

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, May 10, 2021.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District convened at 7:30 pm on Monday, May 10, 2021 in the Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Andrew Casucci, Commissioner Grant Keeler, Commissioner Dave Pettis, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Tim Brousseau, Administrative Assistant Lisa Castaldo, Chief Ken Bowman, Assistant Chief Patrick Canale, Captain Alan VanCleeef and President Phil Brousseau. Commissioner Marty Schanz was absent.

Bills

1. A listing of transactions numbered 14568 through 14626, totaling \$37,471.90, was presented to the Board for approval.
2. The bill from MES for the spreaders has a new price of \$43,570.72. This reflects a change of \$1,016.08 for the change from the original bid because of a change of a spreader. The Treasurer will contact MES and withhold the check until the tools arrive. Commissioner Bowman made a motion to approve a change order for the tools that were ordered. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Commissioner Pettis made a motion to pay the bills. Commissioner Keeler seconded the motion. The motion was carried unanimously.

Old Business

3. The amount on the bill from CK Electric is different than the invoice, but can be paid.

Commissioner Casucci made a motion to approve the minutes. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Treasurer's Report

1. Bank statements, account reconciliations and check images for April 2021 and the listing of transactions approved and paid in April 2021 were given to Commissioner Bowman for verification.
2. Bank statements, account reconciliations and check images for March 2021 were returned to the Treasurer.
3. Commissioner Pettis made a motion for a budget modification to add the reserve expenditure for \$75,000. Commissioner Keeler seconded the motion. The motion was carried unanimously.

Commissioner Casucci made a motion to accept the Treasurer's report. Commissioner Keeler seconded the motion. The motion was carried unanimously.

Chief's Report

1. Commissioner Pettis made a motion for the following:
 - a. Captain Stadel to attend live fire training May 22nd at Charlton.
 - b. Captain VanCleaf to attend live fire training June 5th at Clifton Park.
 - c. Rachael Douglas to attend Firefighter II May 27th through June 30th at Vischer Ferry.Commissioner Casucci seconded the motion. The motion was carried unanimously.
2. Commissioner Casucci made a motion to purchase the following:
 - a. Three (3) Epi Kits from xxxxx @ \$66 each for a total of \$198.
 - b. Six (6) training kits for the epi-pens from xxxxx @ \$25.50 each for a total of \$153.
 - c. Two (2) Narcan nasal spray 2-pack from xxxxx @ \$120 each for a total of \$240.
 - d. Twelve (12) Quik clot dressings from xxxxx @ \$47.18 each for a total of \$566.16.
 - e. Six (6) bottles of chewable aspirin tablets from xxxxx @ \$1.75 each for a total of \$10.50.Commissioner Pettis seconded the motion. The motion was carried unanimously.
3. Commissioner Casucci made a motion to approve the following:
 - a. R-631 and ETA-621 to Colonie training tower on June 9th.
 - b. ETA-625, ETA-621 and R-631 to Colonie training tower on June 16thCommissioner Keeler seconded the motion. The motion was carried unanimously.
4. Commissioner Pettis made a motion to approve the use of Vischer Ferry fire station #1 and 2 for Firefighter II class starting May 27th through June 30th. Commissioner Casucci seconded the motion. The motion was carried unanimously.

Administrator's Report

1. Letters will be sent to Stephen, AJ and Alex Rodriguez for not completing the sexual harassment course or physicals.
2. The Administrator will use a spare hard drive for the laptop.
3. The issue with the Apple TV has been fixed.
4. There was much discussion on the phone system. Commissioner Casucci made a motion to switch our Phase 1 internal phone system to Spectrum option #1 for \$896.66 upfront and \$80 per hour for any maintenance/trouble shooting. Also included in the motion, Phase 2 Spectrum option #2 for \$0 up front, \$159.99 per month and up to 8 calls/lines includes fax line. Commissioner Pettis seconded the motion. The motion was carried unanimously.
5. Upgrade Microsoft Office on the Administrator's computer for GSA pricing or \$439.99 retail.

Administrative Assistant

1. The generator at Station #1 has a sensor that is not working properly.
2. The Red Cross will be having a blood drive on June 22nd and August 17th.
3. Jay Honsaker will be purchasing a Kobalt 40 watt 24" hedge trimmer with a battery and charger from Lowes for \$159.
4. The kayak kiosk by the boat launch will be moved.
5. The complete report is attached to the minutes.

New Business

1. Received election flyers for candidates for 2nd Vice President of AFDSNY.
2. Received from UBS:
 - a. Client account for April 2021
 - b. Transaction confirmations
3. Received a Letter of credit from TD Bank
4. Received a Thank you letter from the Shenendehowa Cheerleading Club.
5. Received a notice from Bank of Greene County regarding our banking needs.

Miscellaneous

1. Received documents regarding a cancer diagnosis for a firefighter.
2. Received information from Attorney Hannigan regarding regulating marijuana use in the volunteer fire service. Commissioner Pettis made a motion to incorporate the information into our Drug and Alcohol Abuse Policy. Commissioner Casucci seconded the motion. The motion was carried unanimously.
3. Commissioner Casucci made a motion to discontinue the five (5) Covid points, which will end on May 19th. Commissioner Pettis seconded the motion. The motion was carried unanimously.

4. After discussion, Commissioner Pettis made a motion to purchase tools for the new ER from Curtis Lumber for \$3,030. Commissioner Keeler seconded the motion. The motion was carried unanimously.
 5. Commissioner Pettis made a motion to purchase the following:
 - a. Power Hawk Technologies, Inc.

1. Auto -Crib Set	\$1,034
2. Auto-Crib Set	\$1,268
3. Discount	<u>- 100</u>
	\$2,202
 - b. Lowes

1. Little giant Ladder	\$367.99
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 - c. Curtis Lumber

1. Two (2) Carbide blades @ \$40.99 ea.	\$81.98
2. Two (2) Saw bushings @ \$6.99 ea.	<u>13.98</u>
	\$95.96
- Total for tools \$2,665.95
6. Jay Honsaker will be unable to fulfill the lawn contract. Ouellette Lawn Care and Handyman Services will be doing the lawn for \$3,600.
 7. Commissioner Casucci reported on information he looked into at the AFDSNY meeting he recently attended.
 8. The stove committee is still researching stoves.
 9. Dival is now selling hose.
 10. The current guidelines for masks have not changed. The Chief will send an e-mail informing the Company.

Adjournment

Commissioner Casucci made a motion to adjourn. Commissioner Keeler seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:10 pm. The next meeting will be Monday, June 14, 2021 at 7:30 pm on the Commissioners' room at Station #2.

Respectfully submitted by,

Karan Donohue, Secretary
Board of Fire Commissioners
Vischer Ferry Fire District

Kevin Bowman, Chairman
Board of Fire Commissioners
Vischer Ferry Fire District