

# Millwood Board of Fire Commissioners

## Fire District Board Meeting

November 21, 2016, 7:30pm  
Station 1: 100 Millwood Road  
**AGENDA**

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### 7:30pm (Public Comment)

#### **Board Room Working Session:**

##### **Chiefs Report**

Update on new rescue pumper based on field visit  
News on additional new members to fire company

##### **Treasurer's Report**

Change order for close out: S&S Fire Suppression Systems for \$725.30  
Budget Line item adjustments

##### **Work Session Items:**

Snow Plowing bids Station 1  
Adoption of Minutes 10/24/2016  
New Chief's vehicle  
Proposal for CAD line install \$760  
Proposal for TV installation \$1,986.50  
Status of iron core  
Brief summary of Fire Commissioner Information meeting with League of Women Voters  
Status of medical responder staged (as necessary) at Station 1  
Next steps on LED lights

November 21, 2016

On November 21, 2016, The Millwood Board of Fire Commissioners held their regular Monthly Meeting at 7:30pm at Station No. 1 located at 100 Millwood Road in the Town of New Castle. Present at the meeting were Commissioners: Angelo Indusi, Anthony Olenik, Dan Puszka, Alan Schapiro, Jason Lichtenthal, Secretary Paul Michael Marinello, Treasurer Rose Cohen, Chief Greg Santone, 1<sup>st</sup> Assistant Chief Jorge Rodrigues, 2<sup>nd</sup> Assistant Chief Jan Schwark, Captain Frank Nestro, and resident Michael Wolfensen.

Chairman Indusi called the meeting to order.

There was no public comment.

**Chief's Report** by Chief Greg Santone, attached.

Commissioner Puszka made a motion to purchase two 14" Partner Rescue saws on NYS Contract at \$1,505 each plus blades for the new Rescue from MES at a total cost of \$3,325, Seconded by Commissioner Olenik, All in Favor. PO # 169 (These funds are part of the \$775,000 permissive referendum.)

Commissioner Puszka made a motion to purchase one 20" Stihl chain saw at a cost of \$1,175 for the new Rescue from Ossining Lawn Mower, Seconded by Commissioner Olenik, All in Favor. PO # 170 (These funds are part of the \$775,000 permissive referendum.)

Additional bids:

Argento \$1,249

RC Power \$1,300

Commissioner Puszka made a motion to purchase one hose strap for the Tanker at a total cost of \$76 from Fire End & Croker, Seconded by Commissioner Olenik, All in Favor. PO# 171

Commissioner Puszka made a motion to replace a broken 36 inch Halogen tool for Engine 248 at a total cost of \$198 from Fire End & Croker, Seconded by Commissioner Olenik, All in Favor. PO# 172

Commissioner Puszka made a motion to purchase two manual hose rollers at a cost of \$138 each (total \$276) from Fire End & Croker, Seconded by Commissioner Olenik, All in Favor. PO # 173

Chief Santone stated that there have been 8 new members in 2016.

The Chiefs and Commissioner Puszka made a factory visit to KME on Friday November 18th. Progress continues on the new Rescue with an anticipated delivery date of mid January.

Commissioner Puszka made a motion to accept Lars Lee and Lucas Zhao for active class A membership, Seconded by Commissioner Lichtenthal, All in Favor. (Both were voted in this past Tuesday evening by the Fire Company.)

Chief Santone stated that the annual FD physicals with Interstate Diagnostic and fit testing by AAA are scheduled for tomorrow, Tuesday 11/22.

The Chief's staff would like to invite the Commissioners to the Fire Company Cocktail Party on Friday December 9th at 7pm.

**Treasurer's Report:** attached by Treasurer Rose Cohen.

Chairman Indusi made a motion to accept a change order from S&S Fire Suppression for \$725.30, Seconded by Commissioner Puszka, All in Favor. This payment will close out this prime contract.

Commissioner Olenik made a motion to accept the following line item budget adjustments, Seconded by Commissioner Lichtenthal, All in Favor.

Move \$20,000 from Unallocated to A341 Legal  
Move \$2,000 from A34.46 Hydrant tax to A341 Legal  
Move \$15,000 from A407.1 Electricity to A341 Legal  
Move \$3,000 from A407.2 Heating Expense to A341 Legal

Move \$6,000 from A407.6 Maintenance-Grounds & Building to A408.01 Maintenance & Repair  
Move \$3,000 from A34.426 Service Award Program to A408.01 Maintenance & Repair  
Move \$3,000 from A34.427 Inspections to A408.01 Maintenance & Repair  
Move \$4,000 from A408.2 Vehicle Fuel and Oil to A408.01 Maintenance & Repair  
Move \$1,000 from A408.3 Radio Maintenance to A408.01 Maintenance & Repair  
Move \$1,000 from A409 Siren Maintenance to A408.01 Maintenance & Repair

**Work Session:**

There was a discussion regarding a proposal from Fred Cook for video monitoring of the gray water tank located under the north parking lot at Station 1. The Board thinks that there is a leak in the tank.

Chairman Indusi made a motion to accept a proposal from Fred Cook for video monitoring the gray water tank at an approximate cost of \$2200, Seconded by Commissioner Schapiro, All in Favor.

Commissioner Schapiro discussed a meeting that was held regarding open seats on the Board with residents. The meeting was coordinated by the League of Women Voters and included a Q & A session with New Castle Board members as well as Commissioners Puszka and Schapiro.

Commissioner Lichtenthal made a motion to accept a proposal for installation of CAD lines for the Red Alert software system by Ken Porter at a total cost of \$760, Seconded by Commissioner Puszka, All in Favor.

The Board has received a proposal from ColorTone audio for installation and cabling of the last remaining TV in the upstairs company Board room. The \$1985.50 was tabled.

There was a discussion regarding replacing chief's vehicle 2252 which has 80,000+ miles.

Chairman Indusi made a motion to spend up to \$60,000 from the equipment reserve fund to purchase and outfit a new chief's vehicle, Seconded by Commissioner Schapiro, All in Favor. Note: This resolution was passed subject to a permissive referendum pursuant to Section 6-g of the General Municipal law.

Secretary Marinello gave a brief update on the Annual Election, to take place on December 13th, to elect (2) fire commissioners. All notices have been posted, the Town notified, and the election inspectors contacted.

Chairman Indusi made a motion to enter an executive session to discuss legal issues, Seconded by Commissioner Schapiro, All in Favor. The time is 8:40pm.

Chairman Indusi made a motion to exit the executive session, Seconded by Commissioner Schapiro, All in Favor. The time is 8:50pm.

Meeting adjourned at 9:30pm.

Paul Michael Marinello  
Secretary

**MILLWOOD FIRE DISTRICT**  
**Balance Sheet**  
 As of October 31, 2016

Oct 31, 16

**ASSETS**

**Current Assets**

**Checking/Savings**

A200 · Cash - Budget Operating Fund	
A200.1 · BOF Checking 4111028710	890,998.20
<b>Total A200 · Cash - Budget Operating Fund</b>	<b>890,998.20</b>
A230 · Cash - Cap RF	
A230.1 · CRF Checking 816868657	226,744.32
<b>Total A230 · Cash - Cap RF</b>	<b>226,744.32</b>
A231 · Cash - ERF	
A231.2 · ERF Checking 937110245	998,838.41
<b>Total A231 · Cash - ERF</b>	<b>998,838.41</b>
H200 · Cash - Fire House Project Fund	
H200.1 · FHP Checking Acct 455267851	811,556.90
<b>Total H200 · Cash - Fire House Project Fund</b>	<b>811,556.90</b>
<b>Total Checking/Savings</b>	<b>2,928,137.83</b>
<b>Total Current Assets</b>	<b>2,928,137.83</b>

**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
<b>Total K102.2 · Station 2</b>	<b>381,167.00</b>
<b>Total K102 · Buildings &amp; improvements</b>	<b>381,167.00</b>
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
<b>Total K104.1 · New Fire House</b>	<b>9,218.00</b>
K104.2 · Station 2	
K114.2 · Acc. Depr.- Station 2	-51,515.00
K104.2 · Station 2 - Other	200,510.00
<b>Total K104.2 · Station 2</b>	<b>148,995.00</b>
<b>Total K104 · Furnishings &amp; Equipment</b>	<b>158,213.00</b>
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
<b>Total K105.3 · legal</b>	<b>305,748.56</b>
K105.4 · Melick-Tully	
K105.41 · reimbursements	12,393.14
K105.4 · Melick-Tully - Other	16,756.18
<b>Total K105.4 · Melick-Tully</b>	<b>29,149.32</b>
K105.5 · Misc	153,673.46
K105.6 · ODA	
K105.61 · reimbursements	66,524.74

**MILLWOOD FIRE DISTRICT**  
**Balance Sheet**  
 As of October 31, 2016

	Oct 31, 16
K105.6 · ODA - Other	10,888,723.21
<b>Total K105.6 · ODA</b>	<b>10,955,247.95</b>
K105.7 · Property acquisition	15,293.09
K105.8 · Survey fees	42,643.00
K105 · Cap exp - new house - Other	491,294.43
<b>Total K105 · Cap exp - new house</b>	<b>13,415,156.87</b>
<b>K106 · Other fixed assets</b>	
<b>K106.1 · Vehicles</b>	
K116.1 · Acc. Depr - Vehicles	-1,316,337.00
K106.1 · Vehicles - Other	2,173,362.00
<b>Total K106.1 · Vehicles</b>	<b>857,025.00</b>
<b>K106.2 · Equipment</b>	
K116.2 · Acc. Depreciation - Equipment	-256,423.00
K106.2 · Equipment - Other	409,941.00
<b>Total K106.2 · Equipment</b>	<b>153,518.00</b>
<b>Total K106 · Other fixed assets</b>	<b>1,010,543.00</b>
<b>Total Fixed Assets</b>	<b>16,969,384.87</b>
<b>Other Assets</b>	
K480 · Prepaid Insurance	8,493.00
<b>TA · LOSAP</b>	
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
<b>Total TA · LOSAP</b>	<b>1,179,043.21</b>
<b>Total Other Assets</b>	<b>1,187,536.21</b>
<b>TOTAL ASSETS</b>	<b>21,085,058.91</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
A600 · *Accounts Payable	-0.71
<b>Total Accounts Payable</b>	<b>-0.71</b>
<b>Other Current Liabilities</b>	
24000 · Payroll Liabilities	73.29
<b>Total Other Current Liabilities</b>	<b>73.29</b>
<b>Total Current Liabilities</b>	<b>72.58</b>
<b>Long Term Liabilities</b>	
W628 · Bonds Payable	9,285,000.00
<b>Total Long Term Liabilities</b>	<b>9,285,000.00</b>
<b>Total Liabilities</b>	<b>9,285,072.58</b>
<b>Equity</b>	
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

6:07 PM

11/21/16

Accrual Basis

# MILLWOOD FIRE DISTRICT

## Balance Sheet

As of October 31, 2016

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	Oct 31, 16
W00125 · Fund Balance - Bonds Payable	-9,285,000.00
Net Income	201,128.35
Total Equity	11,799,986.33
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>21,085,058.91</u></b>

**MILLWOOD FIRE DISTRICT**  
**Expenses by Vendor Detail**  
 November 1 through December 2, 2016

	<u>Date</u>	<u>Account</u>	<u>Amount</u>	<u>Balance</u>
<b>AAA Emergency Supply Co., Inc.</b>				
	11/18/2016	A408.45 · SCBA	2,595.60	2,595.60
	11/18/2016	A408.42 · Gas detectors	225.00	2,820.60
	11/18/2016	A408.4 · Equipment	32.00	2,852.60
			<u>2,852.60</u>	<u>2,852.60</u>
Total AAA Emergency Supply Co., Inc.				
<b>Allclean Building Maintenance</b>				
	11/01/2016	A34.456 · Custodial Svc New Fire House	925.00	925.00
	11/01/2016	A34.442 · Custodial Svc Sta 2	180.00	1,105.00
			<u>1,105.00</u>	<u>1,105.00</u>
Total Allclean Building Maintenance				
<b>American Recycling Technologies, Inc</b>				
	11/01/2016	A2410 · Rentals	-200.00	-200.00
			<u>-200.00</u>	<u>-200.00</u>
Total American Recycling Technologies, Inc				
<b>Borba Landscaping Corp</b>				
	11/17/2016	A34.415 · Outside Maintenance Sta 2	420.00	420.00
	11/17/2016	A407.83 · Outside Maint. New Fire House	0.00	420.00
	11/17/2016	A34.415 · Outside Maintenance Sta 2	0.00	420.00
	11/17/2016	A407.83 · Outside Maint. New Fire House	1,861.00	2,281.00
			<u>2,281.00</u>	<u>2,281.00</u>
Total Borba Landscaping Corp				
<b>Chase Card Services</b>				
	11/16/2016	A410.4 · Computer Software	2.00	2.00
	11/16/2016	A34.471 · Office supplies & sundry	94.00	96.00
	11/16/2016	A19.412 · Miscellaneous	26.89	122.89
			<u>122.89</u>	<u>122.89</u>
Total Chase Card Services				
<b>Compliance, a System One Division</b>				
	11/01/2016	A34.486 · Legal, New Fire House Project	7,069.12	7,069.12
			<u>7,069.12</u>	<u>7,069.12</u>
Total Compliance, a System One Division				
<b>Farrell Fritz, P.C.</b>				
	11/01/2016	A34.486 · Legal, New Fire House Project	31,782.44	31,782.44
	11/18/2016	A34.486 · Legal, New Fire House Project	2,270.72	34,053.16
			<u>34,053.16</u>	<u>34,053.16</u>
Total Farrell Fritz, P.C.				
<b>Fred's Auto Repair of Briarcliff</b>				
	11/17/2016	A408.51 · Chief 2251	444.23	444.23
			<u>444.23</u>	<u>444.23</u>
Total Fred's Auto Repair of Briarcliff				



**MILLWOOD FIRE DISTRICT**  
**Expenses by Vendor Detail**  
 November 1 through December 2, 2016

	<u>Date</u>	<u>Account</u>	<u>Amount</u>	<u>Balance</u>
<b>Fun Zone Inflatables</b>				
	11/01/2016	A406.6 · Open House	250.00	250.00
Total Fun Zone Inflatables			250.00	250.00
<b>Glatfelter Claims Management, Inc.</b>				
	11/01/2016	A2680 · Insurance recoveries	-1,916.00	-1,916.00
Total Glatfelter Claims Management, Inc.			-1,916.00	-1,916.00
<b>Home Depot</b>				
	11/08/2016	A407.80 · Inside Maint. New Fire House	56.67	56.67
Total Home Depot			56.67	56.67
<b>Interstate Fire &amp; Safety Equipment Co, In</b>				
	11/18/2016	A407.80 · Inside Maint. New Fire House	333.28	333.28
Total Interstate Fire & Safety Equipment Co, In			333.28	333.28
<b>Journal News</b>				
	11/21/2016	A406 · Legal Notices	86.00	86.00
Total Journal News			86.00	86.00
<b>JP McHale Account</b>				
	11/08/2016	A407.80 · Inside Maint. New Fire House	65.00	65.00
	11/08/2016	A34.419 · Inside Maintenance Sta 2	58.00	123.00
Total JP McHale Account			123.00	123.00
<b>Levi, Paul</b>				
	11/18/2016	A19.412 · Miscellaneous	98.29	98.29
Total Levi, Paul			98.29	98.29
<b>Metrocom Wireless</b>				
	11/08/2016	A408.52 · Chief 2252	158.00	158.00
Total Metrocom Wireless			158.00	158.00
<b>Millwood Hardware</b>				
	11/17/2016	A19.412 · Miscellaneous	3.98	3.98
Total Millwood Hardware			3.98	3.98
<b>Minerva Cleaners</b>				
	11/08/2016	A408.4 · Equipment	634.75	634.75
Total Minerva Cleaners			634.75	634.75
<b>Montrose Beer &amp; Soda</b>				

**MILLWOOD FIRE DISTRICT**  
**Expenses by Vendor Detail**  
 November 1 through December 2, 2016

Date	Account	Amount	Balance
11/17/2016	A19.412 · Miscellaneous	97.50	97.50
Total Montrose Beer & Soda		97.50	97.50
<b>Municipal Emergency Services (M.E.S.)</b>			
11/08/2016	A3410.1 · Turnout gear	2,985.72	2,985.72
11/08/2016	A3410 · Equipment purchases	380.00	3,365.72
11/18/2016	A3410 · Equipment purchases	1,941.00	5,306.72
11/21/2016	A3410 · Equipment purchases	3,190.00	8,496.72
11/21/2016	A408.40 · testing	47.70	8,544.42
Total Municipal Emergency Services (M.E.S.)		8,544.42	8,544.42
<b>Nestro, Frank</b>			
11/18/2016	A408.53 · Chief 2253	100.00	100.00
Total Nestro, Frank		100.00	100.00
<b>New York Power Authority Acct 2363579</b>			
11/08/2016	A34.450 · Electricity New Fire House	1,222.31	1,222.31
11/08/2016	A34.449 · Electricity Station 2	508.91	1,731.22
Total New York Power Authority Acct 2363579		1,731.22	1,731.22
<b>New York State Assoc of Fire Chiefs</b>			
11/18/2016	A34.477 · Association Dues	215.00	215.00
Total New York State Assoc of Fire Chiefs		215.00	215.00
<b>Nextel Communications Acct 769285023</b>			
11/01/2016	A34.438 · Cellular Service	338.78	338.78
Total Nextel Communications Acct 769285023		338.78	338.78
<b>Northern Westchester Internal Medicine</b>			
11/17/2016	A34.428 · Physicals	1,320.00	1,320.00
Total Northern Westchester Internal Medicine		1,320.00	1,320.00
<b>NYS Dep. of Environmental Cons.</b>			
11/18/2016	A19.412 · Miscellaneous	110.00	110.00
Total NYS Dep. of Environmental Cons.		110.00	110.00
<b>Optimum</b>			
11/01/2016	A34.437 · Cable On-Line Services	105.63	105.63
11/01/2016	A407.54 · Cable TV	160.93	266.56
11/01/2016	A34.437 · Cable On-Line Services	221.36	487.92
11/01/2016	A34.439 · Phone Service	179.70	667.62

**MILLWOOD FIRE DISTRICT**  
**Expenses by Vendor Detail**  
 November 1 through December 2, 2016

	Date	Account	Amount	Balance
Total Optimum			667.62	667.62
<b>Ossining lawn mower service inc</b>				
	11/17/2016	A408.22 · gasoline	380.00	380.00
Total Ossining lawn mower service inc			380.00	380.00
<b>Palisades Fuel</b>				
	11/17/2016	A408.11 · diesel	122.29	122.29
Total Palisades Fuel			122.29	122.29
<b>Paraco Gas Corporation</b>				
	11/21/2016	A407.23 · Propane	25.93	25.93
Total Paraco Gas Corporation			25.93	25.93
<b>Rescuestuff Inc</b>				
	11/18/2016	A34.429 · Dress Uniforms	144.98	144.98
Total Rescuestuff Inc			144.98	144.98
<b>Robison Oil</b>				
	11/17/2016	A34.451 · Heating Oil New Fire House	1,294.62	1,294.62
	11/17/2016	A34.447 · Heating oil Station 2	886.44	2,181.06
	11/17/2016	A407.80 · Inside Maint. New Fire House	9.95	2,191.01
	11/17/2016	A34.419 · Inside Maintenance Sta 2	8.95	2,199.96
	11/17/2016	A19.412 · Miscellaneous	3.95	2,203.91
Total Robison Oil			2,203.91	2,203.91
<b>Ruscon Truck Service</b>				
	11/08/2016	A408.50 · L52	1,665.29	1,665.29
	11/08/2016	A408.48 · E248	1,188.43	2,853.72
Total Ruscon Truck Service			2,853.72	2,853.72
<b>S&amp;S Fire Suppression Systems Inc.</b>				
	11/08/2016	H305.2 · Construction-Fire Suppression	7,159.55	7,159.55
Total S&S Fire Suppression Systems Inc.			7,159.55	7,159.55
<b>Santone, Greg</b>				
	11/21/2016	A406.6 · Open House	336.85	336.85
Total Santone, Greg			336.85	336.85
<b>Suburban Carting Co.</b>				
	11/17/2016	A407.82 · Sanitation Svc New Fire House	63.00	63.00
Total Suburban Carting Co.			63.00	63.00

**MILLWOOD FIRE DISTRICT**  
**Expenses by Vendor Detail**

November 1 through December 2, 2016

	<u>Date</u>	<u>Account</u>	<u>Amount</u>	<u>Balance</u>
<b>The Depository Trust Company</b>				
	11/18/2016	A97.000 · Long Term Bond Interest	121,256.25	121,256.25
Total The Depository Trust Company			121,256.25	121,256.25
<b>Verizon</b>				
	11/16/2016	A34.439 · Phone Service	141.62	141.62
Total Verizon			141.62	141.62
<b>WEX Bank</b>				
	11/16/2016	A19.412 · Miscellaneous	3.00	3.00
	11/16/2016	A408.11 · diesel	235.99	238.99
	11/16/2016	A408.22 · gasoline	607.20	846.19
Total WEX Bank			846.19	846.19
<b>SUBTOTAL</b>			<b>196,214.80</b>	<b>196,214.80</b>
Rose Cohen		Payroll	1382.22	1382.22
Paul Michael Marinello		Payroll	1498.03	1498.00
941 Tax Deposit		Payroll	636.26	636.26
<b>TOTAL</b>			<b>199,731.31</b>	<b>199,731.28</b>

**Millwood Fire District BoFC Meeting November 21st , 2016**

We would like to purchase two 14” Partner Rescue saws on NYS Contract @ \$1505.00 each plus blades for the new Rescue from MES = \$3325.00 PO # \_\_\_\_\_

We would like to purchase one 20” Stihl chain saw @ \$1175.00 for the new Rescue from Ossining Lawn Mower ( low bidder ) PO # \_\_\_\_\_ Higher quotes submitted.

We would like to purchase one hose strap for the Tanker for \$76.00 from Fire End. PO # \_\_\_\_\_

Two older Halogen tools broke recently and we would like to replace 1 at a cost of \$198.00 from Fire End. PO# \_\_\_\_\_

We would like to purchase two manual hose rollers @ \$138.00 each from Fire End = \$276.00 PO # \_\_\_\_\_

The Chiefs and Commissioner Puszka made a factory visit to KME on Friday November 18th. We were able to confirm the compartment configurations and lay outs and progress continues on the new Rescue with an anticipated delivery date of mid January.

Could the BoFC please approve Lars Lee and Lucas Zhao for active membership, both were voted in this past Tuesday evening by the Fire Company.

The annual FD physicals with Interstate Diagnostic and Fit testing by AAA are scheduled for Tuesday 11/22. ( tomorrow )

The Chief’s staff would like to invite the Commissioners to the Fire Company Cocktail Party on Friday December 9th at 7PM.

Respectfully submitted,  
For the Chief’s staff.

*Greg Santone – Chief*