

Millwood Board of Fire Commissioners
Meeting Minutes March 24, 2025

On March 24, 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 and Michael Wolfensohn; Treasurer Vicki Gillespie; Secretary Joseph P. McConnell; Assistant Chief Robert McCarthy Lieutenants Tom Harris and Choire Sicha; Safety Officer Scott Stein.

Chairperson Schapiro called the meeting to order.

Public Comment - None

Chief's Report (attached)

Treasurer's Report (attached)

Work Session

A motion made by Commissioner Olenik, seconded by Commissioner Wolfensohn to approve February 24, 2025, Regular Meeting Minutes. All in favor.

The Board proposed and passed the following NYCLASS Resolution:

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o (section 119-o) empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, towns and villages, and districts] to enter into, amend, cancel, and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers, and duties on a cooperative or contract basis;

WHEREAS the Millwood Fire District wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of August 1, 2023.

Now, therefore, it is hereby resolved as follows:

Vicki Gillespie, Treasurer of Millwood Fire District is hereby authorized to participate in the NYCLASS program under the terms of the NYCLASS Municipal Cooperation Agreement Amended and Restated as of August 1, 2023.

Commissioner Schapiro	Aye
Commissioner Olenik	Aye
Commissioner Puszka	Aye
Commissioner Wolfensohn	Aye

A motion was made by Commissioner Wolfensohn, seconded by Commissioner Puszka to authorize the District Treasurer to establish new funds within NYCLASS, manage the transfer of money between funds and the disbursement of funds as required by the District. All in favor.

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A motion was made by Commissioner Puszka, seconded by Commissioner Olenik to approve the 2024 LOSAP points as posted for thirty days in the firehouse and authorize the Secretary to forward the 2024 LOSAP census to the pension fund administrator Penflex Actuarial Services, LLC. All in favor.

A motion made by Commissioner Olenik, seconded by Commissioner Puszka to accept the Open Systems Metro's proposal for the 2025 Station 1 alarm monitoring contract (attached) at a cost of \$525.00 annually. All in favor.

A motion made by Commissioner Puszka, seconded by Commissioner Wolfensohn to accept the Open Systems Metro's maintenance contract (attached) for the Station 1 alarm system for 2024 at a cost of \$1,195.00 annually. All in favor.

A motion made by Commissioner Olenik, seconded by Commissioner Wolfensohn to accept the D.P. Wolf, Inc. proposed Station 1 and 2 HVAC 2025 annual inspection/maintenance contract (attached) at a cost of \$ 10,800.00 and \$3,904.00 respectfully. All in favor.

A motion made by Commissioner Wolfensohn, seconded by Commissioner Olenik to accept Regina Landscaping's proposal for the 2025 Stations 1 and 2 garden/landscape maintenance (attached). All in favor.

Commissioner Olenik advised the Board that the Station 1 garbage dumpster gate will be repaired at a cost of \$850.00.

A motion made by Commissioner Schapiro, seconded by Commissioner Wolfensohn to purchase two computers and monitors for Station 2 at a cost not to exceed \$2,500.00. All in favor. PO #400

A motion made by Commissioner Puszka, seconded by Commissioner Olenik to replace one expired SCBA on Mini-Attack 10 under NYS contract price of \$8,140.77. All in favor. PO #401

A motion made by Commissioner Wolfensohn, seconded by Commissioner Puszka to pre-approve the Millwood Fire Company Line and Safety Officer slate providing the proposed nomination list is approved by the Millwood Fire Company Members. All in favor.

Chief of Department	Jorge Rodrigues
1 st Assistant Chief	Robert McCarthy
2 nd Assistant Chief	Greg Santone
Captain	Chris Raguso
1 st Lieutenant	Tom Harris
2nd Lieutenant	Choir Sicha
3 rd Lieutenant	Joshua Howard
Safety Officer	Scott Stein

A motion made by Commissioner Puszka, seconded by Commissioner Olenik to adjourn at 8:10 P.M. All in favor.

Respectively submitted,

Joseph P. McConnell
Fire District Secretary

MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report March 24th, 2025

We need to update/replace two computers and one monitor at Station 2 at a cost not to exceed \$2500.00 PO # _____

We need to replace one SCBA on MA-10 - as it has aged out – at NYS contract pricing of \$8,140.77 from MES. PO # _____

The electrical, plumbing, and drainage work has been completed at Station 1 and the new Gear Extractor is scheduled to be delivered and installed by the end of day tomorrow.

For the Chiefs Staff
Respectfully,

Greg Santone
Assistant Chief

MILLWOOD FIRE DISTRICT
Expenses by Vendor Summary
March 2025

Vendor	Total
AAA Emergency Supply Co., Inc.	965.88
Allclean Building Maintenance	1,260.00
Almeida Oil Co.	1,670.97
Alon Industries, Inc.	2,816.00
Canon Solutions America	51.07
Chase Card Services	212.26
CK Plumbing and Heating, Ltd.	9,000.00
Clarity Testing Services, Inc.	453.00
Corsi tire	39.95
Fire-End & Croker Corp	585.00
Gannett Media Corp	111.40
Hubbinette-Cowell Associates Inc.	15,323.00
Interstate Fire & Safety Equipment Co, In	467.00
JP McHale Account	219.86
Lantegrity Consulting Group	587.40
MES	2,222.58
Metrocom Wireless, Inc.	1,027.62
Metropolitan Laundry Machinery Sales Inc.	22,635.00
MetTel Acct 0100413954	116.61
Mike's Mt. Pleasant Locksmiths	1,127.50
Millwood Hardware	12.57
New York Power Authority Acct 2363579	3,747.92
Open Systems Metro	31,027.81
Optimum	670.33
Paraco Gas Corporation	266.39
Peak Power Systems	1,436.15
Regina Landscaping Corp.	6,230.00
RFC Emergency Lighting	6,130.26
Suburban Carting Co.	139.95

MILLWOOD FIRE DISTRICT
Expenses by Vendor Summary
March 2025

Vendor	Total
The Knox Company	584.00
T-Mobile	320.94
Verizon	343.53
WEX Bank	1,076.11
Subtotal	\$112,878.06
Payroll	
Vicki M Gillespie	\$2,697.87
Joseph P. McConnell	\$1,225.81
Greg Santone	\$535.63
IRS February Payroll	848.44
NYS Q1 Payroll	488.45
Total Claims for Approval March 24, 2025	118,674.26

Accrual Basis Monday, March 24, 2025 07:32 PM GMTZ

MILLWOOD FIRE DISTRICT

Balance Sheet

As of February 28, 2025

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
A200 Cash - Budget Operating Fund	0.00
A200.1 BOF Checking 4111028710	636,792.65
A200.2 Chase Card	0.00
Total A200 Cash - Budget Operating Fund	\$ 636,792.65
A230 Cash - Cap RF	
A230.1 CRF Checking 816868657	560,575.23
CRF Operating Acct 411437395	0.00
Total A230 Cash - Cap RF	\$ 560,575.23
A231 Cash - ERF	
A231.2 ERF Checking 937110245	2,060,745.00
Total A231 Cash - ERF	\$ 2,060,745.00
Total Bank Accounts	\$ 3,258,112.88
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	\$ 3,258,271.45
Fixed Assets	
Capital Current yr expenses	
Current yr- CRF	0.00
Total Capital Current yr expenses	\$ 0.00
K101 Land	45,000.00

MILLWOOD FIRE DISTRICT

Balance Sheet

As of February 28, 2025

	<u>Total</u>
K101.1 Land-New Fire House	2,317,440.59
K102 Buildings & improvements	
K102.1 New Fire House	14,238,018.42
K102.2 Station 2	801,469.00
Total K102 Buildings & improvements	\$ 15,039,487.42
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	3,267,157.80
K106.12 Deposit on Vehicle	0.00
Total K106.1 Vehicles	\$ 3,267,157.80
K106.2 Equipment	460,711.00
K2665 Gain (loss) asset disposal	0.00
Total K106 Other fixed assets	\$ 3,727,868.80
K109.1 Construction in Progress-Trucks	0.00
Total Fixed Assets	\$ 21,485,840.31
Other Assets	
A461 Service Award Program Assets	
A461.2 American Equity Annuity	45,193.87
A461.8 Glens Falls National Bank	2,070,202.56
Total A461 Service Award Program Assets	\$ 2,115,396.43

MILLWOOD FIRE DISTRICT

Balance Sheet

As of February 28, 2025

	Total
K480 Prepaid Insurance	0.00
Total Other Assets	\$ 2,115,396.43
TOTAL ASSETS	\$ 26,859,508.19
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
A600 *Accounts Payable	0.00
Total Accounts Payable	\$ 0.00
Other Current Liabilities	
24000 Payroll Liabilities	0.00
CT Income Tax	0.00
Federal Taxes (941/943/944)	1,069.76
NYS Income Tax	343.73
Total 24000 Payroll Liabilities	\$ 1,413.49
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	-\$ 20,880.40
Total Current Liabilities	-\$ 20,880.40
Long-Term Liabilities	
W628 Bonds Payable	5,790,000.00
Total Long-Term Liabilities	\$ 5,790,000.00
Total Liabilities	\$ 5,769,119.60
Equity	

MILLWOOD FIRE DISTRICT

Balance Sheet

As of February 28, 2025

	<u>Total</u>
32000 Retained Earnings	1,366,892.11
A806 Fund Balance-Not Spendable	0.00
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	2,115,396.53
A914 Assigned Fund Balance	0.00
A917 Unassigned Fund Balance--LOSAP	-938,500.93
K878.9 Fund balance - Prop & Equip	21,485,840.95
W125 Amt needed for bond refunds	-5,790,000.00
Net Income	-72,704.16
Total Equity	\$ 21,090,388.59
TOTAL LIABILITIES AND EQUITY	\$ 26,859,508.19

Sunday, Mar 02, 2025 01:06:43 PM GMT-8 - Accrual Basis