

Millwood Board of Fire Commissioners Meeting Minutes November 23rd, 2020

On November 23rd, 2020 the Millwood Board of Fire Commissioners held their regular monthly meeting at 7:30 pm. Attending via Video Conference were Commissioners: Alan Schapiro, Anthony Olenik, Dan Puszka, Michael Wolfensohn and Jordan Schiffman; Secretary Joseph McConnell, Treasurer Rose Cohen, Chiefs Raguso, Rodrigues and Chiefs' Aid Greg Santone.

Chairman Schapiro called the meeting to order.

Public Comment

No public comment.

Chief's Report (attached)

Treasurer's Report (attached)

Work Session

A motion was made by Commissioner Olenik to accept the October 26th, 2020 Regular Meeting Minutes, seconded by Commissioner Schiffman. All in favor.

The Board instructed the District Treasurer to contact Fiscal Advisors for a proposal to refinance the Station 1 building bond.

The Board agreed to hold the December, January and February regular meetings via Zoom due to COVID-19.

The Board discussed the Town of New Castle Water Department most recent hydrant report and found it to be incomplete. No flowing testing has been reported to date. Chairman Schapiro will contact the Town to discuss their plan for hydrant testing going forward.

The Board agreed to offer COVID-19 testing to firefighters at the annual physical scheduled November 24, 2020.

Commissioner Puszka made a motion to purchase under NYS contract from Municipal Emergency Services (MES) six helmets, three pairs of boots, one set turnout coat and pants, three full sets of turnout gear (helmet, boots, pants, coat, hood, gloves). The motion was seconded by Commissioner Wolfensohn. All in favor. PO # 305

Commissioner Olenik made a motion to purchase under NYS contract from AAA one electric/battery exhaust fan. The motion was seconded by Commissioner Puszka. All in favor. PO # 306

Commissioner Olenik made a motion to purchase \$179,88 in miscellaneous audio-visual equipment to be used for training purposes at Station 2. The motion was seconded by Commissioner Schiffman. All in favor. PO # 307

Commissioner Olenik made a motion to hire Louis Rinaldi Inc. to patch the Station 2 ramp at a cost of \$500,00. The motion was seconded by Commissioner Schiffman. All in favor.

The Board tabled discussion on the Battoglia Lanza Architectural Group proposal for Station 2 pending further research.

Millwood Board of Fire Commissioners
Meeting Minutes November 23rd, 2020

Chief's Aid Santone advised the Board the Station 1 Otis elevator maintenance contract had been sent to the company and the District is awaiting an invoice for payment.

The Board instructed Chief's Aid Santone to contact the District's vehicle purchase consultant Mr. Tom Shand (Emergency Vehicle Response) to assess the viability of refurbishing or replacing Tanker 15.

A motion was made by Chairman Schapiro, seconded by Commissioner Wolfensohn to enter into executive session to discuss personal matters at 8:25 PM. All in favor.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Schiffman to exit executive session at 8:41 PM. All in favor.

Commissioner Wolfensohn made a motion to adjourn. Seconded by Chairman Schapiro. All in favor. The time 8:42 PM.

Respectively submitted,

Joseph P. McConnell
District Secretary

Correspondence: Mr. Douglas Mead, Sr. re: LOSAP Pension
Penflex, Inc re: 2021 LOSAP Service Fee Agreement

On November 30th, 2020 The Millwood Board of Fire Commissioners held a special video meeting at 7:30 pm. Present at the meeting were Chairman Alan Schapiro, Commissioners Anthony Olenik, Daniel Puszka, Michael Wolfensohn and Jordan Schiffman; Secretary Joseph McConnell.

Chairman Schapiro called the meeting to order.

Public Comment

There was no public and no public comment.

Work Session:

Commissioner Wolfensohn made a motion to move into Executive Session to discuss personnel matters at 7:36 PM, seconded by Chairman Schapiro. All in favor.

Commissioner Wolfensohn made a motion to exit Executive Session at 8:05 PM, seconded by Commissioner Puszka. All in favor.

Commissioner Wolfensohn made a motion, seconded by Chairman Schapiro to allow Chief Raguso to have a party for his son with a maximum of thirty people on the Fire District property including ingress and egress. The role call of votes was as follows:

Chairman Schapiro	Nye
Commissioner Olenik	Nye
Commissioner Puszka	Nye
Commissioner Wolfensohn	Nye
Commissioner Schiffman	Nye

Chairman Schapiro made a motion to adjourn. Seconded by Commissioner Wolfensohn. All in Favor. The time is 8:10 PM.

Joseph P. McConnell
Secretary, Millwood Fire District

MILLWOOD FIRE DISTRICT
Expenses by Vendor Detail
 November 2020

	<u>Type</u>	<u>Date</u>	<u>Account</u>	<u>Amount</u>	<u>Balance</u>
AAA Emergency Supply Co., Inc.					
	Bill	11/17/2020	A3410 · Equipment purchases	2,137.00	2,137.00
	Bill	11/17/2020	A408.45 · SCBA	3,213.19	5,350.19
	Bill	11/17/2020	A3410.1 · Turnout gear	435.00	5,785.19
Total AAA Emergency Supply Co., Inc.				<u>5,785.19</u>	<u>5,785.19</u>
Allclean Building Maintenance					
	Bill	11/03/2020	A34.456 · Custodial Svc New Fire House	860.00	860.00
	Bill	11/03/2020	A34.442 · Custodial Svc Sta 2	237.50	1,097.50
Total Allclean Building Maintenance				<u>1,097.50</u>	<u>1,097.50</u>
Almeida Oil Co.					
	Bill	11/17/2020	A34.451 · Heating Oil New Fire House	1,154.30	1,154.30
Total Almeida Oil Co.				<u>1,154.30</u>	<u>1,154.30</u>
Chase Card Services					
	Bill	11/03/2020	A407.80 · Inside Maint. New Fire House	183.11	183.11
	Bill	11/03/2020	A19.412 · Miscellaneous	32.93	216.04
	Bill	11/03/2020	A410.4 · Computer Software	18.99	235.03
	Bill	11/03/2020	A34.471 · Office supplies & sundry	1.40	236.43
	Bill	11/03/2020	A3410 · Equipment purchases	124.98	361.41
Total Chase Card Services				<u>361.41</u>	<u>361.41</u>
Grainger					
	Bill	11/01/2020	A34.415 · Outside Maintenance Sta 2	60.18	60.18
Total Grainger				<u>60.18</u>	<u>60.18</u>
Hopewell Fire Apparatus Service Co.					
	Bill	11/17/2020	A408.48 · E248	383.76	383.76
Total Hopewell Fire Apparatus Service Co.				<u>383.76</u>	<u>383.76</u>
Journal News					
	Bill	11/17/2020	A406 · Legal Notices	60.00	60.00
Total Journal News				<u>60.00</u>	<u>60.00</u>
JP McHale Account					
	Bill	11/07/2020	A34.419 · Inside Maintenance Sta 2	59.74	59.74
	Bill	11/07/2020	A407.80 · Inside Maint. New Fire House	68.25	127.99
Total JP McHale Account				<u>127.99</u>	<u>127.99</u>
Municipal Emergency Services (M.E.S.)					

MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

November 2020

Type	Date	Account	Amount	Balance
Bill	11/17/2020	A3410.1 · Turnout gear	316.99	316.99
Total Municipal Emergency Services (M.E.S.) New York Power Authority Acct 2363579			<u>316.99</u>	<u>316.99</u>
Bill	11/10/2020	A34.450 · Electricity New Fire House	1,142.37	1,142.37
Bill	11/10/2020	A34.449 · Electricity Station 2	304.35	1,446.72
Total New York Power Authority Acct 2363579 New York State Assoc of Fire Chiefs			<u>1,446.72</u>	<u>1,446.72</u>
Bill	11/17/2020	A34.477 · Association Dues	215.00	215.00
Total New York State Assoc of Fire Chiefs NorthEast Squad Concepts LLC			<u>215.00</u>	<u>215.00</u>
Bill	11/17/2020	A402.2 · Training	2,000.00	2,000.00
Total NorthEast Squad Concepts LLC Optimum			<u>2,000.00</u>	<u>2,000.00</u>
Bill	11/01/2020	A407.54 · Cable TV	178.36	178.36
Bill	11/01/2020	A34.439 · Phone Service	249.23	427.59
Bill	11/01/2020	A34.437 · Cable On-Line Services	173.88	601.47
Bill	11/01/2020	A34.437 · Cable On-Line Services	88.22	689.69
Total Optimum Partners In Safety, Inc.			<u>689.69</u>	<u>689.69</u>
Bill	11/17/2020	A34.428 · Physicals	608.00	608.00
Total Partners In Safety, Inc.			<u>608.00</u>	<u>608.00</u>
Rescuestuff Inc				
Bill	11/17/2020	A34.429 · Dress Uniforms	105.49	105.49
Total Rescuestuff Inc Santone, Greg			<u>105.49</u>	<u>105.49</u>
Check	11/07/2020	A19.412 · Miscellaneous	191.07	191.07
Total Santone, Greg Sprint			<u>191.07</u>	<u>191.07</u>
Bill	11/01/2020	A34.438 · Cellular Service	379.84	379.84
Total Sprint			<u>379.84</u>	<u>379.84</u>

MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

November 2020

	Type	Date	Account	Amount	Balance
Staples Credit Plan					
	Bill	11/20/2020	A34.471 · Office supplies & sundry	89.88	89.88
Total Staples Credit Plan				<u>89.88</u>	<u>89.88</u>
Suburban Carting Co.					
	Bill	11/10/2020	A407.82 · Sanitation Svc New Fire House	128.21	128.21
	Bill	11/10/2020	A34.417 · Sanitation Svc Sta 2	0.00	128.21
Total Suburban Carting Co.				<u>128.21</u>	<u>128.21</u>
Verizon					
	Bill	11/03/2020	A34.439 · Phone Service	78.44	78.44
Total Verizon				<u>78.44</u>	<u>78.44</u>
Vista Construction & Landscape					
	Bill	11/17/2020	A407.83 · Outside Maint. New Fire House	2,079.00	2,079.00
	Bill	11/17/2020	A34.415 · Outside Maintenance Sta 2	990.00	3,069.00
Total Vista Construction & Landscape				<u>3,069.00</u>	<u>3,069.00</u>
WEX Bank					
	Bill	11/03/2020	A408.11 · diesel	504.88	504.88
	Bill	11/03/2020	A408.22 · gasoline	763.09	1,267.97
Total WEX Bank				<u>1,267.97</u>	<u>1,267.97</u>
SUBTOTAL					
Rose A Cohen			Payroll	1,292.33	1,292.33
Joseph P. McConnell			Payroll	1,217.77	1,217.77
Greg Santone			Payroll	461.75	461.75
EFTPS			Payroll	592.70	592.70
TOTAL				<u><u>23,181.18</u></u>	<u><u>23,181.18</u></u>
Income					
Pomerene Fire District					
	Deposit	11/03/2020	A2665 · Sales of Fixed Assets	-40,000.00	-40,000.00
Total Pomerene Fire District				<u><u>-40,000.00</u></u>	<u><u>-40,000.00</u></u>

MILLWOOD FIRE DISTRICT

Balance Sheet

As of October 31, 2020
Oct 31, 20

ASSETS

Current Assets

Checking/Savings

A200 · Cash - Budget Operating Fund

A200.1 · BOF Checking 4111028710

1,005,398.52

Total A200 · Cash - Budget Operating Fund

1,005,398.52

A230 · Cash - Cap RF

A230.1 · CRF Checking 816868657

609,339.44

Total A230 · Cash - Cap RF

609,339.44

A231 · Cash - ERF

A231.2 · ERF Checking 937110245

365,800.54

Total A231 · Cash - ERF

365,800.54

Total Checking/Savings

1,980,538.50

Other Current Assets

A200.4 · Petty Cash

250.00

Total Other Current Assets

250.00

Total Current Assets

1,980,788.50

Fixed Assets

K101 · Land

45,000.00

K101.1 · Land-New Fire House

2,317,440.59

K102 · Buildings & Improvements

K102.1 · New Fire House

14,009,516.17

K102.2 · Station 2

780,613.00

Total K102 · Buildings & Improvements

14,790,129.17

K104 · Furnishings & Equipment

K104.1 · New Fire House

289,309.50

K104.2 · Station 2

59,496.00

Total K104 · Furnishings & Equipment

348,805.50

K106 · Other fixed assets

K106.1 · Vehicles

2,691,363.86

K106.2 · Equipment

409,941.00

Total K106 · Other fixed assets

3,101,304.86

K109.1 · Construction in Progress-Trucks

57,544.00

Total Fixed Assets

20,660,224.12

Other Assets

K480 · Prepaid Insurance

8,080.00

TA · LOSAP

TA461.2 · American Equity Annuity

38,992.69

TA461.8 · Glens Falls NB Cash

143,157.75

TA461.9 · Glens Falls NB Invest. at MV

1,454,027.37

Total TA · LOSAP

1,636,177.81

Total Other Assets

1,644,257.81

TOTAL ASSETS

24,285,270.43

LIABILITIES & EQUITY

Liabilities

MILLWOOD FIRE DISTRICT
Balance Sheet
As of October 31, 2020
Oct 31, 20

Current Liabilities	
Other Current Liabilities	
24000 - Payroll Liabilities	70.99
TA600 - Accounts Payable - LOSAP	13,179.00
Total Other Current Liabilities	<u>13,249.99</u>
Total Current Liabilities	13,249.99
Long Term Liabilities	
W628 - Bonds Payable	7,555,000.00
Total Long Term Liabilities	<u>7,555,000.00</u>
Total Liabilities	<u>7,568,249.99</u>
Equity	
32000 - Retained Earnings	609,861.19
A806 - Fund Balance-Not Spendable	8,080.00
A878.9 - Fund balance - BOF	259,648.22
A878.RA - Fund balance - Cap RF	510,228.55
A878.RB - Fund balance - ERF	533,492.32
H909 - Fund Balance - Cap Bldg. Fund	21,232.67
K878.9 - Fund balance - Prop & Equip	20,660,225.76
TA881.5 - Fund Balance Pension Trust Fund	1,621,598.60
W125 - Amt needed for bond refunds	-7,555,000.00
Net Income	47,653.13
Total Equity	<u>16,717,020.44</u>
TOTAL LIABILITIES & EQUITY	<u>24,285,270.43</u>

MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report November 23rd , 2020

Physicals and Fit Testing are scheduled for tomorrow evening Tuesday November 24th.

The NY Blood Center Blood Drive is scheduled for this Saturday November 28th at Station 1.

The Pump Operator's Course is scheduled for Saturday November 28th at Station 2.

OSHA refresher training is scheduled for Tuesday evenings, December 1st and 8th at Station 1.

I need to purchase from MES on NYS contract the following turnout PPE / Turnout gear:

6 helmets / shields @ \$361.53 = \$2,169.18

3 pairs of boots @ \$317.85 = \$953.55

1 coat @ \$1,610.00

1 pair of pants @ \$1,443.00

3 full sets (helmet, boots, pants, coat, hood, gloves) @ \$3,871.41 = \$11,614.23

Total = \$17,789.96 PO # _____

I would also like to purchase 1 electric/battery exhaust fan from AAA on NYS Contract

@ \$3,710.00 PO # _____

For Chief Chris Raguso,

Greg Santone
Captain / CA