

Millwood Board of Fire Commissioners  
Meeting Minutes October 28<sup>th</sup>, 2024

On October 28<sup>th</sup>, 2024, the Millwood Board of Fire Commissioners held their regular monthly meeting at 7:30 PM in 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 Greg Santone, Lieutenant Tom Harris.

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 Schapiro to approve the September 18<sup>th</sup>, 2024; 2025 Budget Workshop Minutes. All in favor.

A motion made by Commissioner Olenik, seconded by Commissioner Wolfensohn to approve the September 23<sup>rd</sup>, 2024 Regular Meeting Minutes. All in favor.

A motion made by Commissioner Olenik, seconded by Commissioner Schiffman to approve the October 15<sup>th</sup>, 2024 Public; 2025 Budget Hearing Minutes. All in favor.

A motion made by Commissioner Wolfensohn, seconded by Commissioner Schapiro to approve a 2024 budget line adjustment to move \$2,500.00 from A407.6 Maintenance (Grounds & Buildings) to A34.480 Consultants. All in favor.

The following resolution approved the final budget for 2025 within the real property tax limit.

WHEREAS, the Board of Fire Commissioners of the Millwood Fire District must adopt a proposed budget for 2025 and estimate of fund balances in preparation for the annual fire district budget hearing and did so in preparation for the budget hearing, and

WHEREAS, the Board of Fire Commissioners of the Millwood Fire District held the annual fire district budget hearing on notice to the public on October 15<sup>th</sup>, 2024, and

WHEREAS, the Board has considered the proposed budget and comments received on the proposed budget on October 15<sup>th</sup>, 2024, at said budget hearing, and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners hereby approves the Final Budget for the Millwood Fire District for 2025 attached hereto and made a part hereof in the amount of \$2,012,787.00.

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was as follows:

Chairman	Shapiro	Aye
Commissioner	Olenik	Aye
Commissioner	Puszka	Aye
Commissioner	Wolfensohn	Aye
Commissioner	Schiffman	Aye

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The resolution was thereupon duly declared to have been adopted.

Motion made by Commissioner Wolfensohn, seconded by Commissioner Schiffman, to appoint the following election officials for the 2024 Millwood Fire District election.

WHEREAS, Section 175-a of the Town Law provides for a system of registration for Fire District elections; and

WHEREAS, a register of eligible Fire District voters must be prepared prior to the Fire District election; and

WHEREAS, such a register shall be prepared from names of persons who have registered with the Westchester County Board of Elections.

NOW, THEREFORE, BE IT RESOLVED that the following resident electors of the Millwood Fire District are hereby appointed to constitute the Millwood Fire District Board of Elections for the 2024 annual Fire District election:

<u>Kathie Ann Mead</u>	Chairman
<u>Diane McCarthy</u>	Election Inspector
<u>Cheri Santone</u>	Election Inspector (optional)
<u>Devin Madurus</u>	Ballot Clerk

and be it further

RESOLVED that the Chairman, Election Inspector(s) and Ballot Clerk(s) be compensated in the amount of \$100.00 for their services in preparing the registration records and the same sum for their service and attendance at the annual election; and be it further.

RESOLVED that in case any of the members appointed herein are unable or refuse to assume or perform the duties required of them, the Board of Fire Commissioners or the Secretary of the Fire District may appoint alternates who are resident electors; and be it further.

RESOLVED that, if clerical help is deemed necessary, the Board of Fire Commissioners delegates to the Chairman of the Board of Fire Commissioners the power to appoint such clerical help at a reasonable rate.

All in favor. The motion was thereupon duly declared to have been adopted.

A motion made by Commissioner Schapiro, seconded by Commissioner Wolfensohn to accept Almeida Oil Company's 2024/2025 heating and fuel oil bid of \$2.88 per gallon. All in favor.

A motion made by Commissioner Wolfensohn, seconded by Commissioner Olenik to accept Regina Landscape Corporation's 2024/2025 Station 1 and 2 winter snow removal bid at the 2023/2024 price rate. All in favor.

A motion made by Commissioner Wolfensohn, seconded by Commissioner Schapiro to make chest x-rays in 2024 available to all active members on a voluntary basis at a total cost not to exceed \$7,000.00. All in favor.

A motion was made by Commissioner Puszka, seconded by Commissioner Wolfensohn to approve Eeshan Aanand active firefighter membership. All in favor.

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A motion was made by Commissioner Puszka, seconded by Commissioner Wolfensohn to approve Alex Silverman junior firefighter membership. All in favor.

A motion made by Commissioner Schapiro, seconded by Commissioner Wolfensohn to approve of the Chief to apply for a NYS DEC Volunteer Assistance Grant and for the Millwood Fire District to provide matching funds up to \$2,500.00. All in favor.

A motion made by Commissioner Puszka, seconded by Commissioner Wolfensohn to approve the purchase and outfitting of the lowest qualified bidder "Trailer King" trailer to transport the UTV at a cost not to exceed \$10,000.00. The Chief's received two additional quotes. All in favor. PO 390

A motion made by Commissioner Puszka, seconded by Commissioner Wolfensohn to purchase a gear extractor and to make modifications to Station 1 at a cost does not exceed \$50,000.00. All in favor.

Commissioner Wolfensohn and Treasurer Gillespie agreed to research NYClass as a financial institution for investing District funds for higher investment return and to report to their findings at the November Commissioners meeting.

Commissioner Schapiro congratulated the Chief's on a "fantastic" Station 1 Open House and made some suggestions for next year's event.

Commissioner Wolfensohn provided the Chief's with the "Firefighter Medical Evaluations Guide" and suggested the members share it with their personal doctors.

A motion was made by Commissioner Olenik, seconded by Commissioner Wolfensohn to enter executive session to discuss personnel matters at 8:32 PM. All in favor.

A motion was made by Commissioner Schiffman, seconded by Commissioner Wolfensohn to exit executive session at 9:02 PM. All in favor.

A motion made by Commissioner Wolfensohn, seconded by Commissioner Schiffman to adjourn at 9:05 P.M. All in favor.

Respectively submitted,

Joseph P. McConnell  
Fire District Secretary

Correspondence: Anthony Hill, President Firefly Admin Inc. Regarding LOSAP Administration/Consulting

**MILLWOOD FIRE DISTRICT**  
**Balance Sheet**  
As of September 30, 2024

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
A200 Cash - Budget Operating Fund	0.00
A200.1 BOF Checking 4111028710	1,385,254.18
A200.2 Chase Card	0.00
Total A200 Cash - Budget Operating Fund	\$ 1,385,254.18
A230 Cash - Cap RF	
A230.1 CRF Checking 816868657	508,332.69
CRF Operating Acct 411437395	0.00
Total A230 Cash - Cap RF	\$ 508,332.69
A231 Cash - ERF	
A231.2 ERF Checking 937110245	1,650,018.29
Total A231 Cash - ERF	\$ 1,650,018.29
Total Bank Accounts	\$ 3,543,605.16
<b>Other Current Assets</b>	
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	\$ 3,543,763.73
<b>Fixed Assets</b>	
<b>Capital Current yr expenses</b>	
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
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

**MILLWOOD FIRE DISTRICT**  
**Balance Sheet**  
As of September 30, 2024

		Total
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
<b>Other Assets</b>		
A461 Service Award Program Assets		
A461.2 American Equity Annuity		43,880.22
A461.8 Glens Falls National Bank		1,879,817.10
Total A461 Service Award Program Assets	\$	1,923,697.32
K480 Prepaid Insurance		0.00
Total Other Assets	\$	1,923,697.32
<b>TOTAL ASSETS</b>	<b>\$</b>	<b>26,682,410.55</b>
<b>LIABILITIES AND EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
A600 *Accounts Payable		0.00
Total Accounts Payable	\$	0.00
<b>Other Current Liabilities</b>		
24000 Payroll Liabilities		0.00
CT Income Tax		0.00
Federal Taxes (941/943/944)		1,067.15
NYS Income Tax		457.66
Total 24000 Payroll Liabilities	\$	1,524.81
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	-\$	20,769.08

# MILLWOOD FIRE DISTRICT

## Balance Sheet

As of September 30, 2024

	<u>Total</u>
Total Current Liabilities	-\$ 20,769.08
Long-Term Liabilities	
W628 Bonds Payable	5,790,000.00
Total Long-Term Liabilities	<u>\$ 5,790,000.00</u>
Total Liabilities	<u>\$ 5,769,230.92</u>
Equity	
32000 Retained Earnings	1,075,887.06
A806 Fund Balance-Not Spendable	0.00
A878.8 Gen Retained Earnings	230,063.00
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	1,923,697.42
A914 Assigned Fund Balance	55,344.00
A917 Unassigned Fund Balance--LOSAP	-746,801.82
K878.9 Fund balance - Prop & Equip	21,214,950.14
W125 Amt needed for bond refunds	-5,790,000.00
Net Income	551,301.74
Total Equity	<u>\$ 20,913,179.63</u>
TOTAL LIABILITIES AND EQUITY	<u>\$ 26,682,410.55</u>

Wednesday, Oct 02, 2024 02:57:25 PM GMT-7 - Accrual Basis

**MILLWOOD FIRE DISTRICT**  
**Expenses by Vendor Summary**  
**October 2024**

	<u>Total</u>
AAA Emergency Supply Co., Inc.	7,388.27
Advance Auto Parts	146.57
Allclean Building Maintenance	1,400.00
Alon Industries, Inc.	2,617.00
Alpine Software Corp	4,467.00
Canon Solutions America	47.56
Chase Card Services	718.55
Clarity Testing Services, Inc.	453.00
D.P. Wolff Inc.	3,621.73
Electrohidraulic Auto and Truck Repair	226.22
Farrell Fritz, P.C.	372.00
Hopewell Fire Apparatus Service Co.	2,419.85
Hubbinette-Cowell Associates Inc.	6,193.00
Interstate Fire & Safety Equipment Co, In	1,360.05
John P. Brown Ladder Company	1,882.22
JP McHale Account	213.46
Lantegrity Consulting Group	3,252.63
MetTel Acct 0100413954	116.15
Millwood Hardware	499.60
Municipal Emergency Services (M.E.S.)	4,645.34
New Castle-Stanwood Water District	198.40
New York Power Authority Acct 2363579	3,135.37
New York State Assoc of Fire Chiefs	200.00
Optimum	745.09
Otis Elevator Company	3,654.68
Paraco Gas Corporation	304.80
Quality Elevator Inspection	400.00
Regina Landscaping Corp.	1,404.00
RFC Emergency Lighting	9,701.87
Suburban Carting Co.	139.95

**MILLWOOD FIRE DISTRICT**  
**Expenses by Vendor Summary**  
**October 2024**

	<u>Total</u>
T-Mobile	345.94
Town of New Castle	201.19
Verizon	339.55
WEX Bank	1,572.70
<b>Total Vendors</b>	<b>\$ 64,383.74</b>
<b>Payroll</b>	
Joseph P. McConnell	1,435.64
Vicki M Gillespie	2,691.20
Greg Santone	623.36
NYS Employment Taxes Q3	457.66
IRS September Payroll	1,067.15
IRS October Payroll	942.06
<b>Total Claims October 28, 2024</b>	<b>71,600.81</b>



**MILLWOOD FIRE DISTRICT BoFC MEETING Chiefs Report October 28th, 2024**

We would like the Board to approve Eeshan Aanand for Active membership.

We would like the Board to approve Alex Silverman for Junior membership.

We would like to move forward with the obtaining and outfitting of a trailer for the safe transport of our UTV and equipment at a cost not to exceed \$10,000.00. PO # \_\_\_\_\_

For Chief Jorge Rodrigues & Staff

*Greg Santone*

Assistant Chief