

Millwood Board of Fire Commissioners
Meeting Minutes September 29, 2025

On September 29, 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, Michael Wolfensohn, and Jordan Schiffman; Treasurer Vicki Gillespie; Secretary Joseph P. McConnell; Chief Jorge Rodrigues, Assistant Chief Robert McCarthy, Assistant Chief Greg Santone, and Safety Officer Scott Stein.

Chairperson Schapiro called the meeting to order.

Public Comment – None

Correspondence –

- VFIS Insurance Carrier advising of increases to the District 2026 property and vehicle deductibles.

Chief's Report (attached)

Treasurer's Report (attached)

- The Treasurer advised the Board that \$85,000.00 will be transferred from the NYClass Operating Fund account to Chase Bank Operating Fund account on September 30, 2025.

Work Session

A motion made by Commissioner Olenik, seconded by Commissioner Wolfensohn to approve August 25, 2025, Regular Meeting Minutes. All in favor

A motion made by Commissioner Olenik, seconded by Commissioner Wolfensohn to approve September 2, 2025, Budget Workshop Minutes. In favor Commissioners: Alan Schapiro, Anthony Olenik, Michael Wolfensohn; Abstain Commissioner Schiffman

A motion made by Commissioner Olenik, seconded by Commissioner Schapiro to adopt the proposed 2026 Fire District Budget of \$ 2,085,276. All in favor.

The Board approved the Treasurer's request to update the District's computers from Windows 10.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Jordan to approve the Penflex Actuarial Services, LLC updated LOSAP Plan document. All in favor.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Schapiro to approve Millwood active interior firefighters to attend a live burn evolution at the New Haven Fire Training Center on Saturday October 11, 2025, at a cost of \$1,700.00. All in favor.

A motion made by Commissioner Olenik, seconded by Commissioner Schiffman to adjourn at 8:16 P.M. All in favor

Respectively submitted,

Joseph P. McConnell
Fire District Secretary

MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report September 29th, 2025

Annual cleaning and inspection of all Turnout gear was completed last Monday.

Annual Flow Testing of all SCBA was completed today.

The Generator at Station 2 is scheduled for repair tomorrow morning.

The Fire Company has committed \$25,000.00 to engage the services of a PR firm to launch a social media campaign focused on recruitment. The initial visioning session will take place tomorrow evening. Going forward, the program will include a redesign of our website, coordinated postings on Facebook and Instagram, etc., expanding our footprint, and leveraging community events to recruit new members.

Millwood Firefighters have another opportunity to train at the New Haven Fire Training Center on Saturday October 11th. With live fire training not currently available at the Westchester County Fire Training Center, this is again an invaluable opportunity. With the BoFC permission the cost is \$1700.00 and we will be providing an Engine for the live fire evolutions. All active interior members have been asked to participate.

The Open House has been scheduled for Sunday October 12th from 1-4 PM. Arrangements are in progress.

For the Chiefs Staff
Respectfully,

Greg Santone
Assistant Chief

Balance Sheet
MILLWOOD FIRE DISTRICT
As of August 31, 2025

	Total
Assets	
Current Assets	
Bank Accounts	
A200 Cash - Budget Operating Fund	0.00
A200.1 BOF Checking 4111028710	158,137.17
A200.2 Chase Card	
A200.5 BOF NYCLASS Acct NY-01-2034-0001	1,345,335.83
Total for A200 Cash - Budget Operating Fund	\$1,503,473.00
A230 Cash - Cap RF	0.00
A230.1 CRF Checking 816868657	
A230.5 CRF NYCLASS Acct NY-01-2034-0002	570,940.80
CRF Operating Acct 411437395	
Total for A230 Cash - Cap RF	\$570,940.80
A231 Cash - ERF	0.00
A231.2 ERF Checking 937110245	
A231.5 ERF NYCLASS Acct NY-01-2034-0003	2,038,452.32
Total for A231 Cash - ERF	\$2,038,452.32
Total for Bank Accounts	\$4,112,866.12
Accounts Receivable	
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	
Total for Other Current Assets	\$158.57
Total for Current Assets	\$4,113,024.69
Fixed Assets	

Balance Sheet
MILLWOOD FIRE DISTRICT
As of August 31, 2025

	Total
Capital Current yr expenses	0.00
Current yr- CRF	
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	0.00
K102.1 New Fire House	14,238,018.42
K102.2 Station 2	801,469.00
Total for K102 Buildings & improvements	\$15,039,487.42
K104 Furnishings & Equipment	0.00
K104.1 New Fire House	289,309.50
K104.2 Station 2	66,734.00
Total for K104 Furnishings & Equipment	\$356,043.50
K105 Construction in Progress	0.00
K105.3 Cap exp legal	
K105.7 Cap exp Property acquisition	
K105.8 Cap exp Survey fees	
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	
Total for K106.1 Vehicles	\$3,257,943.49
K106.2 Equipment	469,925.31
K2665 Gain (loss) asset disposal	
Total for K106 Other fixed assets	\$3,727,868.80
K109.1 Construction in Progress-Trucks	
Total for Fixed Assets	\$21,485,840.31
Other Assets	
A461 Service Award Program Assets	0.00

Balance Sheet
MILLWOOD FIRE DISTRICT
As of August 31, 2025

	Total
A461.2 American Equity Annuity	45,203.87
A461.8 Glens Falls National Bank	2,070,202.56
Total for A461 Service Award Program Assets	\$2,115,406.43
K480 Prepaid Insurance	
Total for Other Assets	\$2,115,406.43
Total for Assets	\$27,714,271.43
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
A600 *Accounts Payable	
Total for Accounts Payable	0.00
Credit Cards	
Other Current Liabilities	
24000 Payroll Liabilities	0.00
CT Income Tax	
Federal Taxes (941/943/944)	
NYS Income Tax	341.64
Total for 24000 Payroll Liabilities	\$341.64
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	
Total for Other Current Liabilities	\$341.64
Total for Current Liabilities	\$341.64
Long-term Liabilities	

Balance Sheet
MILLWOOD FIRE DISTRICT
As of August 31, 2025

	Total
W628 Bonds Payable	5,295,000.00
Total for Long-term Liabilities	\$5,295,000.00
Total for Liabilities	\$5,295,341.64
Equity	
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	760,326.93
Total for Equity	\$22,418,929.79
Total for Liabilities and Equity	\$27,714,271.43

Accrual Basis Thursday, September 04, 2025 03:08 PM GMTZ

Expenses by Vendor Summary

MILLWOOD FIRE DISTRICT

September 2025

Vendor	Total
AAA Emergency Supply Co., Inc.	265.00
Advance Auto Parts	11.18
Allclean Building Maintenance	1,260.00
Alpine Software Corp	5,333.60
Amazon Capital Services, Inc.	129.61
A&M Pumps Inc.	1,500.00
Briarcliff Manor Autobody	2,270.45
Canon Solutions America	33.68
Chase Card Services	625.71
Electrohydraulic Auto and Truck Repair	171.22
Fire-End & Croker Corp	3,000.00
Firefighters Equipment of N.Y.	348.45
Hills Signs	112.00
Hubbinette-Cowell Associates Inc.	15,322.00
Interstate Fire & Safety Equipment Co, In	479.00
JP McHale Account	219.86
MES	104.17
Metrocom Wireless, Inc.	352.20
MetTel Acct 0100413954	135.23
New York Power Authority Acct 2363579	3,957.66
Optimum	670.24
Regina Landscaping Corp.	2,632.00
Stark Tech	1,125.00
Suburban Carting Co.	144.80
T-Mobile	229.93
Verizon	504.07
WEX Bank	1,555.13
Subtotal Claims - Operating Fund	\$42,492.19

Expenses by Vendor Summary

MILLWOOD FIRE DISTRICT

September 2025

Vendor	Total
Payroll	
Vicki Gillespie	
Joseph McConnell	
Greg Santone	
IRS Sep Payroll	
NYS Q3 Payroll	
Total Payroll	
Total Claims - Operating Fund	\$42,492.19
Equipment Reserves:	
RFC Emergency Lighting	36,719.66
Subtotal Claims from Equipment Reserves	\$36,719.66
Total Claims for Approval 29 September	\$79,211.85

Accrual Basis Monday, September 22, 2025 04:03 PM GMTZ

**Millwood Fire District
September 29, 2025 Meeting**

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

Chase Bank 8710 Balance as of 09/29/2025	\$ 157,988.18
Less:	
Uncleared Check # 17700 Open Systems Metro	\$ (3,605.00)
09/25 Claims for Approval	\$ (92,568.81)
Subtotal	\$ 61,814.37
Plus:	
September BPays paid 09/02/2025	\$ 3,753.99
Net Cash Available for Use	\$ 65,568.36
Transfer Cash from NYClass to Chase on 09/30	\$ 85,000.00
Chase Bank 8710 Balance after Transfer	\$ 150,568.36
Target: Minimum Balance	\$ 150,000.00

MILLWOOD FIRE DISTRICT

SUMMARY OF 2026 BUDGET

Appropriations	\$ 2,085,276
less:	
estimated revenues	\$ -
estimated unexpended balance	\$ -
Total	\$ -
To be raised by property tax:	\$ 2,085,276

ESTIMATED REVENUES

	Actual 2024	Anticipated 2025	Budget Amt 2026
State Aid	\$50,000	\$0	\$0
Federal aid	\$0	\$0	\$0
Insurance Proceeds	\$130,852	\$9,645	\$0
Interest on Deposits	\$18,643	\$30,000	\$0
Rentals	\$1,800	\$1,800	\$0
Refunds	\$951	\$0	\$0
Sale of Assets	\$0	\$0	\$0
Misc	\$0	\$0	\$0
Total	<u>\$202,246</u>	<u>\$41,445</u>	<u>\$0</u>

ADOPTED 09/29/2025

Millwood Fire District 2026 Budget: Appropriations

	2022 Actual	2023 Actual	2024 Actuals	2025 Budget	2025 Proj YE	2026 Budget
Payroll	42,539	48,044	68,838	70,000	70,000	70,000
Firematic Equipment purchases	70,530	84,801	177,663	129,000	129,804	100,000
Firematic Other Expenses	494,588	467,229	528,112	688,388	692,556	742,310
Hydrant Fee	68,740	69,429	70,122	70,986	70,986	71,694
Judgements/Claims/Tax Certioraries	-	-	-	5,000	5,000	5,000
Service Award Program	129,353	140,852	145,897	154,863	149,891	163,769
Workers Comp Insurance	42,716	41,020	26,371	42,250	42,250	28,240
Soc Sec/Medicare/MTA taxes(payroll)	3,254	3,675	5,266	7,000	7,000	7,000
Physicals	22,048	20,641	22,688	24,900	24,900	28,000
Accident & Health Insurance	6,119	6,119	6,119	6,119	6,119	6,200
Fire House Project Bond Service	562,406	561,438	560,406	564,281	564,281	563,063
TOTAL OPERATING EXPENSE	1,442,293	1,443,247	1,611,483	1,762,787	1,762,787	1,785,276
Transfer to Reserves*	560,000	400,000	450,000	250,000	250,000	300,000
GRAND TOTAL	2,002,293	1,843,247	2,061,483	2,012,787	2,012,787	2,085,276

*Note: 2026 BudgetReserves will be allocated \$300,000 to Equipment Reserve.

ADOPTED 09/29/2025

Millwood Fire District 2026 Budget: Appropriations - Firematic Expenses

	2022 Actual	2023 Actual	2024 Actuals	2025 Budget	2025 Proj YE	2026 Budget
Office supplies	2,267	2,653	2,987	3,200	3,200	3,500
Training	6,598	9,538	7,119	15,000	15,000	15,000
Association Dues	1,365	1,365	1,460	2,000	2,000	2,000
Dress Uniforms	3,205	1,538	2,228	6,100	6,100	7,500
Inspections	11,889	14,138	13,696	20,000	20,000	20,000
Public Information (legal notices, etc.)	1,530	1,717	2,357	3,500	2,696	2,000
Electric	34,222	29,898	32,989	35,000	39,000	42,000
Heating	32,201	31,193	33,305	35,000	36,000	35,000
Maintenance Supplies	1,028	1,297	1,653	-	974	-
Phone/Cable/cell	15,902	16,381	16,343	17,000	18,000	17,000
Bldg & Grnd Maintenance & Water Usage	109,744	105,773	111,512	265,150	261,191	248,043
Security	864	889	889	2,000	2,000	-
Firematic Equip maintenance	101,362	71,705	102,841	128,000	132,972	182,000
Equip maintenance paid by Insurance	23,489	27,809	53,379	-	-	-
Diesel, Gasoline & Oil	24,069	23,453	20,953	25,000	25,000	25,000
Computer Hardware	1,615	4,239	4,388	7,100	7,100	7,500
Computer Software	9,008	6,508	7,378	9,000	9,000	10,000
Consultants	11,759	7,821	17,394	7,500	7,500	17,500
Siren Maintenance	-	1	-	-	-	-
Radio Maintenance	1,199	2,085	765	-	2,000	-
Officer's Bond	928	928	1,002	1,100	1,085	1,100
Insurance: Commercial	57,758	71,216	61,931	69,400	69,400	74,667
Legal and Audit	28,173	19,560	16,355	23,000	18,000	18,000
Admin Misc	14,413	15,524	15,189	14,338	14,338	14,500
GRAND TOTAL	494,588	467,230	528,112	688,388	692,556	742,310

ADOPTED 09/29/2025

Millwood Fire District

Worksheet

Computation of statutory spending limitation for 2025

Assessed Valuations (AV)	Equalization rates (ER)	Full Valuations (AV/ER)
318,922,123	13.95%	2,286,180,093
Total Full Valuations		2,286,180,093
less first million of FV		(1,000,000)
Excess over first million of full valuation		2,285,180,093
multiply excess by .001		0.001
Expenditures permitted on full valuation above \$1,000,000		\$ 2,285,180
add expenditures permitted on full valuation below first \$1,000,000		\$ 2,000
Statutory spending limitation for 2025		\$ 2,287,180
Add exclusions from Statutory Spending Limitation:		
Hydrant tax	\$	70,986
Interest & principle payable	\$	564,281
Payroll	\$	70,000
Social Security	\$	7,000
Worker's Comp Ins. VFBL	\$	42,250
LOSAP	\$	149,891
Insurance: accident & health	\$	6,119
Insurance: cancer	\$	3,900
Compromised claims/judgments	\$	5,000
Insurance: commercial/marine	\$	65,500
Fuel	\$	25,000
Annual audit	\$	13,000
Insurance proceeds Use	\$	804
Reserve Funds Contribution	\$	250,000
Total exclusions from Spending Limitation	\$	1,273,731
Add spending authorized by voters in excess of statutory spending limitation	\$	-
Sum of Statutory Spending Limitation, Exclusions and Excess Spending authorized by voters	\$	3,560,911
less budget appropriations	\$	2,012,787
Statutory Spending Limitation Margin	\$	<u>1,548,124</u>

Estimated Fund Balance

As of

August 31, 2024

Estimated as of 09/03/2025

ASSETS

Current Assets

Total Bank Accounts + Petty Cash

\$4,113,024.69

Reserves

2,609,393.12

General Fund

1,503,631.57

2025 Unspent Appropriations

733,533.13

Unappropriated Unreserved Fund Balance*

770,098.44

***Includes \$490,000 needed for cash flow requirements in 2026**