

Millwood Board of Fire Commissioners
Meeting Minutes January 27, 2025

On January 27, 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, Dan Puszka, Michael Wolfensohn and Jordan Schiffman; Treasurer Vicki Gillespie; Secretary Joseph P. McConnell; Chief Jorge Rodrigues, Assistant Chiefs Robert McCarthy, and Lieutenant Tom Harris.

Chairperson Schapiro called the meeting to order.

Public Comment - None

Chief's Report (attached)

Treasurer's Report (attached)

The Treasurer reported an additional \$45,628.86 of December 2024 invoices were approved and paid by the District post December 16, 2024, Board of Fire Commissioner's Regular Monthly meeting.

The Treasurer will provide the Board at the February 2025 meeting with a recommendation for investing the District's Reserve funds.

Work Session

A motion made by Commissioner Wolfensohn, seconded by Commissioner Olenik to approve December 16th, 2024, Regular Meeting Minutes. All in favor.

A motion was made by Commissioner Puszka, seconded by Commissioner Wolfensohn to accept the Peak Power Systems proposal for Station 1 and Station 2 generator maintenance at a cost of \$1,463.75 and \$864.25, respectively. All in favor.

The Board approved the Chiefs request to hold the 2025 Inspection Dinner at an outside venue, not to exceed the approved 2025 budget amount. The event's cost and location to be determined.

The Board approved Lieutenant Howard approaching Senator Pete Hackham's office regarding State funding for replacing the thirty-five-year-old SCBA Station 2 compressor.

A motion made by Commissioner Wolfensohn, seconded by Commissioner Olenik for twenty firefighters to attend Momentum Climbing Gym in Valhalla for knot, rope and climbing training at a total cost not to exceed \$640.00. All in favor.

A motion made by Commissioner Wolfensohn, seconded by Commissioner Schiffman for five firefighters to attend an advance extrication course at the end of March at a cost of \$250.00 per person/\$1,250.00 total. All in favor.

A motion made by Commissioner Puszka, seconded by Commissioner Olenik to purchase five Minitor 7 pages at the Sourcewell contract price of \$554.30 each/\$2,771.50 from Metrocom. All in favor. PO #393

A motion made by Commissioner Olenik, seconded by Commissioner Puszka to purchase a Stihl Chain saw from Ossining Lawn Mower at a price of \$552.00. All in favor. PO #394

A motion made by Commissioner Olenik, seconded by Commissioner Puszka to purchase assorted brush firefighting equipment from Fire End & Coker at a cost not to exceed \$4,448.00. All in favor. PO #395

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A motion made by Commissioner Puzka, seconded by Commissioner Olenik to award a contract to Alon Industries, Inc. at a cost of \$2,816.00 to furnish and install an eyewash station in the Station 2 apparatus bay. All in favor. PO #396

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Schiffman to enter an executive session to discuss personnel matters at 8:15 P.M. All in favor.

A motion was made by Commissioner Schiffman, seconded by Commissioner Puzka to exit executive session at 8:20 P.M.

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Schiffman to approve raising the Fire District's Secretary Joseph P. McConnell's salary to \$42.00 per hour and the District's Administrative Assistant Greg Santone to \$29.00 per hour. The Treasurer's salary remains at \$65.00 per hour. All in favor.

The Board agreed that the next District employee salary review will be at the 2027 budget workshop and then to be reviewed every odd year thereafter.

A motion made by Commissioner Olenik, seconded by Commissioner Puzka to adjourn at 8:25 P.M. All in favor.

Respectively submitted,
Joseph P. McConnell
Fire District Secretary

MILLWOOD FIRE DISTRICT
Expenses by Vendor Summary
January 2025

	<u>Total</u>	<u>2024 Expense</u>	<u>Notes</u>
AAA Emergency Supply Co., Inc.	150.00		
Advance Auto Parts	130.63		
Allclean Building Maintenance	1,810.00		
Almeida Oil Co.	9,431.35	\$ 3,556.46	Includes \$3556.46 2024 expense paid in January 2025
Canon Solutions America	30.17		
Chase Card Services	460.54		
Clarity Testing Services, Inc.	453.00		
Crown Trophy	731.00	\$ 731.00	2024 expense paid in January 2025
D.P. Wolff Inc.	3,568.75		
Emergency Decon Services Corp.	900.00		
Farrell Fritz, P.C.	182.00	\$ 182.00	2024 expense paid in January 2025
Fred A Cook, Jr. Inc	654.25	\$ 262.50	Includes \$262.50 2024 expense paid in January 2025
Gannet Media Corp	52.20	\$ 52.20	2024 expense paid in January 2025
Gowan's Knight Co., Inc.	25,944.00	\$ 25,944.00	2024 expense paid in January 2025
Interstate Fire & Safety Equipment Co, In	500.00		
JP McHale Account	213.46		
Lantegrity Consulting Group	375.00		
MetTel Acct 0100413954	117.22		
Mike's Mt. Pleasant Locksmiths	570.00		
Mt. Kisco Truck & Auto Parts Acct 40902	204.11		
Municipal Emergency Services	26,583.55	\$ 26,583.55	2024 expense paid in January 2025
New Castle-Stanwood Water District	285.20		
New York Power Authority Acct 2363579	2,485.89		
Optimum	641.20		
Paraco Gas Corporation	164.64		
Regina Landscaping Corp.	2,850.00		
Rose Cohen	125.00		
Santone, Greg	155.85		
Stark Tech	244.00		
Stein, Scott	850.00	\$ 850.00	2024 expense paid in January 2025
Suburban Carting Co.	139.95	\$ 139.95	2024 expense paid in January 2025
T-Mobile	345.94		
The Standard Life Insurance Co.	21,428.00		
Town of New Castle	248.36		
Verizon	140.99		
Westchester County Asso. of Fire Chiefs	400.00		
WEX Bank	1,771.49		

MILLWOOD FIRE DISTRICT
Expenses by Vendor Summary
January 2025

	Total	2024 Expense	Notes
Subtotal	\$ 105,337.74	\$ 58,301.66	2024 Expenses Paid in January 2025
Payroll			
Vicki M Gillespie	2,697.87		
Joseph P. McConnell	1,271.64		
Greg Santone	745.46		
IRS January Payroll	898.45		
Total Claims for Approval January 27, 2024	\$ 110,951.16		

Additional Claims Approved for Payment December 24, 2024

	Total
AAA Emergency Supply Co., Inc.	135.00
Almeida Oil Co.	323.54
D.P. Wolff Inc.	406.44
FDM Preferred Insurance Company, Inc	26,371.00
Hubbinette-Cowell Associates Inc.	16,675.16
Interstate Fire & Safety Equipment Co, In	984.50
Metrocom Wireless	530.00
Verizon	203.22
Subtotal Approved Additional Claims	\$ 45,628.86

Approved 12/23/2024 by Commissioners Olenick and Schapiro

MILLWOOD FIRE DISTRICT

Balance Sheet

As of December 31, 2024

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
A200 Cash - Budget Operating Fund	0.00
A200.1 BOF Checking 4111028710	772,472.84
A200.2 Chase Card	0.00
Total A200 Cash - Budget Operating Fund	\$ 772,472.84
A230 Cash - Cap RF	
A230.1 CRF Checking 816868657	559,354.16
CRF Operating Acct 411437395	0.00
Total A230 Cash - Cap RF	\$ 559,354.16
A231 Cash - ERF	
A231.2 ERF Checking 937110245	2,056,256.18
Total A231 Cash - ERF	\$ 2,056,256.18
Total Bank Accounts	\$ 3,388,083.18
Other Current Assets	
A041 Equipment for Rescue Truck	0.00
A200.4 Petty Cash	158.57
A390 Due from Equip Res to Oper	0.00
A392 Due to Oper Fund from ER	0.00
Exchange	0.00
Total Other Current Assets	\$ 158.57
Total Current Assets	\$ 3,388,241.75
Fixed Assets	
Capital Current yr expenses	
Current yr- CRF	0.00
Total Capital Current yr expenses	\$ 0.00
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

MILLWOOD FIRE DISTRICT

Balance Sheet

As of December 31, 2024

	Total
K102.2 Station 2	801,469.00
Total K102 Buildings & improvements	\$ 14,810,985.17
K104 Furnishings & Equipment	
K104.1 New Fire House	289,309.50
K104.2 Station 2	66,734.00
Total K104 Furnishings & Equipment	\$ 356,043.50
K105 Construction in Progress	0.00
K105.3 Cap exp legal	0.00
K105.7 Cap exp Property acquisition	0.00
K105.8 Cap exp Survey fees	0.00
Total K105 Construction in Progress	\$ 0.00
K106 Other fixed assets	0.00
K106.1 Vehicles	3,229,814.24
K106.12 Deposit on Vehicle	0.00
Total K106.1 Vehicles	\$ 3,229,814.24
K106.2 Equipment	455,666.00
K2665 Gain (loss) asset disposal	0.00
Total K106 Other fixed assets	\$ 3,685,480.24
K109.1 Construction in Progress-Trucks	0.00
Total Fixed Assets	\$ 21,214,949.50
Other Assets	
A461 Service Award Program Assets	
A461.2 American Equity Annuity	43,880.22
A461.8 Glens Falls National Bank	2,070,202.56
Total A461 Service Award Program Assets	\$ 2,114,082.78
K480 Prepaid Insurance	0.00
Total Other Assets	\$ 2,114,082.78
TOTAL ASSETS	\$ 26,717,274.03
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	

MILLWOOD FIRE DISTRICT

Balance Sheet

As of December 31, 2024

	Total
Accounts Payable	
A600 *Accounts Payable	58,301.66
Total Accounts Payable	\$ 58,301.66
Other Current Liabilities	
24000 Payroll Liabilities	0.00
CT Income Tax	0.00
Federal Taxes (941/943/944)	0.00
NYS Income Tax	377.97
Total 24000 Payroll Liabilities	\$ 377.97
600 LOSAP Accounts Payable	0.00
A101 Employee Tax Withholdings	0.00
A600.1 Accounts payable	-22,293.89
A630 Due to Other Funds	0.00
A700 Accrued Liabilities	0.00
H630 Due to General Fund	0.00
Total Other Current Liabilities	-\$ 21,915.92
Total Current Liabilities	\$ 36,385.74
Long-Term Liabilities	
W628 Bonds Payable	5,790,000.00
Total Long-Term Liabilities	\$ 5,790,000.00
Total Liabilities	\$ 5,826,385.74
Equity	
32000 Retained Earnings	1,075,887.06
A806 Fund Balance-Not Spendable	0.00
A878.8 Gen Retained Earnings	171,313.00
A878.9 Fund balance - BOF	259,648.22
A878.RA Fund balance - Cap RF	711,556.55
A878.RB Fund balance - ERF	1,427,533.32
A895 Restricted for LOSAP Program	2,114,082.88
A914 Assigned Fund Balance	114,094.00
A917 Unassigned Fund Balance--LOSAP	-937,187.28

MILLWOOD FIRE DISTRICT

Balance Sheet

As of December 31, 2024

	<u>Total</u>
K878.9 Fund balance - Prop & Equip	21,214,950.14
W125 Amt needed for bond refunds	-5,790,000.00
Net Income	529,010.40
Total Equity	\$ 20,890,888.29
TOTAL LIABILITIES AND EQUITY	\$ 26,717,274.03

Monday , Jan 27, 2025 3:27:30 PM GMT-5 - Accrual Basis

MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report January 27th, 2025

We need to purchase five new Minitor 7 pagers at the Sourcewell contract price of \$554.30 each = \$2771.50 from Metrocom. PO # _____

We need the BoFC to assign two purchase order #'s to the purchases of equipment under the previously approved 5K / 50% reimburse DEC grant program:

Ossining Lawn Mower (Stihl Chain Saw) \$552.00 PO # _____

Fire End & Croker (Assorted brush fire equipment) Not to exceed \$4,448.00 PO # _____

The Chiefs would like the BoFC to approve sending five members to advanced extrication training with Chappaqua and Bedford Hills FD's to be held at the end of March at a cost of \$250 per person = \$1250.00.

The most recent update on the new Tanker is that it will be delivered in May of 2026.

The Chiefs would like to remind the BoFC that they are all invited to the Cabin Fever Party on Saturday evening February 8th @ 7PM.

The Chiefs would like the BoFC to approve an alternate Inspection Venue this year. A little something different. We are considering an off premise Brunch or Dinner and currently investigating available locations and pricing.

Lieutenant Howard would like the BoFC's permission to explore external funding, starting with Senator Pete Harckham's Office, to replace the 35 YR old SCBA Compressor at Station 2.

Lieutenant Howard would like the BoFC's approval to possibly hold a drill / training session at Momentum Climbing Gym in Valhalla. The cost would be \$32 per member for a two HR session. This would include knots, rope tying, safety belays, and then climbing. We would first gauge interest but even if twenty members attended the cost would only be \$640.00.

For Chief Jorge Rodrigues & Staff

Greg Santone

Assistant Chief