

June 26th, 2017

On June 26th, 2017, The Millwood Board of Fire Commissioners held their regular monthly meeting at 7:30 pm at Station No. 1 located at 100 Millwood Road in the Town of New Castle. Present at the meeting were Commissioners: Anthony Olenik, Jason Lichtenthal, Michael Wolfensohn, Secretary Paul Michael Marinello, District Consultant Joe McConnell, Treasurer Rose Cohen, Chief Jorge Rodrigues, 2nd Assistant Chief Frank Nestro and Chiefs' Aid Greg Santone.

Commissioner Olenik called the meeting to order.

Public Comment

There was no public and no public comment.

Chief's Report by Chief Jorge Rodrigues, attached.

Commissioner Wolfensohn made a motion to purchase two haligan tools from Fire End totaling \$464.00. Seconded by Commissioner Lichtenthal. All in Favor. PO # 208

Commissioner Wolfensohn made a motion to purchase two Flat Head Axes from Fire End totaling \$190.00. Seconded by Commissioner Lichtenthal. All in Favor. PO # 209

Commissioner Olenik made a motion to purchase seventy-five yellow safety vests from Ironwear/Auster Rubber Co. totaling \$450.00. Seconded by Commissioner Wolfensohn. All in Favor. PO # 210

Commissioner Olenik made a motion to allow the Fire Company to attend four parades with apparatus using the previously approved budget for band payments. Seconded by Commissioner Lichtenthal. All in Favor. Schedule as follows:

- Croton Fire Department – June 10th with Ossining Band costing \$1,000.00
- Mt Kisco Fire Department -- July 14th with Veterans Band costing \$1,150.00
- Ossining Fire Department – August 4th with Veterans Band costing \$1,150.00
- Briarcliff Fire Department – September 16th with Ossining Band costing \$1,000.00

Commissioner Olenik will investigate the Chief's request to install an electric conduit to the Station 2 training house for two LED light fixtures on the rear of the building.

The Board discussed resurfacing the bay floors and it was agreed for the Chief's Aid and District Secretary to develop a specification package for a formal bid process.

Commissioner Wolfensohn made a motion to allocate up to \$ 150.00 for modifying the banners for this year's Open House in October. Seconded by Commissioner Lichtenthal. All in Favor.

Chief Rodrigues advised the Board that the Annual Open House will be held Saturday October 21st from 1 to 4 PM.

Treasurer's Report: attached by Treasurer Rose Cohen.

The Treasurer noted the addition to the budget of \$16,855.00 from 2016 to Equipment Purchase due to the encumbrance of PO # 175.

Commissioner Olenik made a motion to move \$1000 from A19.412 Miscellaneous Budget Line to A34.471 Office Supplies & Sundry Budget Line. Seconded by Commissioner Lichtenthal. All in Favor.

Commissioner Olenik made a motion to Move \$1000 from A407.1 Electricity Budget Line to A34.443 Maintenance Supplies Budget Line. Seconded by Commissioner Wolfensohn. All in Favor.

Commissioner Wolfensohn made a motion to transfer \$50,000.00 from Operating Fund to Capital Reserve Fund. Seconded by Commissioner Lichtenthal. All in Favor.

Commissioner Wolfensohn made a motion to transfer \$197,311.00 from Operating Fund to Equipment Reserve Fund. Seconded by Commissioner Lichtenthal. All in Favor.

Work Session:

Commissioner Olenik made a motion to adopt the amended minutes of the April 6th Special Meeting, Seconded by Commissioner Lichtenthal. All in Favor.

Commissioner Olenik made a motion to adopt the amended minutes of the May 22nd Regular Meeting, Seconded by Commissioner Wolfensohn. All in Favor.

Commissioner Wolfensohn made a motion to appoint Paul Michael Marinello as a consultant to the District at a rate of \$33.00 per hour not to exceed twelve (12) hours per month. Seconded by Commissioner Lichtenthal. All in favor.

Commissioner Olenik made a motion for Open Systems Metro to install six (6) CO Detectors connected to the alarm system in Station 1 and two (2) battery operated CO Detectors for Station 2 with a total cost not to exceed \$3,500.00. Seconded by Commissioner Wolfensohn. All in Favor.

The Board discussed the contract submitted by Homeland Towers and asked the Secretary to forward to the Fire District Attorney for comments.

Commissioner Wolfensohn reported he is working with the cable provider to update the service at Station 2.

The Board discussed erecting an antique alarm bell at Station 1 and Assistant Chief Jan Schwark will handle the installation.

There was discussion on reimbursing Volunteer Members for their gym membership. A decision was tabled until the July meeting.

Chiefs' Aid Santone advised the Board the following:

- D.P. Wolf has repaired the actuator for the roof heating/AC unit and is in process of installing duct work for proper ventilation in the air compressor room.
- Recertification of the Station 1 elevator is in work for a final building Certificate of Occupation.
- The latest estimate to repair the landscape irrigation system is \$3,200.00. There will be a meeting with the Landscaper for options to reduce the cost to \$1,500.00.

The Board asked the Secretary to investigate purchasing for Station 1 two permanent parking lot signs indicating additional parking on the side of the building.

Correspondence:

NYS Assemblyman David Buchwald, May 24th, 2017 – Re: Legislation Bills A.711 /A.4850

NYS Senator Terrence Murphy, May 31st, 2017 – Re: Legislation Bills S.1411/A.711

Commissioner Wolfensohn made a motion to adjourn, Seconded by Commissioner Olenik, All in Favor. The time is 9:17 PM.

Joseph P. McConnell
Secretary, Millwood Fire District

MILLWOOD FIRE DISTRICT
Balance Sheet
 As of May 31, 2017
May 31, 17

ASSETS

Current Assets

Checking/Savings

| | |
|---|--------------|
| A200 · Cash - Budget Operating Fund | |
| A200.1 · BOF Checking 4111028710 | 1,856,952.87 |
| Total A200 · Cash - Budget Operating Fund | 1,856,952.87 |
| A230 · Cash - Cap RF | |
| A230.1 · CRF Checking 816868657 | 209,315.86 |
| Total A230 · Cash - Cap RF | 209,315.86 |
| A231 · Cash - ERF | |
| A231.2 · ERF Checking 937110245 | 180,115.73 |
| Total A231 · Cash - ERF | 180,115.73 |
| H200 · Cash - Fire House Project Fund | |
| H200.1 · FHP Checking Acct 455267851 | 455,568.22 |
| Total H200 · Cash - Fire House Project Fund | 455,568.22 |
| Total Checking/Savings | 2,701,952.68 |

Total Current Assets 2,701,952.68

Fixed Assets

| | |
|---------------------------------------|--------------|
| K101 · Land | 45,000.00 |
| K101.1 · Land-New Fire House | 1,959,305.00 |
| K102 · Buildings & improvements | |
| K102.2 · Station 2 | |
| K112.2 · Acc. Depr - Station 2 | -389,956.00 |
| K102.2 · Station 2 - Other | 771,123.00 |
| Total K102.2 · Station 2 | 381,167.00 |
| Total K102 · Buildings & improvements | 381,167.00 |
| K104 · Furnishings & Equipment | |
| K104.1 · New Fire House | |
| K114.1 · Acc. Depr. - New Fire House | -42,254.00 |
| K104.1 · New Fire House - Other | 51,472.00 |
| Total K104.1 · New Fire House | 9,218.00 |
| K104.2 · Station 2 | |
| K114.2 · Acc. Depr.- Station 2 | -51,515.00 |
| K104.2 · Station 2 - Other | 200,510.00 |
| Total K104.2 · Station 2 | 148,995.00 |
| Total K104 · Furnishings & Equipment | 158,213.00 |
| K105 · Cap exp - new house | |
| K105.1 · AKRF | 287,559.77 |
| K105.2 · Calgi | 1,134,547.29 |
| K105.3 · legal | |
| K105.31 · PZB fees | 26,000.00 |
| K105.3 · legal - Other | 279,748.56 |
| Total K105.3 · legal | 305,748.56 |
| K105.4 · Melick-Tully | |
| K105.41 · reimbursements | 12,393.14 |

MILLWOOD FIRE DISTRICT

Balance Sheet

As of May 31, 2017

May 31, 17

| | |
|--|---------------|
| K105.4 · Melick-Tully - Other | 16,756.18 |
| Total K105.4 · Melick-Tully | 29,149.32 |
| K105.5 · Misc | 153,673.46 |
| K105.6 · ODA | |
| K105.61 · reimbursements | 66,524.74 |
| K105.6 · ODA - Other | 10,888,723.21 |
| Total K105.6 · ODA | 10,955,247.95 |
| K105.7 · Property acquisition | 15,293.09 |
| K105.8 · Survey fees | 42,643.00 |
| K105 · Cap exp - new house - Other | 491,294.43 |
| Total K105 · Cap exp - new house | 13,415,156.87 |
| K106 · Other fixed assets | |
| K106.1 · Vehicles | |
| K116.1 · Acc. Depr - Vehicles | -1,316,337.00 |
| K106.1 · Vehicles - Other | 2,173,362.00 |
| Total K106.1 · Vehicles | 857,025.00 |
| K106.2 · Equipment | |
| K116.2 · Acc. Depreciation - Equipment | -256,423.00 |
| K106.2 · Equipment - Other | 409,941.00 |
| Total K106.2 · Equipment | 153,518.00 |
| Total K106 · Other fixed assets | 1,010,543.00 |
| Total Fixed Assets | 16,969,384.87 |
| Other Assets | |
| K480 · Prepaid Insurance | 8,493.00 |
| TA · LOSAP | |
| TA385 · Prepaid benefit payments | 5,720.00 |
| TA461.2 · American Equity Annuity | 34,644.49 |
| TA461.5 · Genworth Financial Annuity | 79,643.88 |
| TA461.6 · Royal Bank of Canada | 28,542.01 |
| TA461.7 · RBC Investments at MV | 1,030,492.83 |
| Total TA · LOSAP | 1,179,043.21 |
| Total Other Assets | 1,187,536.21 |
| TOTAL ASSETS | 20,858,873.76 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| A600 · *Accounts Payable | 460,325.70 |
| Total Accounts Payable | 460,325.70 |
| Other Current Liabilities | |
| 24000 · Payroll Liabilities | 136.26 |
| Total Other Current Liabilities | 136.26 |
| Total Current Liabilities | 460,461.96 |
| Long Term Liabilities | |
| W125 · Amt for bond refunds | 340,000.00 |

MILLWOOD FIRE DISTRICT

Balance Sheet

As of May 31, 2017
May 31, 17

| | |
|---|---------------|
| W628 · Bonds Payable | 8,945,000.00 |
| Total Long Term Liabilities | 9,285,000.00 |
| Total Liabilities | 9,745,461.96 |
| Equity | |
| 32000 · Retained Earnings | -246,340.15 |
| A878.9 · Fund balance - BOF | 619,325.51 |
| A878.RA · Fund balance - Cap RF | 176,661.00 |
| A878.RB · Fund balance - ERF | 822,978.00 |
| H909 · Fund Balance - Cap Bldg. Fund | 1,116,465.60 |
| K878.9 · Fund balance - Prop & Equip | 16,969,384.87 |
| TA881.5 · Fund Balance Pension Trust Fund | 1,179,043.00 |
| W00125 · Fund Balance - Bonds Payable | -9,285,000.00 |
| Net Income | -239,106.03 |
| Total Equity | 11,113,411.80 |
| TOTAL LIABILITIES & EQUITY | 20,858,873.76 |

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail

| | Date | Account | Amount | Balance |
|--|------------|---|----------|----------|
| AAA Emergency Supply Co., Inc. | | | | |
| | 06/09/2017 | A3410 · Equipment purchases | 1,644.00 | 1,644.00 |
| | 06/09/2017 | A408.45 · SCBA | 35.00 | 1,679.00 |
| | 06/13/2017 | A3420 · Fire Equip Purchased From ERF | 1,025.00 | 2,704.00 |
| Total AAA Emergency Supply Co., Inc. | | | 2,704.00 | 2,704.00 |
| Allclean Building Maintenance | | | | |
| | 06/09/2017 | A34.456 · Custodial Svc New Fire House | 758.00 | 758.00 |
| | 06/09/2017 | A34.442 · Custodial Svc Sta 2 | 173.00 | 931.00 |
| Total Allclean Building Maintenance | | | 931.00 | 931.00 |
| Carquest Auto Parts | | | | |
| | 06/20/2017 | A408.50 · L52 | 6.90 | 6.90 |
| | 06/20/2017 | A34.443 · Maintenance Supplies | 12.65 | 19.55 |
| Total Carquest Auto Parts | | | 19.55 | 19.55 |
| Chase Card Services | | | | |
| | 06/09/2017 | A34.471 · Office supplies & sundry | 55.65 | 55.65 |
| | 06/09/2017 | A410.4 · Computer Software | 615.00 | 670.65 |
| | 06/09/2017 | A19.412 · Miscellaneous | 30.89 | 701.54 |
| | 06/09/2017 | A34.419 · Inside Maintenance Sta 2 | 1,165.98 | 1,867.52 |
| Total Chase Card Services | | | 1,867.52 | 1,867.52 |
| Clean Air Company Inc | | | | |
| | 06/22/2017 | A34.419 · Inside Maintenance Sta 2 | 790.77 | 790.77 |
| Total Clean Air Company Inc | | | 790.77 | 790.77 |
| Compliance, a System One Division | | | | |
| | 06/20/2017 | A34.486 · Legal, New Fire House Project | 417.00 | 417.00 |
| Total Compliance, a System One Division | | | 417.00 | 417.00 |
| D.P. Wolff Inc. | | | | |
| | 06/26/2017 | A407.80 · Inside Maint. New Fire House | 895.00 | 895.00 |
| Total D.P. Wolff Inc. | | | 895.00 | 895.00 |
| Farrell Fritz, P.C. | | | | |
| | 06/09/2017 | A34.486 · Legal, New Fire House Project | 4,260.10 | 4,260.10 |
| | 06/26/2017 | A34.486 · Legal, New Fire House Project | 2,363.50 | 6,623.60 |
| Total Farrell Fritz, P.C. | | | 6,623.60 | 6,623.60 |
| Forrest Hills | | | | |

MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

June 1 - 26, 2017

| | Date | Account | Amount | Balance |
|--|------------|---|-----------|-----------|
| | 06/09/2017 | A3420 · Fire Equip Purchased From ERF | 5,940.00 | 5,940.00 |
| Total Forrest Hills | | | 5,940.00 | 5,940.00 |
| Fred A Cook, Jr. Inc | | | | |
| | 06/09/2017 | A407.83 · Outside Maint. New Fire House | 250.00 | 250.00 |
| Total Fred A Cook, Jr. Inc | | | 250.00 | 250.00 |
| Hubbinette-Cowell Associates Inc. | | | | |
| | 06/09/2017 | A34.466 · General Liability | 9,569.00 | 9,569.00 |
| | 06/09/2017 | A34.466 · General Liability | 1,507.00 | 11,076.00 |
| | 06/26/2017 | A34.466 · General Liability | 444.00 | 11,520.00 |
| Total Hubbinette-Cowell Associates Inc. | | | 11,520.00 | 11,520.00 |
| Interstate Fire & Safety Equipment Co, In | | | | |
| | 06/15/2017 | A407.80 · Inside Maint. New Fire House | 898.90 | 898.90 |
| Total Interstate Fire & Safety Equipment Co, In | | | 898.90 | 898.90 |
| JP McHale Account | | | | |
| | 06/09/2017 | A34.419 · Inside Maintenance Sta 2 | 58.00 | 58.00 |
| | 06/09/2017 | A407.80 · Inside Maint. New Fire House | 65.00 | 123.00 |
| Total JP McHale Account | | | 123.00 | 123.00 |
| McConnell, Joseph P | | | | |
| | 06/26/2017 | A34.480 · Consultants | 1,845.00 | 1,845.00 |
| Total McConnell, Joseph P | | | 1,845.00 | 1,845.00 |
| Metrocom Wireless | | | | |
| | 06/20/2017 | A3420 · Fire Equip Purchased From ERF | 2,971.00 | 2,971.00 |
| | 06/20/2017 | A408.3 · Radio Maintenance | 135.00 | 3,106.00 |
| | 06/26/2017 | A3410 · Equipment purchases | 902.00 | 4,008.00 |
| Total Metrocom Wireless | | | 4,008.00 | 4,008.00 |
| MetTel Acct 0100413954 | | | | |
| | 06/26/2017 | A34.439 · Phone Service | 47.62 | 47.62 |
| Total MetTel Acct 0100413954 | | | 47.62 | 47.62 |
| Millwood Hardware | | | | |
| | 06/09/2017 | A408.36 · R36 | 39.79 | 39.79 |
| | 06/09/2017 | A407.80 · Inside Maint. New Fire House | 9.27 | 49.06 |
| | 06/09/2017 | A34.419 · Inside Maintenance Sta 2 | 50.93 | 99.99 |
| Total Millwood Hardware | | | 99.99 | 99.99 |

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail

June 1 - 26, 2017

| | <u>Date</u> | <u>Account</u> | <u>Amount</u> | <u>Balance</u> |
|--|-------------|--|---------------|----------------|
| Minerva Cleaners | | | | |
| | 06/20/2017 | A408.4 · Equipment | 1,082.75 | 1,082.75 |
| Total Minerva Cleaners | | | 1,082.75 | 1,082.75 |
| Montesano Bros Inc | | | | |
| | 06/15/2017 | H305.1 · Construction-Site Development | 270,000.00 | 270,000.00 |
| Total Montesano Bros Inc | | | 270,000.00 | 270,000.00 |
| Municipal Emergency Services (M.E.S.) | | | | |
| | 06/13/2017 | A3410 · Equipment purchases | 485.29 | 485.29 |
| | 06/13/2017 | A408.4 · Equipment | 30.25 | 515.54 |
| Total Municipal Emergency Services (M.E.S.) | | | 515.54 | 515.54 |
| New York Power Authority Acct 2363579 | | | | |
| | 06/13/2017 | A34.450 · Electricity New Fire House | 1,720.08 | 1,720.08 |
| | 06/13/2017 | A34.449 · Electricity Station 2 | 268.20 | 1,988.28 |
| Total New York Power Authority Acct 2363579 | | | 1,988.28 | 1,988.28 |
| Nextel Communications Acct 769285023 | | | | |
| | 06/06/2017 | A34.438 · Cellular Service | 356.66 | 356.66 |
| Total Nextel Communications Acct 769285023 | | | 356.66 | 356.66 |
| Open Systems Metro | | | | |
| | 06/15/2017 | A34.455 · Security | 604.47 | 604.47 |
| Total Open Systems Metro | | | 604.47 | 604.47 |
| Paraco Gas Corporation | | | | |
| | 06/09/2017 | A407.23 · Propane | 45.98 | 45.98 |
| Total Paraco Gas Corporation | | | 45.98 | 45.98 |
| Party Line Tent Rentals | | | | |
| | 06/09/2017 | A34.427 · Inspections | 1,050.36 | 1,050.36 |
| Total Party Line Tent Rentals | | | 1,050.36 | 1,050.36 |
| Rescuestuff Inc | | | | |
| | 06/22/2017 | A34.429 · Dress Uniforms | 62.99 | 62.99 |
| Total Rescuestuff Inc | | | 62.99 | 62.99 |
| Ruscon Truck Service | | | | |
| | 06/13/2017 | A3415 · Fire Equip Purchased w insur | 7,463.97 | 7,463.97 |
| | 06/13/2017 | A408.50 · L52 | 4,561.13 | 12,025.10 |
| | 06/26/2017 | A408.15 · T15 | 3,883.34 | 15,908.44 |

MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

June 1 - 26, 2017

| | Date | Account | Amount | Balance |
|---|------------|---|-------------------|-------------------|
| | 06/26/2017 | A408.48 · E248 | 6,786.56 | 22,695.00 |
| Total Ruscon Truck Service | | | 22,695.00 | 22,695.00 |
| Staples Credit Plan | | | | |
| | 06/22/2017 | A34.471 · Office supplies & sundry | 335.29 | 335.29 |
| Total Staples Credit Plan | | | 335.29 | 335.29 |
| Stillwell Stairs and Railings Inc. | | | | |
| | 06/09/2017 | H305.5 · Construction-General | 3,354.50 | 3,354.50 |
| Total Stillwell Stairs and Railings Inc. | | | 3,354.50 | 3,354.50 |
| Suburban Carting Co. | | | | |
| | 06/09/2017 | A407.82 · Sanitation Svc New Fire House | 88.00 | 88.00 |
| | 06/09/2017 | A34.417 · Sanitation Svc Sta 2 | 30.00 | 118.00 |
| Total Suburban Carting Co. | | | 118.00 | 118.00 |
| Vista Construction & Landscape | | | | |
| | 06/26/2017 | A34.415 · Outside Maintenance Sta 2 | 0.00 | 0.00 |
| | 06/26/2017 | A407.83 · Outside Maint. New Fire House | 6,556.00 | 6,556.00 |
| | 06/26/2017 | A34.415 · Outside Maintenance Sta 2 | 630.00 | 7,186.00 |
| | 06/26/2017 | A407.83 · Outside Maint. New Fire House | 0.00 | 7,186.00 |
| Total Vista Construction & Landscape | | | 7,186.00 | 7,186.00 |
| WEX Bank | | | | |
| | 06/06/2017 | A408.11 · diesel | 573.85 | 573.85 |
| | 06/06/2017 | A408.22 · gasoline | 922.50 | 1,496.35 |
| Total WEX Bank | | | 1,496.35 | 1,496.35 |
| SUBTOTAL | | | 349,873.12 | 349,873.12 |
| Greg Santone | | | 1,076.03 | 1,076.03 |
| Paul Michael Marinello | | | 1,202.47 | 1,202.47 |
| Rose Cohen | | | 2,306.77 | 2,306.77 |
| TOTAL | | | 354,458.39 | 354,458.39 |

Commissioners Meeting: Monday June 26th 2017

The Chiefs would like to purchase two halligan tools from Fire End @ \$232.00 each = \$464.00
PO # _____

The Chiefs would like to purchase two Flat Head Axes from Fire End @\$95.00 each = \$190.00
PO # _____

The Chiefs staff would like to suggest that the Fire District have a spec. developed for the resurfacing of the bay floors so that eligible contractors can quote the job and eventually the same can be used for the formal bid process.

The Chiefs would like permission to attend 3 parades with apparatus and bands.

Mt. Kisco on Friday July 14 with the Vets @ \$1150.00

Ossining on Friday August 4th with the Vets @ \$1150.00

Briarcliff on Saturday September 16th with the Ossining Band @ \$1000.00

The Chiefs would like to purchase 50 safety vests @ \$6.00 each = \$300.00 from Ironwear/
Auster Rubber Co. to be issued to each active FF to keep with his/her turn out gear. PO # _____

As per Commissioner Puszka's conversation with Captain Raguso, conduit will need to be run to the rear of the training house before Captain Raguso can install the two LED light fixtures on the rear of the building. Would the BoFC like to solicit quotes to do so, or fix a not to exceed amount to have the work done ?

Captain Raguso is in the process of obtaining a firm written and formal confirmation from BSA that the Millwood Explorers would be covered fully under their insurance policy when riding fire apparatus to and participating at an emergency scene.

With the Board's approval, the Chiefs would like to hold the Wetdown for Rescue 36 on Sunday July 30th from 1 to 4PM.

With the Board's approval, the Chiefs would like to hold this year's Open house
On Saturday October 21st from 1 to 4PM.

With the Board's approval, the buyer of the old Rescue seems willing to purchase the truck in full, in advance of obtaining the title, if we would reduce the price by approximately \$1500.00 to cover 50% of the fee to have the apparatus trailered to their location.

Respectfully,

Chief Jorge Rodrigues