

October 24, 2016

On October 24, 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, Alan Schapiro, Dan Puszka, Jason Lichtenthal, Secretary Paul Michael Marinello, Treasurer Rose Cohen, Chief Greg Santone, 1st Assistant Chief Jorge Rodrigues,, Captain Frank Nestro, and resident Michael Wolfensen.

Chairman Indusi called the meeting to order.

There was no public and no public comment.

Work Session:

Chief's Report by Chief Greg Santone, attached.

There was a discussion regarding this year's open house which was held at the new firehouse on Saturday October 1st. The turnout for this year's open house was significantly larger than in years past. The Board and Chiefs agree that the extra publicity (in the way of fliers, signage, etc.) likely resulted in the positive turnout.

Commissioner Puszka made a motion to purchase 5 survivor flashlights on NYS Contract from MES at \$76 per (\$380 total) Seconded by Commissioner Lichtenthal, All in Favor. PO#165

Commissioner Puszka made a motion to purchase two TFT blitz nozzles (1 for E-247 and 1 for E-248) from MES @ \$1595.00 each (\$3,190 total) Seconded by Chairman Indusi, All in Favor. PO#166

Commissioner Puszka made a motion to purchase one set of turnout gear from MES on NYS Contract at a cost of \$1,356, Seconded by Commissioner Olenik, All in Favor. PO#167

The Chiefs anticipate making a factory visit to KME on Friday November 18th as progress continues on the new Rescue. Delivery is expected in early 2017.

Commissioner Puszka made a motion to accept James Tucker and Yuji Fujii as Class A firefighters pending physicals, Seconded by Commissioner Schapiro, All in Favor.

There was a brief discussion regarding replacing exterior lights at Station No. 2.

Treasurer's Report by Treasurer Rose Cohen, attached.

Commissioner Olenik made a motion to adopt the proposed budget of \$1,632,574 for 2017, Seconded by Chairman Schapiro, All in Favor. (Adopted budget attached)

Note: The District will not be breaking the tax cap for 2017. (.9% over last year)

Commissioner Olenik made a motion to accept a proposal from CBS Cleaning for a term of two years for cleaning of both fire stations, Seconded by Chairman Indusi, All in Favor.

Note: (2) other bidders failed to bid.

Bids for snow removal were discussed.

Commissioner Olenik made a motion to accept a proposal from C+P Greenyards for snow plowing at Station 2 only, Seconded by Chairman Indusi, All in Favor.

Bids for snow removal:

C+P: \$110 per push of 3 inches, \$110 per end of event salt & sidewalks, \$50 per salting

Borba: \$95 per push of 3 inches, \$95 per end of event salt & sidewalks, \$100 per salting

The Board has decided to table awarding Station 1 snow plowing until Commissioner Olenik has a chance to discuss the bids with bidders.

Commissioner Olenik made a motion to adopt the following minutes, Seconded by Commissioner Schapiro, All in Favor:

October 18, 2016

October 24, 2016

Commissioner Olenik made a motion to purchase an intercom system for the new firehouse for a cost not to exceed \$250, Seconded by Commissioner Lichtenthal, All in Favor. PO #168

Chairman Indusi made a motion to enter an executive session to discuss litigation matters, Seconded by Commissioner Schapiro, All in Favor. The time is 8:45pm.

Chairman Indusi made a motion to exit the executive session, Seconded by Commissioner Schapiro, All in Favor. The time is 8:55pm.

Meeting adjourned at 9pm.

Paul Michael Marinello
Secretary

Millwood Fire District BoFC Meeting October 24th , 2016

We would like to purchase 5 survivor flashlights on NYS Contract from MES @ \$76.00 each = \$380.00 PO # _____

We would like to purchase two TFT blitz nozzles (1 for E-247 and 1 for E-248) from MES @ \$1595.00 each = \$3190.00 PO # _____

We need to replace Lt McCarthy's turn out pants on NYS Contract from MES @ 1,356.00 PO # _____

The Chiefs anticipate making a factory visit to KME on Friday November 18th as progress continues on the new Rescue.

Could the BoFC please approve James Tucker and Yuji Fujii 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. With BoFC permission we will again provide refreshments for the firefighters as they come having fasted for most of the day.

The proposals for the new Chief's vehicle – 2252 (2017 **Chevy Tahoe SSV** - NYS Contract Mini Bids #16100157 - 16100169) should be in by the end of this week. With BoFC approval we will initiate the process to place the order at that time.

Respectfully submitted,
For the Chief's staff.

Greg Santone – Chief

MILLWOOD FIRE DISTRICT

SUMMARY OF 2017 BUDGET

Appropriations	\$	1,632,574
less:		
estimated revenues	\$	-
estimated unexpended balance	\$ -	-
Total	\$	-
To be raised by property tax:	\$	1,632,574

ESTIMATED REVENUES

	Actual 2015	Anticipated 2016	Budget amt 2017
State Aid	\$0	\$0	\$0
Federal aid	\$0	\$0	\$0
Insurance Recovery	\$32,040	\$10,000	\$0
Interest on Deposits	\$798	\$700	\$0
Rentals	\$2,500	\$2,000	\$0
Refunds	\$1,223	\$2,600	\$0
Sale of Assets	\$969,366	\$0	\$0
Misc	\$1,004	\$1,000	\$0
Contribution	\$30,000	\$0	\$0
Transfer from Unappropriated Funds	\$96,800	\$100,000	\$0
	<hr/>	<hr/>	<hr/>
totals	<u>\$1,133,731</u>	<u>\$116,300</u>	<u>\$0</u>

Millwood Fire District 2017 budget: Appropriations

2013 Actual 2014 Actual 2015 Actual 2016 Budget 2016 Proj YE 2017 Budget

Payroll	61,693	40,627	57,253	54,200	54,200	54,200
Firematic Equipment purchases	45,468	42,137	35,755	50,000	50,000	50,000
Firematic Other Expenses	356,249	273,684	475,830	474,324	474,837	433,050
Hydrant Tax	63,113	64,387	64,387	67,000	67,000	67,000
Tax and Expense: 108 Millwood Rd	29,247	27,816	19,050	-	-	-
Judgements/Claims/Tax Certioraries	-	-	-	20,000	15,000	15,000
Service Award Program	102,764	103,747	103,634	110,000	105,629	110,000
Workers Comp Insurance	42,832	44,201	44,325	48,000	48,000	48,000
Soc Sec/Medicare/MTA taxes(payload)	4,720	3,108	4,380	4,000	4,000	4,000
Physicals	17,320	16,630	16,130	18,000	18,000	18,000
Accident & Health Insurance	8,494	8,552	8,552	8,600	8,600	8,600
Short term interest payable	-	-	6,927	-	-	-
Fire House Project Bond Service	196,328	606,113	597,813	589,400	589,313	577,413
TOTAL OPERATING EXPENSE	928,228	1,231,002	1,434,036	1,443,524	1,434,579	1,385,263
Transfer to Reserves*	217,000	211,114	211,286	235,092	235,092	247,311
GRAND TOTAL	1,145,228	1,442,116	1,645,322	1,678,616	1,669,671	1,632,574

*Note: Reserves will be allocated \$50,000 to Capital Reserve, \$197,311 to Equipment Reserve.

2016 PROPOSED BUDGET APPROPRIATIONS: FIREMATIC EXPENSES

	2013	2014	2015	2016	2016	2017
	Actual	Actual	Actual	Budget	Proj YE	Budget
Office supplies	2,401	1,323	2,882	3,000	3,000	3,000
Training	2,883	2,634	3,935	6,000	6,000	6,000
Association Dues	1,220	845	1,270	1,200	1,200	1,200
Dress Uniforms	5,232	2,717	1,135	6,000	3,000	6,000
Inspections	10,800	11,660	-	15,500	11,600	12,000
Public Information (legal notices, etc.)	3,304	566	1,638	4,000	4,000	5,000
Electric	12,133	15,330	37,607	40,000	20,000	25,000
Heating	26,044	25,141	26,262	30,000	30,000	25,000
Maintenance Supplies	486	492	847	1,500	1,500	1,500
Phone/Cable/cell	9,624	9,381	11,586	15,000	14,000	15,000
Bldg & Grnd Maintenance & Water Usage	42,665	35,125	54,923	77,400	75,400	77,400
New Fire House Purchases	-	-	117,835	10,174	10,087	-
Security	833	1,008	883	2,000	2,000	3,000
Firematic Equip maintenance	79,960	59,974	71,086	80,500	85,500	70,000
Diesel, Gasoline & Oil	17,785	17,542	14,451	15,000	11,000	12,000
Computer Hardware	5,248	922	4,634	5,000	5,000	5,000
Computer Software	5,419	6,578	3,640	3,500	3,500	4,500
Consultants	5,352	7,500	9,375	5,000	5,000	10,000
Siren Maintenance	1,200	-	2,000	1,000	-	1,000
Radio Maintenance	1,231	425	1,896	1,250	1,250	1,250
Officer's Bond	3,236	1,005	910	-	-	-
Insurance: Commercial	39,366	42,214	39,082	50,000	50,000	45,000
Legal and Audit	55,892	10,675	43,743	81,800	111,800	84,700
Admin Misc	23,935	20,627	24,210	19,500	20,000	19,500
GRAND TOTAL	356,249	273,684	475,830	474,324	474,837	433,050

Millwood Fire District

Worksheet

Computation of statutory spending limitation for 2017

Assessed Valuations (AV)	Equalization rates (ER)	Full Valuations (AV/ER)
340,429,638	19.50%	1,745,793,015
	Total Full Valuations	1,745,793,015
	less first million of FV	(1,000,000)
	Excess over first million of full valuation	1,744,793,015
	multiply excess by .001	0.001
	Expenditures permitted on full valuation above \$1,000,000	\$ 1,744,793
	add expenditures permitted on full valuation below first \$1,000,000	\$ 2,000
	Statutory spending limitation for 2017	\$ 1,746,793
	Add exclusions from Statutory Spending Limitation:	
	Hydrant tax	\$ 67,000
	Interest & principle payable	\$ 577,413
	Payroll	\$ 54,200
	Social Security	\$ 4,000
	Worker's Comp Ins. VFBL	\$ 48,000
	LOSAP	\$ 110,000
	Insurance: accident & health	\$ 8,600
	Compromised claims/judgments	\$ 15,000
	Insurance: commercial/marine	\$ 45,000
	Fuel	\$ 12,000
	Annual audit	\$ 9,700
	Reserve funds	\$ 247,311
	Total exclusions from Spending Limitation	\$ 1,198,224
	Add spending authorized by voters in excess of statutory spending limitation	\$ -
	Sum of Statutory Spending Limitation, Exclusions and Excess Spending authorized by voters	\$ 2,945,017
	less budget appropriations	\$ 1,632,574
	Statutory Spending Limitation Margin	\$ 1,312,443

ESTIMATED FUND BALANCEs of September 10, 2016

ASSETS

Current Assets

Total Checking/Savings	3,166,632.30
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Reserves	<u>2,086,872.38</u>
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General Fund	1,079,759.92
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2015 Unspent Appropriations	<u>499,126.07</u>
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Unappropriated Unreserved Fund Balance*	<u><u>580,633.85</u></u>
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*Includes \$150,000 needed for cash flow requirements in 2017

MILLWOOD FIRE DISTRICT

Balance Sheet

As of September 30, 2016

Sep 30, 16

ASSETS

Current Assets

Checking/Savings

A200 · Cash - Budget Operating Fund	
A200.1 · BOF Checking 4111028710	1,003,953.10
Total A200 · Cash - Budget Operating Fund	1,003,953.10
A230 · Cash - Cap RF	
A230.1 · CRF Checking 816868657	226,734.76
Total A230 · Cash - Cap RF	226,734.76
A231 · Cash - ERF	
A231.2 · ERF Checking 937110245	1,000,712.24
Total A231 · Cash - ERF	1,000,712.24
H200 · Cash - Fire House Project Fund	
H200.1 · FHP Checking Acct 455267851	811,522.69
Total H200 · Cash - Fire House Project Fund	811,522.69

Total Checking/Savings 3,042,922.79

Total Current Assets 3,042,922.79

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

MILLWOOD FIRE DISTRICT
Balance Sheet
As of September 30, 2016

	Sep 30, 16
K105.6 · ODA - Other	10,888,723.21
Total K105.6 · ODA	10,955,247.95
K105.7 · Property acquisition	15,293.09
K105.8 · Survey fees	42,643.00
K105 · Cap exp - new house - Other	491,294.43
Total K105 · Cap exp - new house	13,415,156.87
K106 · Other fixed assets	
K106.1 · Vehicles	
K116.1 · Acc. Depr - Vehicles	-1,316,337.00
K106.1 · Vehicles - Other	2,173,362.00
Total K106.1 · Vehicles	857,025.00
K106.2 · Equipment	
K116.2 · Acc. Depreciation - Equipment	-256,423.00
K106.2 · Equipment - Other	409,941.00
Total K106.2 · Equipment	153,518.00
Total K106 · Other fixed assets	1,010,543.00
Total Fixed Assets	16,969,384.87
Other Assets	
K480 · Prepaid Insurance	8,493.00
TA · LOSAP	
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
Total TA · LOSAP	1,179,043.21
Total Other Assets	1,187,536.21
TOTAL ASSETS	21,199,843.87
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
A600 · *Accounts Payable	-339.08
Total Accounts Payable	-339.08
Other Current Liabilities	
24000 · Payroll Liabilities	446.41
Total Other Current Liabilities	446.41
Total Current Liabilities	107.33
Long Term Liabilities	
W628 · Bonds Payable	9,285,000.00
Total Long Term Liabilities	9,285,000.00
Total Liabilities	9,285,107.33
Equity	
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

MILLWOOD FIRE DISTRICT
Balance Sheet
As of September 30, 2016

	Sep 30, 16
W00125 - Fund Balance - Bonds Payable	-9,285,000.00
Net Income	315,878.56
Total Equity	11,914,736.54
TOTAL LIABILITIES & EQUITY	<u>21,199,843.87</u>

MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

	October 1 - 24, 2016			
	Date	Account	Amount	Balance
AAA Emergency Supply Co., Inc.				
	10/22/2016	A3410 · Equipment purchases	6,453.98	6,453.98
	10/22/2016	A408.45 · SCBA	154.80	6,608.78
	10/22/2016	A408.42 · Gas detectors	220.00	6,828.78
	10/22/2016	A408.4 · Equipment	380.00	7,208.78
Total AAA Emergency Supply Co., Inc.			7,208.78	7,208.78
Allclean Building Maintenance				
	10/11/2016	A34.456 · Custodial Svc New Fire House	910.00	910.00
	10/11/2016	A34.442 · Custodial Svc Sta 2	165.00	1,075.00
Total Allclean Building Maintenance			1,075.00	1,075.00
Arcuri Alarm Systems, Inc.				
	10/19/2016	A34.455 · Security	480.00	480.00
Total Arcuri Alarm Systems, Inc.			480.00	480.00
Borba Landscaping Corp				
	10/19/2016	A34.415 · Outside Maintenance Sta 2	190.00	190.00
	10/19/2016	A407.83 · Outside Maint. New Fire House	0.00	190.00
	10/19/2016	A34.415 · Outside Maintenance Sta 2	0.00	190.00
	10/19/2016	A407.83 · Outside Maint. New Fire House	1,321.00	1,511.00
Total Borba Landscaping Corp			1,511.00	1,511.00
Chase Card Services				
	10/04/2016	A410.4 · Computer Software	2.00	2.00
	10/04/2016	A34.471 · Office supplies & sundry	48.15	50.15
	10/04/2016	A19.412 · Miscellaneous	14.13	64.28
Total Chase Card Services			64.28	64.28
Crown Trophy				
	10/11/2016	A408.47 · E247	55.00	55.00
	10/11/2016	A408.48 · E248	55.00	110.00
Total Crown Trophy			110.00	110.00
Dutchess Overhead Doors, Inc				
	10/11/2016	A407.80 · Inside Maint. New Fire House	316.00	316.00
Total Dutchess Overhead Doors, Inc			316.00	316.00
Journal News				
	10/19/2016	A406 · Legal Notices	60.00	60.00

MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

	October 1 - 24, 2016			
	Date	Account	Amount	Balance
Total Journal News			60.00	60.00
JP McHale Account				
	10/11/2016	A407.80 · Inside Maint. New Fire House	65.00	65.00
	10/11/2016	A34.419 · Inside Maintenance Sta 2	58.00	123.00
Total JP McHale Account			123.00	123.00
Lantegrity Consulting Group				
	10/19/2016	A34.480 · Consultants	1,312.50	1,312.50
Total Lantegrity Consulting Group			1,312.50	1,312.50
Matra Motors Inc				
	10/11/2016	A408.52 · Chief 2252	183.60	183.60
Total Matra Motors Inc			183.60	183.60
Metrocom Wireless				
	10/11/2016	A408.3 · Radio Maintenance	15.00	15.00
	10/22/2016	A408.4 · Equipment	272.00	287.00
	10/22/2016	A3420 · Fire Equip Purchased From ERF	1,916.00	2,203.00
Total Metrocom Wireless			2,203.00	2,203.00
MetTel Acct 0100413954				
	10/24/2016	A34.439 · Phone Service	47.39	47.39
Total MetTel Acct 0100413954			47.39	47.39
Millwood Hardware				
	10/19/2016	A407.80 · Inside Maint. New Fire House	139.97	139.97
Total Millwood Hardware			139.97	139.97
Municipal Emergency Services (M.E.S.)				
	10/22/2016	A408.45 · SCBA	1,807.26	1,807.26
	10/22/2016	A3410.1 · Turnout gear	5,901.35	7,708.61
	10/24/2016	A3410 · Equipment purchases	2,308.41	10,017.02
Total Municipal Emergency Services (M.E.S.)			10,017.02	10,017.02
New Castle-Stanwood Water District				
	10/11/2016	A34.453 · Water usage Sta 2	48.00	48.00
	10/11/2016	A34.454 · Water Usage New House	28.80	76.80
	10/19/2016	A34.454 · Water Usage New House	306.00	382.80
Total New Castle-Stanwood Water District			382.80	382.80
New York Power Authority Acct 2363579				

MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

October 1 - 24, 2016			
Date	Account	Amount	Balance
10/11/2016	A34.450 · Electricity New Fire House	1,950.70	1,950.70
10/11/2016	A34.449 · Electricity Station 2	485.38	2,436.08
Total New York Power Authority Acct 2363579		2,436.08	2,436.08
NJ E-Z Pass			
10/04/2016	A19.412 · Miscellaneous	63.90	63.90
Total NJ E-Z Pass		63.90	63.90
Optimum			
10/04/2016	A34.437 · Cable On-Line Services	221.36	221.36
10/04/2016	A34.439 · Phone Service	179.70	401.06
10/04/2016	A407.54 · Cable TV	160.93	561.99
Total Optimum		561.99	561.99
Rescuestuff Inc			
10/19/2016	A34.429 · Dress Uniforms	61.00	61.00
Total Rescuestuff Inc		61.00	61.00
Ruscon Truck Service			
10/24/2016	A408.47 · E247	8,023.08	8,023.08
Total Ruscon Truck Service		8,023.08	8,023.08
Santone, Greg			
10/19/2016	A407.80 · Inside Maint. New Fire House	14.53	14.53
Total Santone, Greg		14.53	14.53
Sleepy Hollow Window Cleaning LLC			
10/19/2016	A34.456 · Custodial Svc New Fire House	1,450.00	1,450.00
Total Sleepy Hollow Window Cleaning LLC		1,450.00	1,450.00
Suburban Carting Co.			
10/11/2016	A407.82 · Sanitation Svc New Fire House	63.00	63.00
10/11/2016	A34.417 · Sanitation Svc Sta 2	30.00	93.00
Total Suburban Carting Co.		93.00	93.00
Technical Fire Services			
10/11/2016	A408.40 · testing	2,100.00	2,100.00
Total Technical Fire Services		2,100.00	2,100.00
Town of New Castle			
10/11/2016	A34.460 · Hydrant tax	64,387.50	64,387.50
Total Town of New Castle		64,387.50	64,387.50

MILLWOOD FIRE DISTRICT Expenses by Vendor Detail

		October 1 - 24, 2016			
		Date	Account	Amount	Balance
Verizon					
		10/11/2016	A34.439 · Phone Service	145.70	145.70
Total Verizon				145.70	145.70
Westchester County Board of Elections					
		10/04/2016	A2410 · Rentals	-500.00	-500.00
Total Westchester County Board of Elections				-500.00	-500.00
WEX Bank					
		10/11/2016	A19.412 · Miscellaneous	3.00	3.00
		10/11/2016	A408.11 · diesel	332.60	335.60
		10/11/2016	A408.22 · gasoline	589.91	925.51
Total WEX Bank				925.51	925.51
SUBTOTAL				104,996.63	104,996.63
	Rose Cohen		Payroll	1,205.86	1,205.86
	Paul Michael Marinello		Payroll	1,744.06	1,744.06
	941 Tax Deposit		Payroll	664.08	664.08
TOTAL				108,610.63	108,610.63