

Millwood Board of Fire Commissioners
Meeting Minutes July 29th, 2019

On July 29, 2019 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, Jason Lichtenthal, Dan Puszka and Michael Wolfensohn; Secretary Joseph McConnell, Treasurer Rose Cohen, Chief Jan Schwark, 1st Assistant Chief Frank Nestro, 2nd 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 Olenik to accept the June 24, 2019 Monthly Meeting Minutes, the motion was seconded by Chairman Schapiro. All in favor except Commissioner Puszka who abstained.

A motion was made by Commissioner Olenik, seconded by Commissioner Lichtenthal to transfer \$117,000.00 from the Operating Fund to the Equipment Reserves Fund. All in favor.

The Board agreed to hold a special meeting September 10, 2019 at 7:30 PM to develop a 2020 proposed District budget.

The Board delayed a decision on replacing Car 2252 until the August meeting pending a repair decision for MA-10.

A motion was made by Commissioner Olenik to have Otto Lips Electric, Co install motion detectors in the Station 1 first and second floors hallways at a cost not to exceed \$1,000.00. Seconded by Commissioner Lichtenthal. All in favor.

A motion was made by Commissioner Wolfensohn to purchase a back-up battery for the Station 2 computer at a cost not to exceed \$450.00, seconded by Commissioner Lichtenthal. All in favor.

A motion was made by Commissioner Puszka to purchase a hydraulic rescue tool cutter handle and blades at a cost of \$1,567.00, seconded by Commissioner Wolfensohn. All in favor. PO# 257

A motion was made by Commissioner Puszka to purchase tires for Car 2253 at the NYS bid price of \$755.68 from Corsi Tire, seconded by Commissioner Wolfensohn. All in favor. PO# 258

A motion was made by Commissioner Puszka to purchase two cancer wipe dispensers for Station 1 and 2 at a cost of \$64.95 each from AAA Emergency, seconded by Commissioner Olenik. All in favor. PO# 259

A motion was made by Commissioner Puszka to purchase 15 orange door and hinge chocks total cost \$130.35 from AAA Emergency, seconded by Commissioner Wolfensohn. All in favor. PO# 260

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A motion was made by Commissioner Puszka to purchase two magnetic rescue lights total cost \$208.00 from AAA Emergency, seconded by Commissioner Olenik. All in favor. PO# 261

A motion was made by Commissioner Puszka to enter into executive session to discuss personnel matters, seconded by Commissioner Olenik at 8:29 PM

A motion was made by Commissioner Puszka to leave executive session, seconded by Wolfensohn at 8:45 PM

Commissioner Lichtenthal made a motion to adjourn. Seconded by Commissioner Puszka. All in favor. The time 9:15 PM.

Joseph P. McConnell
District Secretary

MILLWOOD FIRE DISTRICT BoFC MEETING JULY 29th, 2019

The Fire Company will be hosting an Ex Chief party for Jorge Rodrigues on Saturday evening September 28th at Station 1 . All costs will be covered by the Fire Company and the Chiefs would like to extend an invitation to the Commissioners, Secretary McConnell and Treasurer Cohen to attend with their significant others.

At this time, we continue to work through the mechanical difficulties with MA-10. The truck is currently at Healey Bros. Ford in Goshen NY and we were able to file a claim with Ford Motor Corp. and have been assigned a case #. Initial indications are that it will need a new engine. Preliminary cost estimate of \$25,000.00 if FORD refuses to help.

The Chiefs would like to continue moving forward on the replacement of Car 2252. The current 2252 being a 2013 Tahoe - 6 years old with ~ 55,000 miles would be used to replace Utility 145 a 2011 Tahoe with ~ 100,000 miles on it. Utility 145's use as a back up Chiefs vehicle & extra vehicle during severe weather events has been a tremendous asset. Also allowing FF's and prospective Officers to use it to drive to and from training at the County Training Center and elsewhere has been an inducement for many to continue their training.

We had all the Hydraulic Rescue tools serviced on July 15th. The blades and handle on our HP S700 cutters have to be replaced at a cost of \$1567.00 PO # 257

At the last District meeting we discussed the top 10 responders for 2018 being given permission to purchase Fire Department apparel at Rescue Stuff. The Chiefs would like to allow these top responders to have the option of purchasing some personal firematic items at AAA Emergency Supply with the total amount still not exceeding \$250.00 per FF.

The tires on car 2253 – Assistant Chief Raguso's vehicle need to be replaced. NYS Bid price at Corsi Tire \$755.68 PO # 258

The Chiefs would like to purchase 2 cancer wipes (1 for each Station) at a cost of \$64.95 each = \$129.90 from AAA PO # 259

The Chiefs would like to purchase 15 Orange Door & Hinge chocks at a cost of \$8.69 each = \$130.35 from AAA PO # 260

The Chiefs would like to purchase 2 magnetic base rescue lights at a cost of \$104.00 each = \$208.00 from AAA PO # 261

For Chief Jan Schwark and the Chiefs' Staff,
Greg Santone - Chiefs' Aid

MILLWOOD FIRE DISTRICT
Balance Sheet
As of June 30, 2019
Jun 30, 19

ASSETS

Current Assets

Checking/Savings

A200 · Cash - Budget Operating Fund	
A200.1 · BOF Checking 4111028710	1,246,657.77
Total A200 · Cash - Budget Operating Fund	1,246,657.77
A230 · Cash - Cap RF	
A230.1 · CRF Checking 816868657	558,638.92
Total A230 · Cash - Cap RF	558,638.92
A231 · Cash - ERF	
A231.2 · ERF Checking 937110245	633,952.71
Total A231 · Cash - ERF	633,952.71
Total Checking/Savings	2,439,249.40
Total Current Assets	2,439,249.40

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	13,978,016.17
K102.2 · Station 2	780,613.00
Total K102 · Buildings & improvements	14,758,629.17
K104 · Furnishings & Equipment	
K104.1 · New Fire House	282,370.00
K104.2 · Station 2	59,496.00
Total K104 · Furnishings & Equipment	341,866.00
K106 · Other fixed assets	
K106.1 · Vehicles	2,673,608.36
K106.2 · Equipment	409,941.00
Total K106 · Other fixed assets	3,083,549.36
K109.1 · Construction in Progress-Trucks	8,500.00
Total Fixed Assets	20,554,985.12

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 24,361,424.84

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable	
A600 · *Accounts Payable	818.62
Total Accounts Payable	818.62

MILLWOOD FIRE DISTRICT

Balance Sheet

As of June 30, 2019

Jun 30, 19

Other Current Liabilities	
24000 · Payroll Liabilities	140.84
A700 · Accrued Liabilities	994.00
Total Other Current Liabilities	1,134.84
Total Current Liabilities	1,953.46
Long Term Liabilities	
W628 · Bonds Payable	7,910,000.00
Total Long Term Liabilities	7,910,000.00
Total Liabilities	7,911,953.46
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	20,554,986.76
TA881.5 · Fund Balance Pension Trust Fund	1,367,190.11
W125 · Amt needed for bond refunds	-7,910,000.00
Net Income	788,071.00
Total Equity	16,449,471.38
TOTAL LIABILITIES & EQUITY	24,361,424.84

WILLWOOD FIRE DISTRICT
Expenses by Vendor Detail
July 2019

	Type	Date	Account	Amount	Balance
AAA Emergency Supply Co., Inc.					
	Bill	07/11/2019	A408.45 · SCBA	305.87	305.87
	Bill	07/11/2019	A408.4 · Equipment	49.00	354.87
	Bill	07/11/2019	A3410 · Equipment purchases	285.00	639.87
Total AAA Emergency Supply Co., Inc.				639.87	639.87
American Recycling Technologies, Inc					
	Deposit	07/16/2019	A2410 · Rentals	-200.00	-200.00
Total American Recycling Technologies, Inc				-200.00	-200.00
Chase Card Services					
	Bill	07/08/2019	A19.412 · Miscellaneous	20.44	20.44
	Bill	07/08/2019	A408.15 · T15	499.99	520.43
	Bill	07/08/2019	A408.48 · E248	499.99	1,020.42
	Bill	07/08/2019	A410.4 · Computer Software	402.00	1,422.42
	Bill	07/08/2019	A34.471 · Office supplies & sundry	55.00	1,477.42
Total Chase Card Services				1,477.42	1,477.42
Corsi tire					
	Bill	07/08/2019	A408.51 · Chief 2251	755.68	755.68
Total Corsi tire				755.68	755.68
D.P. Wolff Inc.					
	Bill	07/08/2019	A407.80 · Inside Maint. New Fire House	2,396.25	2,396.25
	Bill	07/08/2019	A34.419 · Inside Maintenance Sta 2	862.50	3,258.75
Total D.P. Wolff Inc.				3,258.75	3,258.75
Duo-Safety Ladder Corp					
	Bill	07/26/2019	A408.50 · L52	58.04	58.04
Total Duo-Safety Ladder Corp				58.04	58.04
Integrity Facility Services					
	Bill	07/08/2019	A34.456 · Custodial Svc New Fire House	640.00	640.00
	Bill	07/08/2019	A34.442 · Custodial Svc Sta 2	144.00	784.00
	Bill	07/29/2019	A34.456 · Custodial Svc New Fire House	640.00	1,424.00
	Bill	07/29/2019	A34.442 · Custodial Svc Sta 2	144.00	1,568.00
Total Integrity Facility Services				1,568.00	1,568.00
JP McHale Account					
	Bill	07/05/2019	A34.419 · Inside Maintenance Sta 2	58.00	58.00

MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

July 2019

Type	Date	Account	Amount	Balance
Bill	07/05/2019	A407.80 · Inside Maint. New Fire House	65.00	123.00
Total JP McHale Account			123.00	123.00
Metrocom Wireless				
Bill	07/11/2019	A3410 · Equipment purchases	387.00	387.00
Bill	07/22/2019	A408.3 · Radio Maintenance	150.00	537.00
Total Metrocom Wireless			537.00	537.00
MetTel Acct 0100413954				
Bill	07/26/2019	A34.439 · Phone Service	68.42	68.42
Total MetTel Acct 0100413954			68.42	68.42
Minerva Cleaners				
Bill	07/11/2019	A408.4 · Equipment	481.75	481.75
Total Minerva Cleaners			481.75	481.75
Mt. Kisco Truck & Auto Parts Acct 40902				
Bill	07/26/2019	A34.443 · Maintenance Supplies	59.96	59.96
Total Mt. Kisco Truck & Auto Parts Acct 40902			59.96	59.96
New Castle-Stanwood Water District				
Bill	07/05/2019	A34.453 · Water usage Sta 2	33.60	33.60
Bill	07/11/2019	A34.454 · Water Usage New House	33.60	67.20
Bill	07/11/2019	A34.454 · Water Usage New House	33.60	100.80
Total New Castle-Stanwood Water District			100.80	100.80
New York Power Authority Acct 2363579				
Bill	07/16/2019	A34.450 · Electricity New Fire House	1,446.61	1,446.61
Bill	07/16/2019	A34.449 · Electricity Station 2	343.35	1,789.96
Total New York Power Authority Acct 2363579			1,789.96	1,789.96
Open Systems Metro				
Bill	07/08/2019	A407.80 · Inside Maint. New Fire House	1,130.00	1,130.00
Total Open Systems Metro			1,130.00	1,130.00
Optimum				
Bill	07/26/2019	A34.439 · Phone Service	251.15	251.15
Bill	07/26/2019	A34.437 · Cable On-Line Services	219.88	471.03
Bill	07/26/2019	A407.54 · Cable TV	176.86	647.89
Bill	07/26/2019	A34.437 · Cable On-Line Services	105.63	753.52
Total Optimum			753.52	753.52

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail

July 2019

	Type	Date	Account	Amount	Balance
Ossining lawn mower service inc					
	Bill	07/29/2019	A408.4 · Equipment	619.00	619.00
	Bill	07/29/2019	A408.50 · L52	105.00	724.00
Total Ossining lawn mower service inc				724.00	724.00
Otto A. Lips Electrical Contr. Inc.					
	Bill	07/08/2019	A407.80 · Inside Maint. New Fire House	155.00	155.00
Total Otto A. Lips Electrical Contr. Inc.				155.00	155.00
Paraco Gas Corporation					
	Bill	07/16/2019	A407.23 · Propane	57.46	57.46
Total Paraco Gas Corporation				57.46	57.46
Raguso, Christopher					
	Check	07/08/2019	A34.429 · Dress Uniforms	328.65	328.65
Total Raguso, Christopher				328.65	328.65
Rescuestuff Inc					
	Bill	07/26/2019	A34.429 · Dress Uniforms	460.49	460.49
Total Rescuestuff Inc				460.49	460.49
Ruscon Truck Service					
	Bill	07/08/2019	A408.48 · E248	245.12	245.12
	Bill	07/08/2019	A408.15 · T15	2,426.20	2,671.32
Total Ruscon Truck Service				2,671.32	2,671.32
Safeguard Business Systems					
	Bill	07/08/2019	A34.471 · Office supplies & sundry	198.00	198.00
Total Safeguard Business Systems				198.00	198.00
Santone, Greg					
	Check	07/16/2019	A408.47 · E247	21.46	21.46
Total Santone, Greg				21.46	21.46
Sprint					
	Bill	07/01/2019	A34.438 · Cellular Service	342.15	342.15
Total Sprint				342.15	342.15
Suburban Carting Co.					
	Bill	07/08/2019	A407.82 · Sanitation Svc New Fire House	128.21	128.21
	Bill	07/08/2019	A34.417 · Sanitation Svc Sta 2	30.53	158.74
Total Suburban Carting Co.				158.74	158.74

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail

July 2019

	Type	Date	Account	Amount	Balance
Technical Fire Services					
	Bill	07/22/2019	A408.40 · testing	1,400.00	1,400.00
Total Technical Fire Services				1,400.00	1,400.00
Verizon					
	Bill	07/05/2019	A34.439 · Phone Service	87.19	87.19
Total Verizon				87.19	87.19
Vista Construction & Landscape					
	Bill	07/26/2019	A407.83 · Outside Maint. New Fire House	1,155.00	1,155.00
	Bill	07/26/2019	A34.415 · Outside Maintenance Sta 2	550.00	1,705.00
Total Vista Construction & Landscape				1,705.00	1,705.00
WEX Bank					
	Bill	07/01/2019	A408.11 · diesel	429.67	429.67
	Bill	07/01/2019	A408.22 · gasoline	743.96	1,173.63
Total WEX Bank				1,173.63	1,173.63
Wright, Steve					
	Check	07/22/2019	A3410 · Equipment purchases	45.57	45.57
Total Wright, Steve				45.57	45.57
SUBTOTAL				22,130.83	22,130.83
Rose A Cohen			Payroll	1,600.51	1,600.51
Joseph P. McConnell			Payroll	1,144.04	1,144.04
Greg Santone			Payroll	392.49	392.49
EFTPS			Payroll	663.28	663.28
TOTAL				25,931.15	25,931.15