

Millwood Board of Fire Commissioners  
Meeting Minutes October 22<sup>nd</sup>, 2025

On October 22, 2025, the Millwood Board of Fire Commissioners held their regular monthly meeting at 7:30 PM at Millwood Station 1. Attending were Commissioners: Alan Schapiro, Anthony Olenik, Dan Puszka, and Jordan Schiffman; Treasurer Vicki Gillespie; Secretary Joseph P. McConnell; Chief Jorge Rodrigues.

Chairperson Schapiro called the meeting to order.

**Public Comment**

- Commissioners Schapiro and Schiffman congratulated the Chief on the Department's "Open House" which was an enormous success.

**Correspondence – None**

**Chief's Report** (attached)

**Treasurer's Report** (attached)

- The Treasurer advised the Board that \$31,000.00 will be transferred from the NYClass Operating Fund account to Chase Bank Operating Fund account on October 23<sup>rd</sup>, 2025.

**Work Session**

A motion made by Commissioner Olenik, seconded by Commissioner Puszka to approve September 4, 2025, Special Meeting Minutes. In favor: Commissioners Schapiro, Olenik and Puszka; Commissioner Schiffman abstained.

A motion made by Commissioner Olenik, seconded by Commissioner Schiffman to approve September 29, 2025, Regular Meeting Minutes. All in favor

The following resolution approved the final budget for 2026 within the real property tax limit.

WHEREAS the Board of Fire Commissioners of the Millwood Fire District must adopt a proposed budget for 2026 and estimate of fund balances in preparation for the annual fire district budget hearing and did so in preparation for the budget hearing, and

WHEREAS the Board of Fire Commissioners of the Millwood Fire District held the annual fire district budget hearing on notice to the public on October 22<sup>nd</sup>, 2025, and

WHEREAS, the Board considered the proposed budget and received no comments on the proposed budget on October 22<sup>nd</sup>, 2025, at said budget hearing, and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners hereby approves the Final Budget for the Millwood Fire District for 2026 attached hereto and made a part hereof in the amount of \$2,085,276.00.

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was as follows:

Chairman	Schapiro	Aye
Commissioner	Olenik	Aye
Commissioner	Puszka	Aye
Commissioner	Schiffman	Aye

The resolution was thereupon duly declared to have been adopted.

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A motion made by Commissioner Olenik, seconded by Commissioner Puszka to approve the Penflex Actuarial Service LLC 2025/2026 service agreement at a cost of \$ 7,150.00 All in favor.

A motion made by Commissioner Olenik, seconded by Commissioner Puszka to accept the 2025-2026 oil bid from Almeida Oil Company of \$2.699 per gallon (unrestricted number of gallons for either heating or fuel oil). There were two other bids from Mitchell Co (with restrictions) and Robinson Oil (\$2.8914). All in favor.

A motion made by Commissioner Olenik, seconded by Commissioner Puszka to approve the 2025-2026 Regina Landscaping proposal for Station 1 and 2 snow removal at the 2024-2025 rate. Note no other bids were received. All in favor.

A motion made by Commissioner Puszka, seconded by Commissioner Schiffman to accept the 2026 Otis Elevator maintenance contract for Station 1 \$ 3,844.44. Note no other bids were received. All in favor.

Motion made by Commissioner Puszka, seconded by Commissioner Schiffman, to appoint the following election officials for the 2025 Millwood Fire District election.

WHEREAS Section 175-a of the Town Law provides for a system of registration for Fire District elections; and

WHEREAS a register of eligible Fire District voters must be prepared prior to the Fire District election; and

WHEREAS such a register shall be prepared from names of persons who have registered with the Westchester County Board of Elections.

NOW, THEREFORE, BE RESOLVED that the following resident electors of the Millwood Fire District are hereby appointed to constitute the Millwood Fire District Board of Elections for the 2025 annual Fire District election:

Sue Rich_____	Chairperson
Devin Madurus_____	Election Inspector
Kathi Mead_____	Election Inspector (optional)
John McCarthy_____	Ballot Clerk

and be it further.

RESOLVED that the Chairman, Election Inspector(s), and Ballot Clerk(s) be compensated in the amount of \$100.00 for their services in preparing the registration records and the same sum for their service and attendance at the annual election; and be it further.

RESOLVED that in case any of the members appointed herein are unable or refuse to assume or perform the duties required of them, the Board of Fire Commissioners or the Secretary of the Fire District may appoint alternates who are resident electors; and be it further.

RESOLVED that, if clerical help is deemed necessary, the Board of Fire Commissioners delegates to the Chairman of the Board of Fire Commissioners the power to appoint such clerical help at a reasonable rate.

All in favor. The motion was thereupon duly declared to have been adopted.

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A motion was made by Commissioner Puszka, seconded by Commissioner Olenik to purchase a rescue manikin for Department training from MES at a cost of \$1,548.95 plus shipping. All in favor. P.O. 409

A motion was made by Commissioner Puszka, seconded by Commissioner Schiffman to purchase one emergency plug kit for stabilizing the current EV vehicles involved in collisions from MES at a cost of \$1,167.93. All in favor. P.O. 410

A motion was made by Commissioner Olenik, seconded by Commissioner Puszka to purchase an AED for Station 2 at a cost not to exceed \$1,300.00. All in favor. P.O. 412

A motion was made by Commissioner Puszka, seconded by Commissioner Olenik to purchase an additional elevator emergency key set from AAA at a cost of \$229.95. All in favor. P.O. 411

A motion was made by Commissioner Puszka, seconded by Commissioner Schiffman to approve Anikaith Reddyjarugu for Junior Membership. All in favor.

A motion made by Commissioner Puszka, seconded by Commissioner Olenik to adjourn at 7:40 P.M. All in favor

Respectively submitted,

Joseph P. McConnell  
Fire District Secretary

**MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report October 28th, 2024**

We would like the Board to approve Eeshan Aanand for Active membership.

We would like the Board to approve Alex Silverman for Junior membership.

We would like to move forward with the obtaining and outfitting of a trailer for the safe transport of our UTV and equipment at a cost not to exceed \$10,000.00. PO # \_\_\_\_\_

For Chief Jorge Rodrigues & Staff

*Greg Santone*

Assistant Chief

**Millwood Fire District  
October 22, 2025 Meeting**

**Operating Cash Transfer from NYClass 2034-0001 to Chase Bank 8710**

<b>Chase Bank 8710 Balance as of 10/21/2025</b>	<b>\$ 150,554.45</b>
<b>Less:</b>	
Uncleared Check # 17700 Open Systems Metro	\$ (3,605.00)
10/22/2025 Claims for Approval	\$ (31,138.75)
<b>Subtotal</b>	<b>\$ 115,810.70</b>
<b>Plus:</b>	
Bank Deposit 10/22/2025	\$ 200.00
October BPays paid on 10/01/2025	\$ 3,618.91
<b>Net Cash Available for Use</b>	<b>\$ 119,629.61</b>
<b>Transfer from NYClass to Chase on 10/23/2025</b>	<b>\$ 31,000.00</b>
<b>Chase Bank 8710 Balance after Transfer</b>	<b>\$ 150,629.61</b>
<b>Target: Minimum Balance</b>	<b>\$ 150,000.00</b>

**Balance Sheet**  
**MILLWOOD FIRE DISTRICT**  
**As of September 30, 2025**

	<b>Total</b>
<b>Assets</b>	
<b>Current Assets</b>	
Bank Accounts	
A200 Cash - Budget Operating Fund	\$ -
A200.1 BOF Checking 4111028710	\$ 151,060.61
A200.2 Chase Card	\$ -
A200.5 BOF NYCLASS Acct NY-01-2034-0001	\$ 1,301,541.29
<b>Total for A200 Cash - Budget Operating Fund</b>	<b>\$ 1,452,601.90</b>
A230 Cash - Cap RF	\$ -
A230.1 CRF Checking 816868657	\$ -
A230.5 CRF NYCLASS Acct NY-01-2034-0002	\$ 572,846.75
CRF Operating Acct 411437395	\$ -
<b>Total for A230 Cash - Cap RF</b>	<b>\$ 572,846.75</b>
A231 Cash - ERF	
A231.2 ERF Checking 937110245	\$ -
A231.5 ERF NYCLASS Acct NY-01-2034-0003	\$ 2,008,533.52
<b>Total for A231 Cash - ERF</b>	<b>\$ 2,008,533.52</b>
<b>Total for Bank Accounts</b>	<b>\$ 4,033,982.17</b>
<b>Accounts Receivable</b>	
Other Current Assets	
A041 Equipment for Rescue Truck	\$ -
A200.4 Petty Cash	\$ 158.57
A390 Due from Equip Res to Oper	\$ -
A392 Due to Oper Fund from ER	\$ -
A480 Prepaid Expense Insurance	\$ -
Exchange	\$ -
<b>Total for Other Current Assets</b>	<b>\$ 158.57</b>
<b>Total for Current Assets</b>	<b>\$ 4,034,140.74</b>
<b>Fixed Assets</b>	
Capital Current yr expenses	

**Balance Sheet**  
**MILLWOOD FIRE DISTRICT**  
**As of September 30, 2025**

	<b>Total</b>
Current yr- CRF	\$ -
<b>Total for Capital Current yr expenses</b>	<b>\$ -</b>
K101.1 Land-New Fire House	\$ 2,317,440.59
K101 Land	\$ 45,000.00
K102 Buildings & improvements	
K102.1 New Fire House	\$ 14,238,018.42
K102.2 Station 2	\$ 801,469.00
<b>Total for K102 Buildings &amp; improvements</b>	<b>\$ 15,039,487.42</b>
K104 Furnishings & Equipment	
K104.1 New Fire House	\$ 289,309.50
K104.2 Station 2	\$ 66,734.00
<b>Total for K104 Furnishings &amp; Equipment</b>	<b>\$ 356,043.50</b>
K105 Construction in Progress	\$ -
K105.3 Cap exp legal	\$ -
K105.7 Cap exp Property acquisition	\$ -
K105.8 Cap exp Survey fees	\$ -
<b>Total for K105 Construction in Progress</b>	<b>\$ -</b>
K106 Other fixed assets	\$ -
K106.1 Vehicles	\$ 3,257,943.49
K106.12 Deposit on Vehicle	\$ -
<b>Total for K106.1 Vehicles</b>	<b>\$ 3,257,943.49</b>
K106.2 Equipment	\$ 469,925.31
K2665 Gain (loss) asset disposal	\$ -
<b>Total for K106 Other fixed assets</b>	<b>\$ 3,727,868.80</b>
K109.1 Construction in Progress-Trucks	\$ -
<b>Total for Fixed Assets</b>	<b>\$ 21,485,840.31</b>
<b>Other Assets</b>	
A461 Service Award Program Assets	
A461.2 American Equity Annuity	\$ 45,203.87
A461.8 Glens Falls National Bank	\$ 2,070,202.56

**Balance Sheet**  
**MILLWOOD FIRE DISTRICT**  
**As of September 30, 2025**

	Total
<b>Total for A461 Service Award Program Assets</b>	<b>\$ 2,115,406.43</b>
K480 Prepaid Insurance	\$ -
<b>Total for Other Assets</b>	<b>\$ 2,115,406.43</b>
<b>Total for Assets</b>	<b>\$ 27,635,387.48</b>
<b>Liabilities and Equity</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
A600 *Accounts Payable	\$ -
<b>Total for Accounts Payable</b>	<b>\$ -</b>
Credit Cards	
Other Current Liabilities	
24000 Payroll Liabilities	\$ -
CT Income Tax	\$ -
Federal Taxes (941/943/944)	\$ -
NYS Income Tax	\$ 492.25
<b>Total for 24000 Payroll Liabilities</b>	<b>\$ 492.25</b>
600 LOSAP Accounts Payable	\$ -
A101 Employee Tax Withholdings	\$ -
A600.1 Accounts payable	\$ -
A630 Due to Other Funds	\$ -
A700 Accrued Liabilities	\$ -
Direct Deposit Payable	\$ -
H630 Due to General Fund	\$ -
<b>Total for Other Current Liabilities</b>	<b>\$ 492.25</b>
<b>Total for Current Liabilities</b>	<b>\$ 492.25</b>
Long-term Liabilities	
W628 Bonds Payable	\$ 5,295,000.00
<b>Total for Long-term Liabilities</b>	<b>\$ 5,295,000.00</b>
<b>Total for Liabilities</b>	<b>\$ 5,295,492.25</b>



**Balance Sheet**  
**MILLWOOD FIRE DISTRICT**  
**As of September 30, 2025**

	<b>Total</b>
<b>Equity</b>	
A806 Fund Balance-Not Spendable	\$ 22,794.00
A878.8 Gen Retained Earnings	\$ 285,407.00
A878.9 Fund balance - BOF	\$ 259,648.22
A878.RA Fund balance - Cap RF	\$ 720,114.55
A878.RB Fund balance - ERF	\$ 1,658,294.32
A895 Restricted for LOSAP Program	\$ 2,115,406.53
A914 Assigned Fund Balance	\$ -
A917 Unassigned Fund Balance--LOSAP	\$ (938,510.93)
K878.9 Fund balance - Prop & Equip	\$ 21,485,840.95
W125 Amt needed for bond refunds	\$ (5,295,000.00)
32000 Retained Earnings	\$ 1,344,608.22
Net Income	\$ 681,292.37
<b>Total for Equity</b>	<b>\$ 22,339,895.23</b>
<b>Total for Liabilities and Equity</b>	<b>\$ 27,635,387.48</b>

**Expenses by Vendor Summary**

**MILLWOOD FIRE DISTRICT**

**October 2025**

<b>Vendor</b>		<b>Total</b>
AAA Emergency Supply Co., Inc.	\$	5,067.10
Almeida Oil Co.	\$	1,439.50
Association of Fire Dist of Westchester County	\$	400.00
Canon Solutions America	\$	30.63
Chase Card Services	\$	317.04
D.P. Wolff Inc.	\$	3,676.00
JP McHale Account	\$	219.86
Lantegrity Consulting Group	\$	929.62
Luis D'Amire	\$	500.00
McConnell, Joseph P	\$	19.50
MES	\$	59.00
Metrocom Wireless, Inc.	\$	75.40
MetTel Acct 0100413954	\$	135.65
Michael Wolfensohn	\$	974.72
Millwood Hardware	\$	136.22
New Castle-Stanwood Water District	\$	218.55
New York Power Authority Acct 2363579	\$	3,810.93
New York State Assoc of Fire Chiefs	\$	290.00
Optimum	\$	670.24
Paraco Gas Corporation	\$	334.76
Peak Power Systems	\$	798.50
Penflex Actuarial Services, LLC	\$	1,000.00
Regina Landscaping Corp.	\$	702.00
Scott Stein	\$	516.00
Signal 73 Fire Training LLC	\$	1,700.00
Suburban Carting Co.	\$	144.80
T-Mobile	\$	414.18
Verizon	\$	450.57
WEX Bank	\$	1,600.60
<b>Subtotal Claims - Operating Fund</b>	<b>\$</b>	<b>26,631.37</b>

**Expenses by Vendor Summary**

**MILLWOOD FIRE DISTRICT**

**October 2025**

<b>Vendor</b>	<b>Total</b>
<b>Payroll</b>	
Vicki Gillespie	\$ 1,913.08
Joseph McConnell	\$ 1,373.57
Greg Santone	\$ 535.63
IRS Oct Payroll	\$ 685.10
<b>Total Payroll</b>	<b>\$ 4,507.38</b>
<b>Total Claims Operating Fund</b>	<b>\$ 31,138.75</b>
<b>Total Claims for Approval 22 October 2025</b>	
	<b>\$ 31,138.75</b>

Accrual Basis Wednesday, October 22, 2025 07:17 PM GMTZ