

Millwood Board of Fire Commissioners
Meeting Minutes January 14, 2025

On January 14, 2025, the Millwood Board of Fire Commissioners held their organizational meeting at 6:30 PM at Millwood Station 1. Attending were Commissioners: Alan Schapiro, Anthony Olenik, Dan Puszka, and Michael Wolfensohn; Treasurer Vicki Gillespie; Secretary Joseph McConnell.

The Organizational Meeting was called to order by Commissioner Puszka.

Notary Public/Commissioner Wolfensohn administered the Oath of Office to Commissioner Elect Anthony Olenik.

Commissioner Olenik nominated Commissioner Wolfensohn to be temporary Chairman, seconded by Commissioner Puszka, All in Favor.

Commissioner Wolfensohn nominated Alan Schapiro as Chair of the Board of Fire Commissioners, seconded by Commissioner Olenik. All in Favor.

Chairman Schapiro nominates Dan Puszka as Vice Chair of the Board of Fire Commissioners, seconded by Commissioner Wolfensohn. All in favor.

Secretary McConnell confirmed that all regular media outlets were notified of the Annual Organizational Meeting via the District's web site, notices at the fire station, the Town of New Castle Town Hall and the Millwood Post Office as well as a legal notice which was posted in the Journal News.

Commissioner Olenik made a motion to allow non-District residents to hold the post of Secretary/Records Management Officer and Treasurer, seconded by Commissioner Schapiro. All in Favor.

Commissioner Wolfensohn nominated Joseph P. McConnell for the position of District Secretary and Records Management Officer at an hourly rate to be determined and paid monthly, seconded by Commissioner Olenik. All in Favor.

Notary Public/Commissioner Wolfensohn administered the Oath of Office to Secretary Joseph McConnell.

Commissioner Schapiro nominated Vicki Gillespie for the position of District Treasurer at an hourly rate to be determined and paid monthly, Seconded by Commissioner Olenik, All in Favor.

Notary Public/Commissioner Wolfensohn administered the Oath of Office to District Treasurer Vicki Gillespie.

Commissioner Schapiro made a motion to retain the firm Pinsky Law Group, PLLC as the Districts Legal Counsel at a \$400.00 per hour with no minimum annual fee. Seconded by Commissioner Puszka. All in Favor.

Commissioner Wolfensohn requests that the Treasurer submit the Annual Financial Update Document, for 2024 at the February 2025 monthly meeting, seconded by Commissioner Olenik. All in Favor.

Commissioner Schapiro made a motion to designate the Journal News as the official District newspaper, seconded by Commissioner Puszka. All in favor.

Commissioner Wolfensohn made a motion to designate JP Morgan Chase bank as the official bank for the Fire District with the account value approximately \$3,500,000.00, seconded by Commissioner Schapiro. All in favor.

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Commissioner Schapiro nominated Commissioner Puszka as the designated back-up signee for the Chase.com account, seconded by Commissioner Wolfensohn. All in favor.

Commissioner Olenik moved that the District join the following Organizations, Seconded by Commissioner Puszka. All in Favor.

- Association of Fire Districts, State of NY (annual cost \$500)
- Association of Fire Districts, County of Westchester (annual cost \$400)
- Westchester County Association of Fire Chiefs (annual cost \$400)
- NY State Association of Fire Chiefs (annual cost \$175)
- National Fire Protection Association

Chairman Schapiro requests the Secretary confirm that the District domain of www.millwoodfiredistrict.org, and www.millwoodfirecompany.com be registered and paid until February, 2027. Secretary McConnell confirmed it is and that the domain names are paid through February 2027.

Commissioner Schapiro moved that District Monthly Meeting to be held on following dates and to post in the official newspaper and to file receipt and distribute by other approved notification channels, seconded by Commissioner Olenik. All in Favor.

Millwood Fire District 2025 Meeting Schedule	
Tuesday, January 14, 2025	Organizational Meeting
Monday, January 27, 2025	Regular Meeting
Monday, February 24, 2025	Regular Meeting
Monday, March 24, 2025	Regular Meeting
Monday, April 28, 2025	Regular Meeting
Monday, May 19, 2025	Regular Meeting
Monday, June 23, 2025	Regular Meeting
Monday, July 28, 2025	Regular Meeting
Monday, August 25, 2025	Regular Meeting
Monday, September 22, 2025	Regular Meeting
Tuesday, October 14, 2025	Public Budget Hearing
Tuesday, October 14, 2024	Regular Meeting
Monday, November 24, 2025	Regular Meeting
Monday, December 15, 2025	Regular Meeting
Tuesday, January 13, 2026	Organizational Meeting

Commissioner Schapiro made a motion to designate LOSAP funds manager as Arrow Bank (Administered by Penflex), seconded by Commissioner Wolfensohn. All in favor.

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Commissioner Olenik made a motion to designate Interstate Diagnostics for physicals and labs; as an alternative Clarity Testing should a firefighter not able to meet Interstate's posted schedule, seconded by Commissioner Puszka. All in Favor.

Commissioner Olenik made a motion to designate Open Systems Metro to monitor Station 1 and 2, Ssconded by Commissioner Wolfensohn. All in Favor.

Commissioner Wolfensohn made a motion for the Millwood Fire District to participate in the Westchester County and NYS Mutual Aid Plan, seconded by Commissioner Olenik, All in Favor.

Commissioner Puszka made a motion to approve the following District consultants as set forth in the meeting notes, seconded by Commissioner Schapiro. All in Favor.

- Insurance Agents: Hubbinette Cowell & Associates
- Workman's Compensation Insurance: Fire Districts of NY Mutual Insurance Company, Inc.
- Auditors: RBT, LLC
- District Administrative Assistant: Greg Santone at an hourly rate to be determined.
- District Website Host: Homestead
- Technology: Lantegrity Consulting Group
- Plumbing Repair: CK Plumbing Repair
- Electric Repair: Nick's Electric
- Painting: Farez Development Corp.
- Roofing: Don Adams Contracting
- Septic/Drainage: Cook Septic
- Apparatus Repair: Hopewell Fire Apparatus
- Vehicle Body Repair: Gowans Knight

Chairman Schapiro made a motion to authorize the following committees and committee Chairs as set forth in the meeting notes, seconded by Commissioner Wolfensohn, All in Favor.

- Buildings, Grounds, and Maintenance: Commissioner Olenik & Puszka, Co-Chairs
- Legal, Leases, & Contracts: Commissioner Schiffman, Chair
- Company Health & Welfare: Vitality, Annual Inspection, LOSAP, Uniforms; Commissioner Puszka, Chair
- Firematic Investment, Equipment Maintenance, Truck Replacement: Commissioners Olenik & Puszka, Co-Chairs
- Information Technology: Commissioner Schapiro, Chair
- Public Information: Commissioner Schapiro, Chair
- Administrative; Records Management, Audit, Elections: Commissioner Olenik, Chair
- Policy, Procedure, and By-laws; Inventory, Review and Recommend Improvements: Commissioner Wolfensohn, Chair
- OSHA & PESH Requirements: Commissioner Wolfensohn, Chair

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Chairman Schapiro moved that all standing policies and procedures and by-laws applicable in 2024 apply in 2025, seconded by Commissioner Olenik. All in Favor.

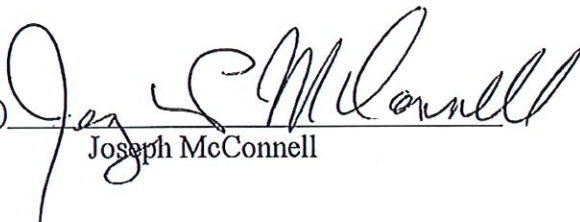
Commissioner Puszka made a motion to adjourn the meeting at 7:05 PM. Seconded by Commissioner Wolfensohn. All in Favor.

Joseph P McConnell
Secretary

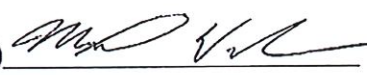
OATH OF OFFICE

STATE OF NEW YORK)
)
COUNTY OF WESTCHESTER) ss.:

I, Joseph McConnell, do Solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of Secretary of the Millwood Fire District according to the best of my ability.

(Signed) 
Joseph McConnell

Subscribed and sworn to before me
this 14th day of January, 2025

(Signed) 

TITLE

MICHAEL WOLFENSOHN
Notary Public - State of New York
No. 01WO6167256
Qualified in Westchester County
My Commission Expires May 29, 2027

RECEIVED
JAN 15 2025
**NEWCASTLE
TOWN CLERK**

OATH OF OFFICE

STATE OF NEW YORK)
)
COUNTY OF WESTCHESTER)

ss.:

I, Vicki Gillespie do Solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of Treasurer of the Millwood Fire District according to the best of my ability.

(Signed) *Vicki Gillespie*
Vicki Gillespie

Subscribed and sworn to before me
this 14th day of January, 2025

(Signed) *Michael Wolfensohn*

TITLE


MICHAEL WOLFENSOHN
Notary Public - State of New York
No. 01WO6167256
Qualified in Westchester County
My Commission Expires May 29, 2027

RECEIVED
JAN 15 2025
**NEWCASTLE
TOWN CLERK**

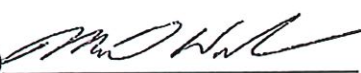
OATH OF OFFICE

STATE OF NEW YORK)
)
COUNTY OF WESTCHESTER) ss.:

I, Anthony Olenik, do Solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of Commissioner of the Millwood Fire District according to the best of my ability.

(Signed) 
Anthony Olenik

Subscribed and sworn to before me
this 14th day of January, 2025

(Signed) 

TITLE

MICHAEL WOLFENSOHN
Notary Public - State of New York
No. 01WC6167256
Qualified in Westchester County
My Commission Expires May 29, 2027

RECEIVED

JAN 15 2025

**NEWCASTLE
TOWN CLERK**

AFFIDAVIT OF PUBLICATION

State of Wisconsin
County of Brown

Linda Tutt being duly sworn, deposes and says she is the Principal Clerk of **The Journal News**, Division of Gannett Newspaper Subsidiary, publishers of following newspaper published in Westchester and Rockland Counties, State of New York, of which annexed is a printed copy, out from said newspaper has been published in said newspaper editions dated:

02/04/2025

Linda Tutt

Subscribed and sworn to before me this 04 day of February, 2025

Keegan Moran
exp 2/14/28

Notary Public
State of Wisconsin, County of Brown

KEEGAN MORAN
Notary Public
State of Wisconsin

**MILLWOOD FIRE DISTRICT
NOTICE**

PLEASE TAKE NOTICE that the Board of Fire Commissioners of the Millwood Fire District will hold their regular monthly meetings for 2025 as follows:

January 27, 2025	July 28, 2025
February 24, 2025	August 25, 2025
March 24, 2025	September 22, 2025
April 28, 2025	October 14, 2025
May 19, 2025	November 24, 2025
June 9, 2025	December 15, 2025

The meetings will be held at 7:30 p.m. at the firehouse located at 100 Millwood Road Millwood, New York.

JOSEPH P. McCONNELL, SECRETARY
MILLWOOD FIRE DISTRICT
February 4 2025
LNYS0231722