
Greg Santone		Payroll	461.75	461.75
EFTPS		Payroll	974.46	974.46
TOTAL			111,299.68	111,299.68

**MILLWOOD FIRE DISTRICT**  
**Expenses by Vendor Detail**  
**December 26, 2019 through January 31, 2020**

	Type	Date	Account	Amount	Balance
	Bill	12/27/2019	A34.439 · Phone Service	73.20	73.20
Total MetTel Acct 0100413954				73.20	73.20
<b>Millwood Hardware</b>					
	Bill	12/31/2019	A407.83 · Outside Maint. New Fire House	64.55	64.55
Total Millwood Hardware				64.55	64.55
<b>Municipal Emergency Services (M.E.S.)</b>					
	Bill	01/06/2020	A3410 · Equipment purchases	140.00	140.00
Total Municipal Emergency Services (M.E.S.)				140.00	140.00
<b>New Castle-Stanwood Water District</b>					
	Bill	12/27/2019	A34.454 · Water Usage New House	33.60	33.60
	Bill	12/27/2019	A34.454 · Water Usage New House	33.60	67.20
	Bill	12/27/2019	A34.453 · Water usage Sta 2	33.60	100.80
Total New Castle-Stanwood Water District				100.80	100.80
<b>New York Power Authority Acct 2363579</b>					
	Bill	01/14/2020	A34.450 · Electricity New Fire House	1,473.07	1,473.07
	Bill	01/14/2020	A34.449 · Electricity Station 2	465.05	1,938.12
Total New York Power Authority Acct 2363579				1,938.12	1,938.12
<b>NJ E-Z Pass</b>					
	Bill	01/24/2020	A19.412 · Miscellaneous	31.00	31.00
Total NJ E-Z Pass				31.00	31.00
<b>Optimum</b>					
	Bill	12/27/2019	A34.437 · Cable On-Line Services	105.73	105.73
	Bill	12/27/2019	A34.439 · Phone Service	253.14	358.87
	Bill	12/27/2019	A34.437 · Cable On-Line Services	219.88	578.75
	Bill	12/27/2019	A407.54 · Cable TV	176.86	755.61
Total Optimum				755.61	755.61
<b>Rescuestuff Inc</b>					
	Bill	01/06/2020	A19.412 · Miscellaneous	150.00	150.00
Total Rescuestuff Inc				150.00	150.00
<b>Sprint</b>					
	Bill	12/27/2019	A34.438 · Cellular Service	427.92	427.92
Total Sprint				427.92	427.92
<b>Staples Credit Plan</b>					

# MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

December 26, 2019 through January 31, 2020

	Type	Date	Account	Amount	Balance
<b>Fred A Cook, Jr. Inc</b>					
	Bill	01/06/2020	A407.83 · Outside Maint. New Fire House	286.00	286.00
Total Fred A Cook, Jr. Inc				286.00	286.00
<b>Glatfelter Claims Management, Inc.</b>					
	Deposit	12/31/2019	A2690 · Insurance Proceeds	-7,025.05	-7,025.05
	Deposit	01/09/2020	A2690 · Insurance Proceeds	-690.00	-7,715.05
Total Glatfelter Claims Management, Inc.				-7,715.05	-7,715.05
<b>Gowans Knight Co., Inc.</b>					
	Bill	12/30/2019	A3420 · Fire Equip Purchased From ERF	29,765.75	29,765.75
	Bill	12/30/2019	A408.50 · L52	3,870.12	33,635.87
Total Gowans Knight Co., Inc.				33,635.87	33,635.87
<b>Hubbinette-Cowell Associates Inc.</b>					
	Bill	01/06/2020	A34.466 · General Liability	12,458.26	12,458.26
	Bill	01/06/2020	A96.800 · Accident & Health (A&H)	6,116.00	18,574.26
	Bill	01/06/2020	A34.464 · Officer's Bond	928.00	19,502.26
Total Hubbinette-Cowell Associates Inc.				19,502.26	19,502.26
<b>Integrity Facility Services</b>					
	Bill	12/27/2019	A34.456 · Custodial Svc New Fire House	640.00	640.00
	Bill	12/27/2019	A34.442 · Custodial Svc Sta 2	144.00	784.00
	Bill	01/06/2020	A34.456 · Custodial Svc New Fire House	640.00	1,424.00
	Bill	01/06/2020	A34.442 · Custodial Svc Sta 2	144.00	1,568.00
Total Integrity Facility Services				1,568.00	1,568.00
<b>Journal News</b>					
	Bill	12/27/2019	A406 · Legal Notices	78.00	78.00
Total Journal News				78.00	78.00
<b>JP McHale Account</b>					
	Bill	01/01/2020	A34.419 · Inside Maintenance Sta 2	58.00	58.00
	Bill	01/01/2020	A407.80 · Inside Maint. New Fire House	65.00	123.00
Total JP McHale Account				123.00	123.00
<b>Lantegrity Consulting Group</b>					
	Bill	01/06/2020	A34.480 · Consultants	1,125.00	1,125.00
Total Lantegrity Consulting Group				1,125.00	1,125.00
<b>MetTel Acct 0100413954</b>					

# MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

December 26, 2019 through January 31, 2020

	Type	Date	Account	Amount	Balance
<b>AFDSNY</b>					
	Bill	12/27/2019	A19.412 · Miscellaneous	125.00	125.00
	Bill	01/01/2020	A19.412 · Miscellaneous	125.00	250.00
Total AFDSNY				250.00	250.00
<b>Almeida Oil Co.</b>					
	Bill	01/06/2020	A34.447 · Heating oil Station 2	1,048.00	1,048.00
	Bill	01/09/2020	A34.451 · Heating Oil New Fire House	2,731.70	3,779.70
Total Almeida Oil Co.				3,779.70	3,779.70
<b>American Recycling Technologies, Inc</b>					
	Deposit	01/16/2020	A2410 · Rentals	-200.00	-200.00
Total American Recycling Technologies, Inc				-200.00	-200.00
<b>Chase Card Services</b>					
	Bill	12/31/2019	A19.412 · Miscellaneous	26.94	26.94
	Bill	12/31/2019	A410.4 · Computer Software	4.00	30.94
	Bill	12/31/2019	A34.471 · Office supplies & sundry	55.00	85.94
Total Chase Card Services				85.94	85.94
<b>D.P. Wolff Inc.</b>					
	Bill	01/06/2020	A407.80 · Inside Maint. New Fire House	2,396.25	2,396.25
	Bill	01/06/2020	A34.419 · Inside Maintenance Sta 2	862.50	3,258.75
Total D.P. Wolff Inc.				3,258.75	3,258.75
<b>Emergency Services Marketing Corp., Inc.</b>					
	Bill	01/14/2020	A34.439 · Phone Service	10.00	10.00
Total Emergency Services Marketing Corp., Inc.				10.00	10.00
<b>FDM Preferred Insurance Company, Inc</b>					
	Bill	12/31/2019	A94.800 · Worker's Comp Ins	42,757.00	42,757.00
Total FDM Preferred Insurance Company, Inc				42,757.00	42,757.00
<b>First Responder Warning Systems LLC</b>					
	Bill	01/06/2020	A408.02 · Apparatus Repairs paid by ins	690.00	690.00
	Bill	01/06/2020	A408.48 · E248	105.00	795.00
Total First Responder Warning Systems LLC				795.00	795.00
<b>Fred's Auto Repair of Briarcliff</b>					
	Bill	01/03/2020	A408.52 · Chief 2252	168.31	168.31
Total Fred's Auto Repair of Briarcliff				168.31	168.31



## **MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report January 27<sup>th</sup> 2020**

Ladder 52 is back from Gowans-Knight having had the repairs made to the damage from both Mutual Aid fires and the waterway repaired. The Chiefs are very satisfied with the quality and completeness of all repairs made.

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

KME notified us that good progress is being made on the new Engine and the Committee will need to schedule a final factory visit sometime in late February.

The new Chiefs vehicle is at FRWS and after some delays due to Whelan lighting providing timely shipments of lighting components, it should be ready by late February or early March.

Ruscon Truck service has advised us that due to a lack of technicians they will no longer be performing routine servicing on – site. This would mean sending all trucks to Ruscon for our annual servicing. We are not sure how their emergency/repair service will be affected going forward. The Chiefs staff has obtained alternate quotes and recommends using Hopewell Truck Service going forward at a rate of \$95.00 per HR. Ruscon is charging \$140.00, Gowans-Knight quoted \$130.00 and Hudson Valley quoted \$125.00. We used Hopewell for many years in the past and were satisfied with their service.

We would like to add to / update some of our rescue equipment on Rescue 36.  
Two 4,000 lb tie back straps @ \$90.00 each = \$180.00 from Fire Rescue Equip. PO # 274  
Assorted chains, slings, and hooks from US Cargo for a total of \$473.31 PO# 275

We would like the BoFC to approve Sam Auerbacher for active membership.

The annual Cabin Fever party has been scheduled for Saturday February 15<sup>th</sup> at Station 1 and the Chiefs would like to invite all the Commissioners, the Treasurer and Secretary to attend with their significant others.

For Chief Jan Schwark,

*Greg Santone*  
Chiefs' Aid