

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, October 9, 2023. 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, Assistant Administrator Lisa Castaldo, Chief Patrick Canale, Assistant Chiefs Tim Kimball and Allen Van Cleef, President Phil Brousseau and Nick Waer.

Bids

1. Madison Turf \$15,000
2. Madison Turf 15,000 with added on equipment
3. Bowman Enterprises, Inc. 20,000

Commissioner Casucci made a motion to table the awarding of the bid until October 17 for clarifications on a bid. Commissioner Schanz seconded the motion. The motion was carried unanimously.

Nick Waer – Mr. Waer is a resident of the district and a retired architect. He had questions about Station #3.

1. There is no CO for the station yet.
2. There are some items on the punch list that have not been done. All concern BPI.
 - a. No documentation has been received for mechanical to give to the Town.
 - b. Some pipes need to be wrapped
 - c. The utility sink has not been installed
3. We may call in the performance bond
4. The architect should be at the meeting with BPI
5. We could write a seven-day letter to the bonding company
6. Mr. Waer is willing to help solve the problem
7. We will not pay the plumbing or the mechanical

Bills

1. A list of transactions numbered 16379 through 16428, totaling \$131,041.58, was submitted to the Board for approval.

Commissioner Pettis 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. Commissioner Casucci seconded the motion. The motion was carried unanimously.

Treasurer's Report

1. Bank statements, account reconciliations and check images for September 2023 and the listing of transactions approved and paid in September 2023 were sent to Commissioner Casucci for verification.
2. Bank statements, account reconciliations and check images for August 2023 were returned to the Treasurer.
3. Received a check from a trust company for a \$500 charitable contribution to the Vischer Ferry Fire Company. This was given to President Brousseau.
4. A new RFP for audit services is available. A notice will be placed in the paper.

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

Chief's Report

1. Commissioner Pettis made a motion to approve Ethan Escobedo and Boxter Yauchler as members of the Vischer Ferry Fire Company. Commissioner Casucci seconded the motion. The motion was carried unanimously.
2. Commissioner Casucci made a motion to approve the following apparatus:
 - a. ER-631, M-624, M-635, ETA-621 on October 11th to Lake Auto for an extrication drill.
 - b. ETA- for fire prevention poster winners in October.
 - c. ER-631 was used at the County training center on October 7th due to an extreme need of the class.
 - d. The issue with ER-631 engaging in pump gear has been resolved.
 - e. M-624 and M-635, with 8 members, responded to the County Mutual Aid request for manpower for the search for a missing child in Corinth.

Administrator’s Report

1. Commissioner Casucci made a motion to declare the eleven (11) iPads surplus. There will be a \$25 reserve. Commissioner Keeler seconded the motion. The motion was carried unanimously.
2. Commissioner Schanz made a motion to purchase the following from FirePenny:
 - a. 5” Storz to 2.5” gated Wye (for Station #3) \$603.00
 - b. 4.5” NH to 5” Stortz adapter 239.40
 - c. 5” Stortz cap 129.93

\$972.33

Commissioner Pettis seconded the motion. The motion was carried unanimously. Commissioner Casucci made a motion to allow the hall to be rented for a vow renewal ceremony on March 2, 2024. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Administrator Assistant’s Report

1. Received three (3) quotes for water softeners for Station #3:
 - d. H2O Solutions \$4,330
 - e. Grasshopper 7,800 plus \$3,100 for an additional tank
\$10,900
 - f. Quality Water Solutions 7,212Commissioner Schanz made a motion to hire H2O Solutions for \$4,333. Commissioner Casucci seconded the motion. The motion was carried unanimously.
2. A policy from Attorney Hannigan was presented to the Board for the cameras at Station #3. Commissioner Casucci made a motion to accept the Security Camera and Key Fob Data and Media Retention Policy. Commissioner Pettis seconded the motion. The motion was carried unanimously.

New Business

1. We will be writing a spec for the parking lot at Station #2 in January, to be bid on in February.
2. Received information from EnCon for a Volunteer Firefighter Assistant Grant.
3. Received the minutes of the September 6, 2023 meeting of the Vischer Ferry Volunteer Fire Company.
4. Received the 2024 Proposed Budget for the Vischer Ferry Fire District.
5. Received the back flow report for Station #3.
6. Received trades and transactions from UBS.

Miscellaneous

1. Station #3:
 - a. We will be having a meeting with Attorney Hannigan and the architect soon.

- b. The vase for the antenna for Station#3 will be installed on Wednesday, October 11th.
 - c. The electrician and mason will be coming on Wednesday, October 10th for the sign.
 - d. Motorola will be coming on Thursday, October 12, 2023
 - e. The flagpole light will be out while the electrician will be doing his work.
 - f. The electric dryers and gear lockers will be done Friday, October 13th.
 - g. The hydrant at Station #3 must be salted in the winter.
2. We haven't heard from EMTech for the HVAC at Station #1.
 3. The roof has been repaired at Station #1.
 4. There was a problem with ER-631 going into pump gear. This has been resolved. Operators must follow the steps correctly.
 5. F-633 will be going to VRS in November to have the pump rebuilt.
 6. The numbers will be changed on TA-626.
 7. The ballistic vests have not arrived yet.
 8. The drains at Station #1 need to be maintained.

Recess

Commissioner Casucci made a motion to recess until Tuesday, October 17 at 7:30 pm. Commissioner Pettis seconded the motion. The motion was carried unanimously. the meeting was recessed at 9:25 pm.

Reconvene

The October 9, 2023 meeting of the Board of Fire Commissioners reconvened at 7:30 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Bowman, Commissioner Casucci, Commissioner Keeler, Commissioner Pettis, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Tim Brousseau and Administrative Assistant Lisa Castaldo.

Budget Hearing

Commissioner Pettis made a motion to open the Budget Hearing. Commissioner Casucci seconded the motion. The motion was carried unanimously.

No members of the public were in attendance.

Treasurer Visconti presented the proposed 2024 budget.

Commissioner Pettis made a motion to close the Budget Hearing. Commissioner Keeler seconded the motion. The motion was carried unanimously.

Miscellaneous

1. The sign company has asked for payment at this time. Commissioner Pettis made a motion to sent half of the cost to them now, with rest when the sign is finished. Commissioner Keeler seconded the motion. The motion was carried unanimously.
2. There was discussion on the snow plow bid. Under advice from Attorney Hannigan, the bid from Madison Turf should not be considered due to non-compliance with the spec. Commissioner Pettis made a motion to hire Bowman Enterprises for \$20,000. Commissioner Casucci seconded the motion. The motion was carried. Commissioner Bowman abstained.
3. A lot of the older fobs do not work well at Station #3. Commissioner Casucci made a motion to purchase from Doyle three (3) boxes of fobs (150 each) @ \$150 each for a total of \$1,350 +/- . Commissioner Pettis seconded the motion. The motion was carried unanimously.
4. Commissioner Pettis moved and Commissioner Casucci seconded a resolution to approve the proposed 2024 budget. The Secretary called the roll:

Commissioner Bowman	yes	
Commissioner Schanz		absent
Commissioner Casucci	yes	
Commissioner Keeler	yes	
Commissioner Pettis	yes	

The resolution was adopted.

Adjournment

Commissioner Casucci made a motion to adjourn. Commissioner Keeler seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:15 pm. The next meeting will be Monday, November 13, 2023 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