

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, August 10, 2020.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District convened at 7:30 pm on Monday, August 10, 2020, in the Commissioners room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Martin Schanz, Commissioner Andrew Casucci, Commissioner Duane Lindsey, Commissioner David Pettis, Treasurer Carl Visconti, Secretary Karan Donohue, Administrative Assistant Lisa Castaldo, Chief Ken Bowman, Assistant Chiefs Patrick Canale and Tim Kimball, Tim Brousseau, Ralph Lemme – UBS and Ed Holohan – Penflex, Inc. Administrator Sarah deForest was absent.

Bid Opening

1. Pierce - not bidding because they cannot meet our spec.
2. Premier Fire Apparatus – E-One \$989,772
3. Shakerley Fire Apparatus – Toyne 926,995

Ralph Lemme discussed the following:

1. Our assets were transferred from Morgan Stanley to UBS on January 23,2020.
2. The first check was sent out on February 3, 2020.
3. UBS asked Penflex, Inc. to conduct an audit in June.
4. They still do not have any numbers from Penflex.

Ed Holohan discussed the following:

1. Ed explained that we have not received the end of year summaries yet because their landlord will not let anyone into the building. Hopefully, they will be allowed into the building within the next two weeks.
2. The bump-ups will be coming in the next few weeks.

3. Penflex sent UBS a directive to pay members. UBS needed verbal confirmation. UBS was unable to talk to anyone directly.

Commissioner Bowman directed Mr. Holohan to have the summaries to us within the week.

Bills

1. A listing of transactions numbered 14125 through 14169, totaling \$16,204.17, was presented to the Board.

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

Old Business

1. The boat trailer markers are here.
2. We will receive the grant check for the boat launch on August 17th.

Commissioner Schanz 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 July 2020 and the listing of transactions approved and paid in July 2020 were given to Commissioner Casucci for verification.
2. Bank statements, account reconciliations and check images for June 2020 were returned to the Treasurer.
3. The tax cap for 2021 is \$1,000,000. The levy is increased by about 4%.

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

Chief's Report

1. Commissioner Lindsey made a motion to approve Tyler Clark for membership into the Vischer Ferry Fire Company. Commissioner Schanz seconded the motion. The motion was carried unanimously.
2. Commissioner Schanz made a motion to approve Mark Hines and Jay Honsinger to take the IFO/BEFO online course September through December @ \$40 each for a total of \$80. Commissioner Lindsey seconded the motion. The motion was carried unanimously.
3. Commissioner Schanz made a motion to purchase three (3) SEEK Thermal Imaging cameras from MES @ \$ 499.99 each for a total of \$1,500. Commissioner Pettis seconded the motion. The motion was carried unanimously.

4. Commissioner Lindsey made a motion to approve one ETA to support an IFO class at the training center on October 19th.

Administrator's Report

No report

Administrator's Assistant Report

1. The Red Cross blood drive will be September 3, 2020.
2. Commissioner Schanz made a motion to purchase a fireproof safe from Amazon for \$1,337. Commissioner Pettis seconded the motion. The motion was carried unanimously.
3. The remainder of the report is attached to the minutes.

New Business

1. Received from UBS:
 - a. Client statement for July 2020
 - b. Transactions confirmations
2. Letter of credit from TD Bank
3. Received the affidavit for the legal notice for bidding the new truck.
4. Received a policy amendment from Utica National for the rubber raft and the UTV.
5. Received a notice for a Worker Comp audit that both the Vischer Ferry Fire Department and the Vischer Ferry Fire Company have the same tax ID number. There is no such entity as the Vischer Ferry Fire Department.

Miscellaneous

1. The paperwork for ETA-622 was sent to Fire Tech. It will be listed for \$70,000 and only hard suction, porta-tank and deck gun go with it.
2. The TVs will be mounted on Wednesday night.
3. There are 6 pails of foam in the inventory. We will research different vendors.
4. Commissioner Pettis will contact landscapers to complete the parking lot at Station #1.
5. We will look into sectioning the parking lot at Station #2 for sealing and/or repaving.
6. The fascia at Station #3 will be repaired by Consolidated Construction.

Recess

Commissioner Casucci made a motion to recess until Monday, August 24 at 7:00 in the Commissioners' room at Station #2. Commissioner Pettis seconded the motion. The motion was carried unanimously. The meeting was recessed at 9:00.

Reconvene

The August 10, 2020 meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District reconvened on August 24, 2020 at 7:00 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Bowman, Commissioner Schanz, Commissioner Casucci, Commissioner Lindsey, Commissioner Pettis, Treasurer Visconti, Secretary Donohue, Administrative Assistant Lisa Castaldo and Chief Bowman.

1. Holy Shed, a company from Oregon, has expressed an interest in ETA-622 and will be coming for an inspection.
2. There was discussion on the truck specs. Attorney Hannigan expressed his thoughts and concerns. Commissioner Schanz will meet with the truck committee for discussion on these concerns and then discuss them with E-one and Toyne. We will speak with Fire and Marine as soon as a vendor is chosen and a list of equipment has been compiled. They will then set a price for the cabinets. The bid will be awarded at the September 14th meeting.
3. Received a check (#687642), for \$50,200, from the Dormitory Authority State of New York for the boat launch.

Budget Workshop

Treasurer Visconti handed out a 2021 appropriations worksheet – operations for discussion. A copy of the results is attached.

Executive Session

Commissioner Schanz made a motion to go into Executive Session to discuss collective negotiations pursuant to article fourteen of the civil service law. Commissioner Casucci seconded the motion. The motion was carried unanimously.

Commissioner Lindsey made a motion to come out of Executive Session. Commissioner Pettis seconded the motion. The motion was carried unanimously.

1. Commissioner Lindsey made a motion to accept Ralph Lemme's – UBS - recommendation. Commissioner Pettis seconded the motion. The motion was carried unanimously.
2. Received two quotes for the kitchen fire suppression system and replacing one condemned fire extinguisher:

a. Sanders Fire & Safety	\$2,466
b. Tri-County Fire Extinguishers	1,239

Commissioner Schanz made a motion to hire Tri-County Fire Extinguishers for \$1,239 for replacing the kitchen fire suppression system and the condemned 20# ABC extinguisher at Station #1. Commissioner Casucci seconded the motion. The motion was carried unanimously.

3. Received two quotes for foam:

- a. Har Rob \$119
- b. Jerome 75

Commissioner Schanz made a motion to purchase twenty (20) 5-gallon pails of foam from Jerome for \$75 each for a total of \$1,500. Commissioner Pettis seconded the motion. The motion was carried unanimously. The Administrative Assistant will check into shipping costs.

Recess

Commissioner Casucci made a motion to recess until Monday, August 31, 2020 at 7:30 pm in the Commissioners' room at Station #2. Commissioner Lindsey seconded the motion. The motion was carried unanimously. The meeting was recessed at 9:40 pm.

Reconvene

The August 10,2020 meeting of the Board of Fire Commissioners was reconvened on Monday August 31, 2020 at 7:30 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Bowman, Commissioner Schanz, Commissioner Casucci, Commissioner Lindsey, Commissioner Pettis, Treasurer Carl Visconti, Secretary Karan Donohue, Administrative Assistant Lisa Castaldo and Mark Burroughs.

1. There was a discussion on the firefighters' room. The room will stay closed for the time being.
2. There was discussion on the truck bid. The committee recommended Toyne for \$926,925.00. Commissioner Lindsey made a motion to accept the bid from Toyne (VRS – Shakerley) to build the new truck for \$926,995, pending Attorney Hannigan's final recommendations. Commissioner Casucci seconded the motion. The motion was carried unanimously.
3. ETA-622 is still in service until we hear from Fire Tec that someone is interested in it.
4. Butler, Rowland, Mays has entered into a contract with a site engineering firm for Station #3. Attorney Hannigan will start the bonding process.
5. The light tower on ETA-625 has been repaired. Water was getting into the controllers
6. The ladder rack on ETA-625 has been repaired.
7. The Administrative Assistant will set up a time for Tri-County to inspect the stove at Station #1.
8. Davies Landscaping will be doing the finish work around the parking lot at Station #1 for \$1450.
9. The docks at the boat launch will be taken in at the end of October.

Adjournment

Commissioner Schanz made a motion to adjourn. Commissioner Pettis seconded the motion. The motion was carried unanimously. The meeting was adjourned at 8:15 pm. The next meeting will be Monday, September 14, 2020 at 7:30 pm in 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