

Millwood Board of Fire Commissioners
Meeting Minutes January 13, 2026

On January 13, 2026, the Millwood Board of Fire Commissioners held their organizational meeting at 6:30 PM at Millwood Station 1. Attending were Commissioners: Alan Schapiro, Anthony Olenik, Dan Puszka, Michael Wolfensohn and Jordan Schiffman; Treasurer Vicki Gillespie; Secretary Joseph McConnell.

The Organizational Meeting was called to order by Commissioner Schiffman.

Notary Public/Commissioner Wolfensohn administered the Oath of Office to Commissioner Daniel Puszka.

Commissioner Olenik nominated Commissioner Wolfensohn to be temporary Chairman, seconded by Commissioner Schiffman, All in Favor.

Commissioner Wolfensohn nominated Alan Schapiro as Chair of the Board of Fire Commissioners, seconded by Commissioner Olenik. All in Favor.

Chairman Schapiro nominates Dan Puszka as Vice Chair of the Board of Fire Commissioners, seconded by Commissioner Schiffman. All in favor.

Secretary McConnell confirmed that all regular media outlets were notified of the Annual Organizational Meeting via the District's web site, notices at the fire stations, the Town of New Castle Town Hall and the Millwood Post Office as well as a legal notice which was posted in the Journal News.

Commissioner Olenik made a motion to allow non-District residents to hold the post of Secretary/Records Management Officer and Treasurer, seconded by Commissioner Schapiro. All in Favor.

Commissioner Olenik nominated Joseph P. McConnell for the position of District Secretary and Records Management Officer at \$42.00 per hour and paid monthly, seconded by Commissioner Schapiro. All in Favor.

Notary Public/Commissioner Wolfensohn administered the Oath of Office to Secretary Joseph McConnell.

Commissioner Schapiro nominated Vicki Gillespie for the position of District Treasurer at \$65.00 per hour and paid monthly, Seconded by Commissioner Olenik, All in Favor.

Notary Public/Commissioner Wolfensohn administered the Oath of Office to District Treasurer Vicki Gillespie.

Commissioner Schiffman made a motion to retain the firm Pinsky Law Group, PLLC as the District's Legal Counsel at a rate of \$400.00 per hour with a \$1,200.00 annual retainer fee. Second, by Commissioner Puszka. All in Favor.

Commissioner Wolfensohn requests that the Treasurer submit the Annual Financial Update Document, for 2025 at the February 2026 monthly meeting, seconded by Commissioner Olenik. All in Favor.

Commissioner Schapiro made a motion to designate the Journal News as the official District newspaper, seconded by Commissioner Schiffman. All in favor.

Commissioner Puszka made a motion to designate JP Morgan Chase bank as the official bank for the Fire District with the account value of approximately \$250,000, seconded by Commissioner Schapiro. In favor: Commissioners Schapiro, Olenik, Puszka and Wolfensohn. Abstained Commissioner Schiffman.

Millwood Board of Fire Commissioners
Meeting Minutes January 13, 2026

Commissioner Puszka made a motion to designate New York Cooperative Liquid Assets Securities System (**NYCLASS**) as the official investment fund for the Fire District investment instrument with an account value of approximately \$6,000,000.00, seconded by Commissioner Schapiro. In favor: Commissioners Schapiro, Olenik, Puszka and Wolfensohn. Abstained Commissioner Schiffman.

Commissioner Schiffman nominated Commissioner Wolfensohn as the designated back-up signee for the JP Morgan Chase bank account, seconded by Commissioner Puszka. All in favor.

Commissioner Olenik moved that the District join the following Organizations, Seconded by Commissioner Puszka. All in Favor.

- Association of Fire Districts, State of NY (annual cost \$675)
- Association of Fire Districts, County of Westchester (annual cost \$400)
- Westchester County Association of Fire Chiefs (annual cost \$400)
- NY State Association of Fire Chiefs (annual cost \$290)
- National Fire Protection Association (annual cost \$225)

Chairman Schapiro requests the Secretary confirm that the District domain of www.millwoodfiristrict.org, and www.millwoodfirecompany.com be registered and paid until February, 2028. Secretary McConnell confirmed that the domain names are paid through February 2028.

Commissioner Schapiro moved that District Monthly Meeting to be held on following dates and to post in the official newspaper and to file receipt and distribute by other approved notification channels, seconded by Commissioner Olenik. All in Favor.

Millwood Fire District 2026 Meeting Schedule	
Tuesday, January 13, 2026	Organizational Meeting
Monday, January 26, 2026	Regular Meeting
Monday, February 23, 2026	Regular Meeting
Monday, March 30, 2026	Regular Meeting
Monday, April 27, 2026	Regular Meeting
Monday, May 18, 2026	Regular Meeting
Monday, June 29, 2026	Regular Meeting
Monday, July 27, 2026	Regular Meeting
Monday, August 24, 2026	Regular Meeting
Wednesday September 16, 2026	2027 Budget Workshop
Monday, September 28, 2026	Regular Meeting
Monday, October 19, 2026	Public Hearing 2027 Budget
Monday, October 19, 2026	Regular Meeting
Monday, November 23, 2026	Regular Meeting
Wednesday, December 16, 2026	Regular Meeting
Tuesday, January 12, 2027	Organizational Meeting

Note: Regular Meetings Begin @ 7:30 PM - Station 1, 100 Millwood Road

Millwood Board of Fire Commissioners Meeting Minutes January 13, 2026

Commissioner Schapiro made a motion to designate LOSAP funds manager as Arrow Bank (Administered by Penflex), seconded by Commissioner Wolfensohn. All in favor.

Commissioner Olenik made a motion to designate Interstate Diagnostics for physicals and labs; as an alternative Clarity Testing should a firefighter not able to meet Interstate's posted schedule, seconded by Commissioner Puszka. All in Favor.

Commissioner Olenik made a motion to designate Open Systems Metro to monitor Station 1 and 2, Seconded by Commissioner Wolfensohn. All in Favor.

Commissioner Schapiro made a motion for the Millwood Fire District to participate in the Westchester County and NYS Mutual Aid Plan, seconded by Commissioner Schiffman, All in Favor.

Commissioner Olenik made a motion to approve the following District consultants as set forth in the meeting notes, seconded by Commissioner Puszka. All in Favor.

- Insurance Agents: Hubbinette Cowell & Associates
- Workman's Compensation Insurance: Fire Districts of NY Mutual Insurance Company, Inc.
- Auditors: RBT CPA, LLC
- District Administrative Assistant: Greg Santone at a rate of \$29.00 per hour.
- District Website Host: Homestead
- Technology: Lantegrity Consulting Group
- Plumbing Repair: CK Plumbing & Heating , Ltd.
- Electric Repair: Nick's Electric Service of NY, LLC
- Painting: Farez Development Corp.
- Radio Repair: Metrocom Wireless, Inc
- Roofing: Dennis Adams Contracting, Inc.
- Septic/Drainage: Fred A Cook, Jr. Inc.
- Apparatus Repair: Hopewell Fire Apparatus Service Co.
- Vehicle Body Repair: Gowans Knight Co.,Inc. & Briarcliff Manor Auto Body

Chairman Schapiro made a motion to authorize the following committees and committee Chairs as set forth in the meeting notes, seconded by Commissioner Wolfensohn, All in Favor.

- Buildings, Grounds, and Maintenance: Commissioner Olenik & Puszka, Co-Chairs
- Legal, Leases, & Contracts: Commissioner Schiffman, Chair
- Company Health & Welfare: Vitality, Annual Inspection, LOSAP, Uniforms; Commissioner Puszka, Chair
- Firematic Investment, Equipment Maintenance, Truck Replacement: Commissioners Olenik & Puszka, Co-Chairs
- Information Technology: Commissioner Schapiro, Chair
- Public Information: Commissioner Schapiro, Chair
- Administrative; Records Management, Audit, Elections: Commissioner Olenik, Chair
- Policy, Procedure, and By-laws; Inventory, Review and Recommend Improvements: Commissioner Wolfensohn, Chair
- OSHA & PESH Requirements: Commissioner Wolfensohn, Chair

Millwood Board of Fire Commissioners
Meeting Minutes January 13, 2026

Chairman Schapiro moved that all standing policies and procedures and by-laws applicable in 2025 apply in 2026, seconded by Commissioner Olenik. All in Favor.

Commissioner Puszka made a motion to adjourn the meeting at 7:00 PM. Seconded by Commissioner Wolfensohn. All in Favor.

Joseph P McConnell
Secretary