

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, September 14, 2020.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District convened at 7:30 pm on Monday, September 14, 2020, in the Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Marty Schanz, Commissioner Duane Lindsey, Commissioner Dave Pettis, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Sarah deForest, Administrator Assistant Lisa Castaldo, Chief Ken Bowman, Assistant Chief Tim Kimball, Tim Brousseau, Grant Keeler, Phil Brousseau, Charles "Skip" Smith and Craig Relyea – Firefly Admin, Inc. Commissioner Andrew Casucci was absent.

Craig Relyea, from Firefly Admin, Inc. gave a presentation about his company, with regards to the LOSAP program. Discussion followed.

Mr. Relyea left at 8:15.

Bills

1. A listing of transactions numbered 14171 through 14220, totaling \$16,376.41, 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

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 August 2020 and the listing of transactions approved and paid in August 2020 were given to Commissioner Bowman for verification.
2. Bank statements, account reconciliations and check images for July 2020 were returned to the Treasurer.
3. Treasurer Visconti presented the Proposed Budget for 2021 as developed in the August budget workshop. Commissioner Schanz made a motion to adopt the Proposed Budget for 2020. Commissioner Lindsey seconded the motion. The motion was carried unanimously.

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

Chief's Report

1. Commissioner Pettis made a motion to purchase the following:
 - a. Three (3) textbooks for Firefighter 1 class @ \$96 each for a total of \$288.
 - b. Six (6) sets of gear @ \$2,888.50 each and six (6) helmets @ \$242 each from Garrison Fire & Rescue Corp. Total cost of \$18,783 is based on NYS contract PC 67935 as specified in Garrison quote #23232 dated 09-09-20.Commissioner Schanz seconded the motion. The motion was carried unanimously.
2. Commissioner Pettis made a motion to approve the following:
 - a. M-624 to the training tower for a FF1 class on October 5th.
 - b. ETA-625 for FF1 support at the training tower on October 5th, 19th, and November 12th.Commissioner Schanz seconded the motion. The motion was carried unanimously.

Administrator's Report

1. Members are still working on on-line courses.
2. The Company is looking to hold a BBQ fundraiser on Tuesday, October 13, 2020 at Station #2. Commissioner Schanz made a motion to approve the fundraiser on October 13, 2020. Commissioner Pettis seconded the motion. The motion was carried unanimously.
3. The Inspection dinner will be Thursday, November 19, 2020 at the Bears restaurant.

Administrative Assistant

1. The hall will remain closed until at least the first of the year at the earliest or until we are allowed to use it again.
2. The docks at the boat launch will be pulled this month.
3. The remainder of the Administrative Assistant's report is attached to the minutes.

New Business

1. Received the following from UBS:
 - a. Client statement for August 2020.
 - b. Confirmations

Miscellaneous

1. Skip Smith presented a proposal for opening up the firefighters' room. Commissioner Schanz made a motion to open the firefighters' room and members will abide by rules. Any infractions and the room will be closed. Commissioner Pettis seconded the motion. The motion was carried unanimously.
2. There has been an inquiry from Oregon concerning ETA-622. The fires have been consuming the apparatus in California, Oregon and Washington.
3. We will be going out to bid for a new heating system at Station #2.
4. There have been no communications concerning the grant for the extrication tools.
5. There was discussion on the phone lines. Some are unusable.
6. There will be a meeting with Toyne on Monday, September 21st.

Executive Session

Commissioner Schanz made a motion to go into Executive Session for the purpose of discussing the medical, financial, credit or employment history of a particular person or matter leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. Commissioner Pettis seconded the motion. The motion was carried unanimously.

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

Adjournment

Commissioner Pettis made a motion to adjourn. Commissioner Lindsey seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:45 pm. The next meeting will be Monday, October 12, 2020 at 7:30 pm in the Commissioners' room at Station #2.

(September 14, 2020 continued)

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