

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, April 11, 2022.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District convened 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, Chief Ken Bowman, Assistant Chief Tim Kimball, President Phil Brousseau and Captain Andy Stadel. Commissioner Andrew Casucci was absent.

Lawn Bids

Two bids for Station #2 were received:

- | | |
|--------------------------------------|---------|
| 1. First Due Lawn Care | \$3,400 |
| 2. Pajak's Lawn & Landscape Services | 4,950 |

Commissioner Schanz made a motion to hire First Due Lawn Care for \$3,400. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Bills

1. A listing of transactions, numbered 15277 through 15333, totaling \$396,081.23, was presented 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 Keeler made a motion to approve the minutes of the March 14, 2022 meeting. Commissioner Schanz seconded the motion. The motion was carried unanimously.

Treasurer's Report

1. Bank statements, account reconciliations and check images for March 2022 and the listing of transactions approved and paid in March were given to Commissioner Bowman for verification.
2. Bank statements, account reconciliations and check images for February 2022 were returned to the Treasurer.
3. Bryans and Gramuglia, CPAs will be here Tuesday, April 12, 2022 for the annual audit.

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

Chief's Report

1. Commissioner Schanz made a motion for the following to attend Advanced Vehicle Extrication on June 17th at the Chiefs' show:
 - a. Matt Jerome
 - b. Peter Kudrewicz
 - c. Kevin Kruger
 - d. Trevor Bobrow
 - e. Dominic Scaringe
 - f. Brittany Keleman
 - g. Alex Plastini

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

2. Any member wishing to attend any out of county training will be required to have attended a specific number of VFFC drills as determined by the Chief.
3. Commissioner Pettis made a motion to purchase the following:
 - a. One (1) CAFs water can from ECO Product system for \$616.48.
 - b. Rent a mini excavator from Casale Rental to dredge the boat launch.
 - c. Five (5) sets of turnout gear from Garrison Fire Equipment for \$17,430. The State Contract number is PC67935.

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

4. Internet prices for water rescue equipment (a 2022 budget item) were obtained from three vendors: *Rescue Source*, *Rescue Direct* and *Rock-N-Rescue*. The lowest overall cost was from *Rescue Source* as follows:

a. Six (6) dry suits @ \$949.95 each for a total of	\$5,699.70
b. Six (6) PFDs @ \$229.95 each for a total of	1,379.70
c. Six (6) rescue knives @ \$29.92 for a total of	179.70
d. Six (6) rescue helmets @ \$52.95 for a total of	317.70

- e. Eighteen (18) boots @ \$136.83 per set for a total of 1,231.50
Total cost \$8808.03

Commissioner Schanz made a motion to purchase the package from *Rescue Source*. Commissioner Keeler seconded the motion. The motion was carried unanimously.

5. Commissioner Pettis made a motion to approve ER-631, with a crew, to attend a funeral detail in Jonesville on May 14th. Commissioner Schanz seconded the motion. The motion was carried unanimously.
6. There will be a wet down for ER-631 on May 21st at Station #2.

Administrator's Report

1. Commissioner Schanz will inquire about a locking bar for the dumpster at Station #1.
2. We will purchase a corkboard for Station #2.
3. Meter calibration was tabled to obtain further information.

Administrative Assistant's Report

1. The hose bed cover on TA-626 will be measured after pump test.
2. Reimbursement for meal expenses for the Chiefs' show will be made at the current per-diem rates: \$64 for each full day and \$48 for travel days.
3. The District Office summer hours will be Monday through Thursday, 9-2, beginning May 27th.

New Business

1. Received the minutes of the March 2, 2022 meeting of the Vischer Ferry Volunteer Fire Company.
2. Received from UBS:
 - a. Client statement for March 2022
 - b. Trade confirmations
 - c. Transaction for William Watson
3. Received a proposal from CME Associates, Inc. for the inspection and testing services required during Station #3 construction. The cost has been estimated at \$20,788. Commissioner Schanz made a motion to approve the agreement with CME Associates, Inc. Commissioner Pettis seconded the motion. The motion was carried unanimously. The contract was signed by Commissioner Bowman and will be returned to CME Associates, Inc.
4. Received the Builder's Risk policy from Central Insurance for \$6,627.
5. Received the amended insurance policy for flood insurance from Avid Insurance.

Miscellaneous

1. National Grid did not disconnect the gas line to Station #3. It was only shut off at the meter. The estimated cost to cut and cap the line was billed at \$1,500. Payment was sent to National Grid electronically to expedite the scheduling process.
2. Commissioner Bowman will be meeting with all contractors tomorrow morning to sign the contracts for Station 3.
3. Commissioner Bowman will sign the title and accept the balance of \$12,911 for the old M-624 tomorrow when the truck is picked up.
4. The electrician did the electrical hookups for the washer and dryer at Station #2. We might have to do filters on the water. The filter element is hooked up backwards.
5. Commissioner Keeler discussed topics that were discussed at the Emergency Services Advisory Board meeting:
 - a. Several properties with gates are too close to the road for apparatus to pull into the driveway
 - b. A way is needed to open the gates if there is no one on premises – siren, lock box, etc.
 - c. Commissioner Casucci is the alternate representative.
6. Commissioner Schanz is writing a spec for the new washer for Station #3.
7. Attorney Hannigan received a new contract from Greenlight. Commissioner Bowman will discuss this with him.
8. There is a kit available to change the receiver's size on the boat trailer.
9. The apparatus will be pump tested beginning tomorrow. TA-626 will be kept longer due to measuring the hose bed cover.
10. There was discussion on the land swap with the Vischer Ferry Fire Company. A committee was formed to work on this. The committee is Commissioner Schanz, Commissioner Pettis, George Donohue, Amy Price and John George.
11. The windows for Station #3 will be ordered soon and we need a place to store them.
12. The boat launch needs to be dredged.
13. It was reported that there is currently no AC in the President's office, Chief's office and the workroom at Station #1. EMTech was authorized to replace the existing AC systems in September 2021 at a cost of \$12,841. To date, they have not completed the installations as proposed and the cost has now been re-quoted at \$15,475. Commissioner Schanz made a motion to obtain new quotes for replacement of the three (3) mini-split AC systems at Station #1 and for preliminary approval of up to \$16,000. 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 9:05 pm. The next meeting will be Monday, May 9, 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