

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on July 8, 2024.

The monthly meeting convened at 7:30 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Marty Schanz, Commissioner Andrew Casucci, Commissioner Grant Keeler, Commissioner Dave Pettis, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Tim Brousseau, Administrative Assistant Lisa Castaldo, Chief Tim Kimball, 1st Chief Allen VanCleaf, 2nd Assistant Chief Mike Stanley, Phil Brousseau, President of Vischer Ferry Fire Company, George Donohue, and Jim Baisley.

Mr. Baisley was concerned about why Station #3 was not open and how could we protect that section of our district. Commissioner Bowman explained to him that there were construction delays and that most recently the floors had to be redone. He reassured Mr. Baisley that the district was always covered and that Station #3 was now open with apparatus in the station.

Bills

1. A listing of transactions numbered 16988 through 17036, totaling \$146,934.02, along with an additional voucher from Tholin Trucking for \$1,250, was presented to the Board for approval.

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

Old Business

Commissioner Schanz made a motion to approve the minutes, with corrections. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Treasurer's Report

1. Bank statements, account reconciliations, and check images for June 2024, and the listing of transactions approved and paid in June 2024 were given to Commissioner Casucci for verification.
2. Bank statements, account reconciliations, and check images for May 2024 were returned to the Treasurer.

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

Chief's Report

1. Commissioner Schanz made a motion to purchase the following:
 - a. Bailout Train the Trainer through Capital Technical Rescue and Safety for up to 6 students for \$2,900
 - b. Twenty (20) pairs of extrication gloves from Strategic Safety Dynamics @ \$52.25 each for a total of \$1,045
 - c. Two (2) sets of collapsible traffic cones from Safety Warehouse @ \$266.95 each for a total of \$533.90
 - d. One (1) scanner from Amazon for \$399Commissioner Casucci seconded the motion. The motion was carried unanimously.
2. Commissioner Schanz made a motion for ETA-621 to go to the Saratoga County fair to man the booth with a crew on July 27th from 3-7 pm. Commissioner Pettis seconded the motion. The motion was carried unanimously.
3. There was discussion on the radios. Each Chief will receive a radio and one in each officer's seat. We will return the bank charger for additional individual chargers. Payment to Motorola will be withheld pending a revised notice.

Administrator's Report

1. Our current fobs for Station #1 and #2 are reaching end of life and it may be difficult to obtain parts or technicians knowledgeable to fix them. Tim will research prices for new fobs.
2. Commissioner Bowman made a motion to purchase a new router from Netgate for approximately \$1,000 and a cloud key from Amazon for \$210. Commissioner Schanz seconded the motion. The motion was carried unanimously.
3. Station #3 doors are tied into the pager system.
4. Mike McEvoy will need a fob to work on CME certification paperwork.
5. Tim reminded all to be careful opening links in e-mails.
6. We are waiting for information on how to open the doors at Station #3 from the Internet.

Administrative Assistant's Report

1. We are waiting for grants to come out to look into a new sign at Station #2.

New Business

1. Received a receipt for the signed contract for DeISignore.
2. Received a copy of a letter to David Knox, Colonie Mechanical Contractors, Inc., for the acceptance of his bid for heating and cooling at Stations #1 and #2.
3. Received a signed copy of the preventive maintenance contract for CMC, Inc.
4. Received the *Vischer Ferry Fire District Regulatory Basis Financial Report, year ended December 31, 2023, from Bryans & Gramuglia, CPAs.*
5. Received the client statement from UBS for June 2024.
6. Received a letter from Utica National Insurance Group for a return premium of \$60.
7. Received a return-to-work form for a member.
8. Received *Fire District Affairs* for June and July 2024.

Miscellaneous

1. Commissioner Casucci made a motion to have Pelham Contracting Services LLC, pressure wash and apply two (2) coats of paint to the container at Station #2 for \$2775. Commissioner Keeler seconded the motion. The motion was carried unanimously.
2. The small lightweight chains at Station #3 will be moved up closer to the ceiling.
3. We are waiting to hear from the insurance company for the floors.
4. We are waiting for paperwork on the floors from Shafer.
5. In the future we will change our building contracts to ask if the contractors have had any legal action against them.
6. The Planning Board will be meeting tomorrow night to discuss the development near Riverview Orchards.
7. Commissioner Schanz made a motion to purchase window treatments for Station #3 from Budget Blinds of Delmar for \$4,394, installed. Commissioner Pettis seconded the motion. The motion was carried unanimously.
8. Due to the rising costs and availability of components, apparatus will have to be spaced out over four (4) years.
9. There was discussion on the new OSHA rules
10. George Donohue discussed a new memorial monument at Station #1. Commissioner Schanz made a motion to allow the Vischer Ferry Volunteer Fire Company to erect a memorial monument next to the flagpole near the main entrance to Station #1 and on District property. The District would be responsible for electrical and landscaping. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Adjournment

Commissioner Casucci made a motion to adjourn. Commissioner Pettis seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:35 pm. The next meeting will be Monday, August 12, 2024, at 7:30 pm in the Commissioner's 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