

Millwood Board of Fire Commissioners
Meeting Minutes December 15th, 2025

On December 15, 2025, the Millwood Board of Fire Commissioners held their regular monthly meeting at 7:30 PM at Millwood Station 1. Attending were Commissioners: Anthony Olenik, Dan Puszka, Michael Wolfensohn, and Jordan Schiffman; Treasurer Vicki Gillespie; Secretary Joseph P. McConnell; Assistant Chief Greg Santone.

Commissioner Puszka called the meeting to order.

Public Comment - None

Correspondence – None

Chief's Report (attached)

Treasurer's Report (attached)

- The Treasurer noted a transfer from NYClass to Chase on December 15, 2025, for \$68,000.
- The year end Encumbrances total \$38,867.
- The estimated outstanding December invoices total \$59,750.
- No capital asset disposals to report for 2025

Work Session

A motion made by Commissioner Olenik, seconded by Commissioner Puszka to approve November 25, 2025, Special Meeting Minutes. Commissioners Wolfensohn & Schiffman abstained, Commissioners Olenik & Puszka approved.

A motion made by Commissioner Olenik, seconded by Commissioner Puszka to approve December 1, 2025, Regular Meeting Minutes. Commissioner Wolfensohn abstained, Commissioners Olenik, Schiffman & Puszka approved.

A motion made by Commissioner Wolfensohn, seconded by Commissioner Olenik to approve the following funds transfer. All in favor

From		
Account #	Description	Amount
A407.6	Maintenance-Gounds & Buildings	\$ 17,000.00
	Total	\$ 17,000.00
To		
A34.480	Consultants	\$ 1,000.00
A3410	Equipment Purchases	\$ 15,000.00
A410.3	Computer Hardware	\$ 1,000.00
	Total	\$ 17,000.00

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A motion made by Commissioner Olenik, seconded by Commissioner Puszka to approve the following transfer of funds to Equipment and Capital Reserves. All in favor

Total Approved Reserve Fund Transfer	
Equipment Reserve	\$ 400,000.00
Capital Reserves	\$ 50,000.00
Total Transfer	\$ 450,000.00

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Schiffman to approve Christopher Connors application for membership into the Millwood Fire Department as a firefighter. All in favor.

A motion was made by Commissioner Olenik, seconded by Commissioner Wolfensohn to approve the proposed Millwood Fire District *Information Technology Contingency and Continuity Planning Guide* All in favor.

A motion was made by Commissioner Olenik, seconded by Commissioner Puszka to approve the Peak Power Generator contract proposal. All in favor.

A motion made by Commissioner Olenik, seconded by Commissioner Puszka to adjourn at 8:05 P.M. All in favor

Respectively submitted,

Joseph P. McConnell
Fire District Secretary

MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report December 15, 2025

The 2025 annual OSHA refresher training was completed with some possible make up sessions to follow, and the Company meeting will be held tomorrow - Tuesday December 16th. The Members will then be given the two following Tuesdays off for the Holidays. Training will begin again in the new year with an EV emergency response class on Tuesday evening January 6th.

We need the Board to approve Christopher Connors for active membership as we anticipate him being voted in tomorrow night. He was a former member and has completed FF1, his physical, and his background check. He recently moved back into the area.

As the year draws to a close, the Chiefs staff would again like to thank the BoFC for their support throughout the year. We wish everyone the very best during this Holiday Season and look forward to a safe and productive 2026.

For the Chiefs Staff
Respectfully,

Greg Santone
Assistant Chief

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

Chase Bank 8710 Balance as of 12/12/2025	\$ 146,077.41
Less:	
Uncleared Check #17823 Kathi Mead	\$ (100.00)
Uncleared Check #17825 John McCarthy	\$ (100.00)
Uncleared Check #17828 Quality Elevator Inspection	\$ (300.00)
Voided Check #17824 Sherri Santone	\$ (100.00)
12/15/2025 Claims for Approval	\$ (100,603.32)
Subtotal	\$ 44,874.09
Plus:	
December BPays paid 12/02/2025	\$ 4,958.72
Bond Interest Payment Wire Transfer paid from NYClass 12/01/20	\$ 33,093.75
Net Cash Available for Use	<u>\$ 82,926.56</u>
Transfer from NYClass to Chase on 12/15/2025	\$ 68,000.00
Chase Bank 8710 Balance after Transfer	\$ 150,926.56
Target: Minimum Balance	\$ 150,000.00

Note:

12/15/2025 - 2 Additional Claims for approval	\$ 9,153.02
Updated 12/15/2025 Claims for Approval	\$ 109,756.34
Adjusted Chase Bank Acct # 8710 after Transfer	\$ 141,773.54

Balance Sheet
MILLWOOD FIRE DISTRICT
As of November 30, 2025

	Total
Assets	
Current Assets	
Bank Accounts	
A200 Cash - Budget Operating Fund	0.00
A200.1 BOF Checking 4111028710	151,330.28
A200.2 Chase Card	0.00
A200.5 BOF NYCLASS Acct NY-01-2034-0001	<u>1,260,872.16</u>
Total for A200 Cash - Budget Operating Fund	\$1,412,202.44
A230 Cash - Cap RF	0.00
A230.1 CRF Checking 816868657	0.00
A230.5 CRF NYCLASS Acct NY-01-2034-0002	576,573.84
CRF Operating Acct 411437395	<u>0.00</u>
Total for A230 Cash - Cap RF	\$576,573.84
A231 Cash - ERF	
A231.2 ERF Checking 937110245	0.00
A231.5 ERF NYCLASS Acct NY-01-2034-0003	<u>2,021,601.56</u>
Total for A231 Cash - ERF	\$2,021,601.56
Total for Bank Accounts	\$4,010,377.84
Other Current Assets	
A041 Equipment for Rescue Truck	0.00
A200.4 Petty Cash	158.57
A390 Due from Equip Res to Oper	0.00
A392 Due to Oper Fund from ER	0.00
A480 Prepaid Expense Insurance	6,119.00
Exchange	<u>0.00</u>
Total for Other Current Assets	\$6,277.57
Total for Current Assets	\$4,016,655.41
Fixed Assets	
Capital Current yr expenses	
Current yr- CRF	0.00

Balance Sheet
MILLWOOD FIRE DISTRICT
As of November 30, 2025

	Total
Total for Capital Current yr expenses	\$0.00
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	<u>801,469.00</u>
Total for K102 Buildings & improvements	\$15,039,487.42
K104 Furnishings & Equipment	
K104.1 New Fire House	289,309.50
K104.2 Station 2	<u>66,734.00</u>
Total for K104 Furnishings & Equipment	\$356,043.50
K105 Construction in Progress	0.00
K105.3 Cap exp legal	0.00
K105.7 Cap exp Property acquisition	0.00
K105.8 Cap exp Survey fees	<u>0.00</u>
Total for K105 Construction in Progress	\$0.00
K106 Other fixed assets	0.00
K106.1 Vehicles	3,257,943.49
K106.12 Deposit on Vehicle	<u>0.00</u>
Total for K106.1 Vehicles	\$3,257,943.49
K106.2 Equipment	469,925.31
K2665 Gain (loss) asset disposal	<u>0.00</u>
Total for K106 Other fixed assets	\$3,727,868.80
K109.1 Construction in Progress-Trucks	<u>0.00</u>
Total for Fixed Assets	\$21,485,840.31
Other Assets	
A461 Service Award Program Assets	
A461.2 American Equity Annuity	45,203.87
A461.8 Glens Falls National Bank	<u>2,070,202.56</u>
Total for A461 Service Award Program Assets	\$2,115,406.43

Balance Sheet
MILLWOOD FIRE DISTRICT
As of November 30, 2025

	Total
K480 Prepaid Insurance	0.00
Total for Other Assets	\$2,115,406.43
Total for Assets	\$27,617,902.15
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
A600 *Accounts Payable	0.00
Total for Accounts Payable	\$0.00
Other Current Liabilities	
24000 Payroll Liabilities	0.00
CT Income Tax	0.00
Federal Taxes (941/943/944)	894.15
NYS Income Tax	235.90
Total for 24000 Payroll Liabilities	\$1,130.05
600 LOSAP Accounts Payable	0.00
A101 Employee Tax Withholdings	0.00
A600.1 Accounts payable	0.00
A630 Due to Other Funds	0.00
A700 Accrued Liabilities	0.00
Direct Deposit Payable	0.00
H630 Due to General Fund	0.00
Total for Other Current Liabilities	\$1,130.05
Total for Current Liabilities	\$1,130.05
Long-term Liabilities	
W628 Bonds Payable	5,295,000.00
Total for Long-term Liabilities	\$5,295,000.00
Total for Liabilities	\$5,296,130.05
Equity	
A806 Fund Balance-Not Spendable	22,794.00

Balance Sheet
MILLWOOD FIRE DISTRICT
As of November 30, 2025

	Total
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	0.00
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	<u>663,169.24</u>
Total for Equity	<u>\$22,321,772.10</u>
Total for Liabilities and Equity	<u>\$27,617,902.15</u>

Accrual Basis Wednesday, December 03, 2025 10:56 PM GMTZ

MILLWOOD FIRE DISTRICT

Claims by Vendor Summary

December 2025

Vendor	Total	
AAA Emergency Supply Co., Inc.	2,424.00	
Advance Auto Parts	26.78	
AFDSNY	675.00	
Allclean Building Maintenance	1,260.00	
Almeida Oil Co.	4,172.12	
Amazon Capital Services, Inc.	734.23	
Canon Solutions America	39.56	
Chase Card Services	1,536.44	
Elizabeth Sanger	607.50	
Gannett Media Corp	252.40	
Hubbinete-Cowell Assoc. Inc.	5,050.00	Prepaid Insurance Premium for 2026
Inter-State Diagnostic, Inc.	22,205.00	
Joyce Wilson	637.50	
JP McHale Pest Mgmt Inc.	219.86	
Kings Capital Construction Group, Inc.	2,471.50	
Lantegrity Consulting Group	3,368.79	
Luis D'Amire	500.00	
MES	12,072.46	
Metrocom Wireless, Inc.	157.57	
MetTel Acct 0100413954	136.57	
New York Power Authority Acct 2363579	2,799.51	
Optimum	670.81	
Paraco Gas Corporation	204.36	
Reliant Fire Hose Testing Inc.	6,286.45	
Rich, Sue	100.00	Replacement for Sherri Santone
Santone, Sherri	-100.00	Reversal of 11/25 Claim. Replaced by Sue Rich
Suburban Carting Co.	144.80	
The Bank of Greene County	33,093.75	
T-Mobile	414.21	
Verizon	455.50	
WEX Bank	1,705.63	
Subtotal Vendor Claims - Oper ting Fund	\$104,322.30	

Payroll

Vicki Gillespie \$2,385.66

MILLWOOD FIRE DISTRICT
Claims by Vendor Summary

December 2025

Vendor	Total
Joseph McConnell	\$1,471.67
Greg Santone	\$401.73
NYS Q4 Payroll	\$371.82
IRS Dec Payroll	\$803.16
Total Payroll	\$5,434.04
 Total Claims - Operating Fund	 <u>109,756.34</u>
 Total Claims for Approval 15 December 2025	 <u>109,756.34</u>

Accrual Basis Monday, December 15, 2025 10:30 PM GMTZ