

Vischer Ferry Fire District

Board of Fire Commissioners

ANDREW J. CASUCCI
DUANE R. LINDSEY
DAVID A. PETTIS
MARTIN M. SCHANZ

750 GROOMS ROAD
REXFORD, NEW YORK 12148

TEL: (518) 371-2167
FAX: (518) 371-2117



KEVIN K. BOWMAN
Chairman
CARL E. VISCONTI
District Treasurer
KARAN A. DONOHUE
District Secretary
SARAH L. DEFOREST
District Administrator

RE; Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, April 8, 2019.

The monthly meeting of The Board of Fire Commissioners of the Vischer Ferry Fire District was convened on Monday April 8, 2019 at 7:00 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Marty Schanz, Commissioner Andrew Casucci, Commissioner Duane Lindsey, Commissioner Dave Pettis, Chief Ken Bowman, Assistant Chief Tim Kimball, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Sarah deForest, Phil Brousseau, Jeanne Forkeutis – Morgan Stanley, and Ed Holohan and Adam Lynn – Penflex, Inc. Commissioner Kevin Bowman was absent.

Ed Holohan discussed the following:

1. Since 2016 a new actuarial valuation was used which changed the calculated contributions.
2. A new assessment tool, a mortality rift, is explained in Exhibit XI. This gives the Commissioners a better understanding of the risk assessment, maturity measures and sensitivity analysis.
3. The support ratio is defined as the ratio of entitled to active participants.
4. The only way to received points while a member is on leave:
 - a. Military leave – 5 points per month of leave, prorated, or 50 points per year of active duty, up to four years.
 - b. Injury leave – 5 points per month of leave
 - c. Received the 2018 form 1099s for the LOSAP recipients.

Jeanne discussed the following:

1. The weighted return percentage is 7.99% YTD.
2. The account value is \$2,072,998.78. Earnings have been \$652,968.73 since 12-31-11.

3. Mutual funds are at 6.30%, CDs 2.0% since inception.
4. We have 45% of the portfolio in equities.
5. Commissioner Pettis made a motion to invest current cash available (\$77,375.51) into the Preferred Savings @ 2.30% interest to cover payouts. Commissioner Casucci seconded the motion. The motion was carried unanimously
6. Commissioner Pettis made a motion to invest \$85,000 to cover liabilities as follows:
 - a. \$40,000 into Goldman Sachs Bank of New York CD
 - b. \$45,000 into TIAA FSB Jacksonville FL CD
 Commissioner Lindsey seconded the motion. The motion was carried unanimously.
7. Morgan Stanley has SEPIC insurance to cover any loss.
8. The next meeting with Jeanne will be Monday, October 14, 2019 at 7:00 pm.

Jeanne, Ed and Adam left at 7:50 pm.

Lawn mowing Bids

Two bids were received:

1. 3 EEEs Landscaping	St. #2	\$1,300
	St. #3	<u>1,170</u>
		\$2,470
		<u>- 98.80</u> discount
		\$2,371.20
2. Millington Property Services	St. #2	\$3,000
	St. #3	<u>5,000</u>
		\$8,000

Commissioner Lindsey made a motion to hire 3 EEEs Landscaping for \$2,371.80. Commissioner Casucci seconded to the motion. The motion was carried unanimously.

Bills

1. A listing of transactions numbered 13183 through 13234, totaling \$23,427.65, 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 Pettis 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 March 2019 and the listing of transactions approved and paid in March 2019 were given to Commissioner Bowman for verification.
2. Bank statements, account reconciliations and check images for February 2019 were returned to the Treasurer.
3. A new credit card was issued to Commissioner Lindsey. Ex-Chief Phil Brousseau's card was returned to The Treasurer. Secretary Donohue and Assistant Chief Kimball requested for credit cards.

Commissioner Casucci 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 Alex Johnson as an active member. Commissioner Casucci seconded the motion. The motion was carried unanimously.
2. Commissioner Lindsey made a motion to approve the following:
 - a. Phil Brousseau to attend The International Association of Arson Investigators spring seminar May 21-24th. The cost of seminar and lodging is \$378 plus meals and mileage. This is a budget item.
 - b. Trevor Bobrow, Charles Hatch, Dominic Scaringe and Brittany Keleman to attend Firefighter II starting April 9th at West Crescent and the use of M-624.
 - c. Ed Vargas to attend Fire Investigation for Line Officers starting April 9th at Esperance.
 - d. Andy Stadel to attend FAST training starting in June at Hoosic Valley.
 - e. All members to the training center on Wednesday, April 17th for a Mayday drill.

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

3. Commissioner Lindsey made a motion to purchase the following:
 - a. Six (6) packs of collapsible cones from Wallace Supply @ \$155.96 each for a total of \$935.76.
 - b. Twelve (12) safety officer vests from www.thesafetywarehouse.com @ \$21.13 each for a total of \$253.56 plus set up fee for \$30 and order cost for \$30. The total cost of the vests is \$313.56.
 - c. Three (3) gear organizer cabinets for the chiefs' cars from First Choice Vehicle Specialty, Inc. @ \$1749 each for \$5,247 plus three (3) SCBA brackets @ \$110 each for a total of \$330. The total cost of the cabinets is \$5,577. Two quotes were presented.

There was discussion on purchasing one (1) cabinet to see if these are acceptable. Commissioner Pettis seconded the original motion. The motion was carried unanimously.

4. Commissioner Casucci made a motion to approve the following:
 - a. The use of Station #2 on Saturday, April 27th for Recruit New York.
 - b. ETA-621, R-631, M-624 and F-623 to the training center on Monday, April 17th for a Mayday drill.
 - c. ETA-621, R-631, and F-623 to West Crescent for a ladder drill on Monday, April 22nd.

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

Administrator's Report

1. Hose test will be conducted on June 19th. The ladders were tested last year.

New Business

1. Hall rentals –

a. Holly Stadel	05/18/19	fee waived
b. Holly Stadel	04/12/19	fee waived
c. Rajiv Kunisetty	04/20/19	pd ck #33 \$350
d. Bruce Jerome	08/03/19	fee waived
2. Received from Morgan Stanley –
 - a. Client statement for March 2019
 - b. 1099 Consolidated tax statement for 2018
3. Received a government disclosure statement for 2018 from Amsure.
4. Received a notice from Windstream that the company maintaining our phones, Broadview, is filing for bankruptcy.
5. Received a letter from Lemire and Higgins, LLC informing us that they have been retained by Michael Stanley
6. Commissioner Lindsey made a motion to accept and approve the Leaves of Absence and Freedom of Information Law Request policies. Commissioner Casucci seconded the motion. The motion was carried unanimously.

Miscellaneous

1. We will contact Color Pro to see if they will guarantee the repair work for the 2017 Tahoe. Received a quote from The Sign Shop for \$723.60 for the repair work.
2. Discussion on the water pressure at Station #1.
3. A list needs to be made for all the items to be painted at Station #1.
4. There is a door problem at Station #2 again.
5. Commissioner Pettis made a motion to purchase six (6) Knucklehead LED flashlights from Streamlight @ \$143.64 each for a total of \$861.84. Commissioner Lindsey seconded the motion. The motion was carried unanimously.

6. Received a quote from MES to convert the current hand lights to LED - Six (6) lights with a conversion kit @ \$75 each for a total of \$450. Commissioner Pettis made a motion to purchase six (6) lights per the quote from MES for \$450. Commissioner Lindsey seconded the motion. The motion was carried unanimously.
7. There are two meetings scheduled with Pierce and E-One, respectively, for the new ER.
8. Commissioner Schanz will send a list of rescue equipment to Brian Vickers for his consideration for grants by May or June.
9. We have received all of the paperwork for the boat launch.
10. There was discussion on portable radios. Two companies make radios that will work where there is poor reception. A letter is being written to the Sheriff concerning poor communication. There are three radios in the budget.
11. We will be checking out SCBA compressors in the area.
12. The boiler for the Station #2 truck room is not working. The air conditioner at Station #2 is not programmed properly. The program has to be changed.

Recess

Commissioner Pettis made a motion to recess until Monday, April 22nd at 7:00 pm. Commissioner Casucci seconded the motion. The motion was carried unanimously. The meeting was recessed at 9:05.

Reconvene

The Monday, April 8, 2019 meeting of the Board of Fire Commissioners reconvened on Monday, April 22, 2019 at 7:00 pm 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 and Assistant Chiefs Patrick Canale and Tim Kimball. Commissioner Andrew Casucci was absent.

Landscaping

Because the agreed upon bid was not according to the specs, both vendors were asked to rebid.

- | | |
|--------------------------------------|---------|
| 1. 3 EEEs Landscaping | \$4,000 |
| 2. Millington Properties Landscaping | 6,000 |

Commissioner Schanz made a motion to hire Millington Properties Landscaping for \$6,000. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Compressor

Received three (3) quotes for air compressors –

1. MES (SCOTT compressor) \$67,000
2. Dival (SCOTT compressor) 78,000
3. Bauer 94,550
 - a. Bauer has one compressor left in stock
 - b. We will send our spec to Attorney Hannigan
 - c. See if Bauer will take our old compressor in trade
 - d. By next year, software will be available to read the chips on the bottles and log them in. The cost estimate would be \$4,000.

Surplus Items

Commissioner Lindsey made a motion to declare surplus (62) 4.5 bottles and (25) SCOTT air packs. Commissioner Pettis seconded the motion. The motion was carried unanimously. MES offered to buy some bottles and Waterford expressed interest. Commissioner Lindsey made a motion to sell thirty-nine (39) bottles to MES @ \$150 each for a total of \$5,850 and give sixteen (16) bottles to Waterford. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Undercoating

Ziebart is in the process of undercoating all the Tahoes.

Miscellaneous

1. ETA-626 went out for inspection and pump test and passed both.
2. R-631 passed inspection.
3. Hall rental - Alan VanCleaf xxxxx fee waived

Executive Session

Commissioner Schanz made a motion to enter into executive session for the purpose of discussing the employment history of a particular person pursuant to Public Officers' Law 105(1)(f). Commissioner Pettis seconded the motion. The motion was carried unanimously.

Commissioner Lindsey made a motion to close the executive session. Commissioner Schanz seconded the motion. The motion was carried unanimously. No action was taken during executive session.

Adjournment

Commissioner Schanz made a motion to adjourn. Commissioner Pettis seconded the motion. The motion was carried unanimously. The meeting was adjourned at xxxxx. The

next meeting will be Monday, May 13, 2019 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