

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, December 13, 2021.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District convened at 7:30 pm on Monday, December 13, 2021 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 Ken Bowman, Assistant Chief Tim Kimball and President Phil Brousseau.

There was a telephone conversation with Charlie Casadonte, Greenlight fiberoptic provider. Mr. Casadonte discussed the following:

1. A 4'x8' space in the firehouse is required.
2. Free internet would be provided to the firehouse.
3. The service would start July 1 or possibly sooner.
4. Internet would be provided at Station #2, but would have to be built at Station #1.
5. This is the first company in the Albany area to offer this service.
6. This would not affect the Spectrum phone system.
7. He will send additional information, which will be forwarded to Attorney Hannigan.

Bills

1. A listing of transactions numbered 14974 through 15032, totaling \$96,440.36, was presented to the Board for approval.

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

Old Business

Commissioner Schanz made a motion to approve the minutes. Commissioner Keeler seconded the motion. The motion was carried unanimously.

Treasurer's Report

1. Bank statements, account reconciliations and check images for November 2021 and the listing of transactions approved and paid in November 2021 were given to Commissioner Bowman for verification.
2. Bank statements, account reconciliations and check images for October 2021 were returned to the Treasurer.
3. Commissioner Schanz made a motion for the following modification to the 2021 General Fund budget:
Add an additional capital reserve appropriation in the amount of \$75,000 to upfit ER-631 with standardized compartments. Revenue to be provided by transferring \$75,000 from the Apparatus & Equipment Reserve portion of the "Restricted Fund Balance" to the 2021 "Appropriated Reserves".

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

Chief's Report

1. Commissioner Schanz made a motion to approve the following into membership of the Vischer Ferry Fire Company:
 - a. Benjamin Gazdik
 - b. Scott Kelley
 - c. Thomas Aitchison
 - d. Donald Andrews
 - e. Michael SticklemyerCommissioner Casucci seconded the motion. The motion was carried unanimously.
2. Commissioner Keeler made a motion to approve the following:
 - a. All members to attend Jonesville's Hazmat Ops drill at Clifton Commons on Wednesday, December 29Commissioner Pettis seconded the motion. The motion was carried unanimously.
3. Commissioner Keeler made a motion for the following apparatus to go to Clifton Commons on Wednesday, December 29th:
 - a. ETA-621, F-623 and M-624 to attend a drill at Clifton Commons on Wednesday, December 29.Commissioner Pettis seconded the motion. The motion was carried unanimously.
4. Commissioner Schanz made a motion for the following:
 - a. Purchase three (3) helmets from Garrison Fire Rescue for \$265 each for a total of \$795, plus shipping.

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

Administrator's Report

1. Discussed setting heating set points for the truck bays. The floors should be set depending on the weather. Station #1 doesn't have a backup unit.
2. Commissioner Pettis made a motion to purchase a document scanner (Fujitsu Scan Snap iX1600) from Amazon for \$400. Commissioner Keeler seconded the motion. The motion was carried unanimously.
3. Commissioner Schanz made a motion to renew the license for the Crash Recovery iPad app. Commissioner Pettis seconded the motion. The motion was carried unanimously.
4. Commissioner Schanz made a motion to have Jerome service the compressor for \$1013. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Administrative Assistant

1. The Red Cross will be having a blood drive on Thursday, February 24th.
2. We will top off all fluids on R-631 before it leaves.

New Business

1. Received the client statement for November 2021 from UBS.
2. Received a certificate of insurance for T&P Lawn and Landscape, Inc.
3. Received a letter from the AFDCA.
4. Received a nominating petition for Commissioner from Charles H. Smith, Jr. (11-23-21)
5. Received from the Gazette legal:
 - a. Annual election
 - b. Expend monies from Apparatus and Equipment Reserve Fund (twice)
6. Received the minutes of the November 3, 2021 meeting of the Vischer Ferry Volunteer Fire Company.
7. Received the letter of credit from TD Bank for dated November 3, 2021 and November 10, 2021.

Miscellaneous

1. Discussion on a resolution dated January 14, 1985. The resolution in question was written to remove any conflicts of interest between the Board of Fire Commissioners and the Vischer Ferry Volunteer Fire Company. However, to make sure that there can be no conflict of interest of any sort, the current Board has clarified the wording to include all officers – Commissioners, Firematic and Executive officers.

Commissioner Schanz moved and Commissioner Pettis seconded an amendment to a resolution written January 14, 1985 with regards to Commissioners, Firematic and Executive Officers.

The Board of Fire Commissioners hereby resolves that no Commissioner of the Vischer Ferry Fire District shall hold any Firematic position while serving as a Commissioner for the Vischer Ferry Fire District.

The Board of Fire Commissioners hereby also resolves that no Commissioner of the Vischer Ferry Fire District shall hold any Executive Officer position while serving as a Commissioner for the Vischer Ferry Fire District.

However, the Chief Officer may formally request a temporary waiver of this resolution in the event he/she considers there to be an insufficient number of other qualified firefighters available to be a Firematic Officer.

However, the President may formally request a temporary waiver of this resolution in the event he/she considers there to be an insufficient number of other qualified members available to be an Executive Officer.

These requests must be formal and with justification. This waiver, if approved by Board, would be valid for a maximum of 6 months during which time firefighters/members should be qualified. In the event of nonqualified firefighters/members at the end of 6 months, an extension may be requested.

The Secretary called the roll:

Commissioner Kevin Bowman	yes	
Commissioner Marty Schanz	yes	
Commissioner Andrew Casucci		abstained
Commissioner Grant Keeler	yes	
Commissioner Dave Pettis	yes	

The amendment was adopted.

2. The stove committee will meet after the New Year to remedy the situation.
3. The leak in the firefighters' room is affecting the lights. The lights will be replaced after the leak is repaired.
4. The ice/water rescue trailer will be delivered shortly. There was discussion on inside seating, generator, shelving, etc. We need a list of items for the UTV and rescue trailer
5. The bumper, seals and side step drain will be billed back to Toyne.
6. Several members asked for keys to access Station #1A. A spare key for 1A will be put in a spare Knox box mounted to the wall in the radio room in Station #1.

7. We need a list of items to be removed from R-631.
8. Discussion on Station #3:
 - a. Heat the sidewalk 4' in front of the bay doors.
 - b. Added conduit for TVs, speakers in the locker room chargers
 - c. Epoxy floor

Recess

Commissioner Pettis made a motion to recess until 7:30 pm Monday, December 27, 2021 in the Commissioners' room at Station #2. Commissioner Casucci seconded the motion. The motion was carried unanimously. The meeting was recessed at 10:00 pm.

Reconvene

The December 13, 2021 meeting of the Board of Fire Commissioners reconvened on Monday December 27, 2021 at 7:30 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Marty Schanz, Commissioner Grant Keeler, Commissioner Dave Pettis, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Tim Brousseau, Administrative Assistant Lisa Castaldo and Chief Ken Bowman. Commissioner Andrew Casucci was absent.

Bills

1. A listing of transactions numbered 15033 through 15052, totaling \$95,076.82, was presented to the Board.

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

Treasurer's Report

There was discussion on year-end items to close out 2021:

1. Commissioner Schanz made a motion to have VRS install an auto primer on ETA-621 for \$3,168.51. Commissioner Pettis seconded the motion. The motion was carried unanimously.
2. Commissioner Schanz made a motion to allocate \$33,000 of the 2021 Operations fund balance to the Insurance Reserve Fund as a 2022 contribution and allocate an additional \$9,000 contribution for 2021 into the Insurance Fund.
3. Commissioner Pettis made a motion to allocate up to \$10,000 to upfit the water/ice rescue trailer. Commissioner Keeler seconded the motion. The motion was carried unanimously.
4. Commissioner Keeler made a motion to allocate \$50,000 of the 2021 Operations fund balance to upfit ER-631 compartments. Commissioner Schanz seconded the motion. The motion was carried unanimously.

Stove

The committee will be addressing this after the first of the year.

Chief

1. Commissioner Schanz made a motion to purchase ten (10) 50 lb. bags of Speedy Dri from NAPA. Commissioner Pettis seconded the motion. The motion was carried unanimously.
2. Commissioner Pettis made a motion to approve Captain Andy Stadel and Assistant Chief Tim Kimball to attend Firefighter Instructor I and II at the Watervliet Arsenal January and February and to purchase textbooks, if necessary. Commissioner Schanz seconded the motion. The motion was carried unanimously.
3. Live burns will require a Firefighter Instructor.
4. Piotr Czajkowski has resigned. Matt Jerome has requested a change of status from Social to Active membership.
5. There was discussion on a new pickup truck. There is a piggyback offer at DeNooyer. They have a 3500, 1-ton, single axle, red in stock for \$43,451.50. There is also a 2500 coming in 30+/- days for \$41,976.75. Commissioner Schanz made a motion to buy the 3500, 1-ton, single axle, red, in stock for \$43,451.50, if it meets our specs. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Adjournment

Commissioner Pettis made a motion to adjourn. Commissioner Keeler seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:30 pm. The next meeting will be the Organization meeting on Monday, January 10, 2022 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

