

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, February 14, 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 Andrew Casucci, Commissioner Grant Keeler, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Tim Brousseau, Administrative Assistant Lisa Castaldo, Chief Ken Bowman, Assistant Chiefs Patrick Canale and Tim Kimball, President Phil Brousseau and Roger Saddlemire – Avid Insurance.

Mr. Saddlemire discussed the following:

1. The amount of insurance coverage for Stations #1 & 3 needs to be increased to \$4,600,000 and \$4,300,000, respectively.
2. There is coverage for cyber incidents.
3. Builders' Risk for Station #3 would be \$7-8500.
4. Station # 3 will be torn down beginning April 1.
5. Any bonding over \$500,000 needs 5 signatures.
6. ER-631 is covered if it goes to trade shows. The tools and equipment are covered up to \$250,000.
7. If the trailer is towed by any vehicle other than one owned by the fire district, it will be covered only to the amount of the private vehicle.

Mr. Saddlemire left at 8:00 pm.

Bills

1. A listing of transactions numbered 15106 through 15196, totaling \$991,828.28, was presented to the Board for approval. Check #15174, written to EMTech for \$3,069.20, was not approved.

Commissioner Schanz made a motion to pay the bills, with the exception of item #15174, totaling \$3,069.28, Commissioner Keeler seconded the motion. The motion was carried unanimously.

Old Business

1. The solar panels cannot be removed from the roof at Station #2 at this time. The opening to the building will be capped.

Commissioner Keeler 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 January 2022 and the listing of transactions approved and paid in January 2022 were given to Commissioner Casucci for verification.
2. Bank statements, account reconciliations and check images for December 2021 were returned to the Treasurer.
3. Commissioner Schanz made a motion for the following budget modification: Add a 2022 budget appropriation for "Expenditure – Reserves" in the amount of \$6,250 to allow a benefit payment from the Insurance Reserve Fund. Revenue to be provided by a transfer of \$6,250 from the "Insurance Reserve" fund balance account (A683) to the "Appropriated Reserves" revenue account. (A511) Commissioner Casucci seconded the motion. The motion was carried unanimously.
4. The Treasurer handed out the Annual Treasurer's Report for the year ending 12-31-21.

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

Chief's Report

1. Commissioner Schanz made a motion to approve James Laing of 1 Woodside Dr., Clifton Park, into membership in the Vischer Ferry Fire Company. Commissioner Keeler seconded the motion. The motion was carried unanimously.
2. Commissioner Schanz made a motion to approve the following:
 - a. Modern Welding School to do a training drill using our torches. The cost is \$500 with a date in March to be determined.
 - b. Have Life Net do a presentation with a date in March to be determined. Rexford will be invited to this presentation.
 - c. A drill at the Colonie fire training center with a date in March to be determined.Commissioner Keeler seconded the motion. The motion was carried unanimously.
3. Commissioner Schanz made a motion to purchase the following:
 - a. Heavy duty clothes hangers for \$25 from Amazon.
 - b. Three (3) pairs of 2XL fire gloves from Strategic Safety Dynamics @ \$82 each for a total of \$246.
 - c. Nine (9) chamois and four (4) wash brushes for all the stations.Commissioner Keeler seconded the motion. The motion was carried unanimously.
4. Commissioner Schanz made a motion to approve ER-631, ETA-621 and ETA-625 to go the Colonie training center in March. Commissioner Keeler seconded the motion. The motion was carried unanimously.

5. There was a recall on the injector lines on ER-631. This is under warranty. Kenworth, on Crescent Rd, will do this.

Administrator

1. Some of our AEDs need to be replaced. Commissioner Schanz made a motion to purchase three (3) AEDs @ \$1,500 each for a total of \$4,500. Commissioner Keeler seconded the motion. The motion was carried unanimously.
2. The SCBA packs need flow testing. Commissioner Casucci made a motion for up to \$1,752.08 to flow test SCBA packs. Commissioner Schanz seconded the motion. The motion was carried unanimously.
3. One Res Q Jack was not sent to Beech Island, SC with R-631. Commissioner Schanz will contact them to see if they want it.

Administrator's Assistant

1. Discussion on hall rental. Commissioner Schanz made a motion to raise the rental fee to \$400/ day and \$100 refundable cleaning fee. Commissioner Keeler seconded the motion. The motion was carried unanimously.
2. There will be a blood drive by the American Red Cross on 2-24-22 at Station #1.
3. Forms are available for any items from Station #3. The station will close on March 1st.
4. EM Tech still needs to train the Administrators on the AC system at Station #1.

New Business

1. Received duty assignments from the Board for 2022.
2. Received the Letter of Credit from TD Bank.
3. Received the proposed AFDSNY By-law amendments from Joyce Petkus, Secretary-Treasurer.
4. Received the notice of legal counsel to the District from Hannigan Law Firm, PLLC.
5. Received from Bryans and Gramuglia:
 - a. Auditor Communications letter
 - b. Audit Engagement letter for the year 2021
6. Received a check, numbered 3942, for \$1,056,515.00 from the Receiver of Taxes for the tax levy for 2022.
7. Received from UBS:
 - a. Advisory review dated December 31, 2021
 - b. Client statement for January 2022
 - c. Transactions
8. Received notice of the AFDCA Annual Officers' Reception March 12 at the Holiday Inn in Colonie.
9. Received *News Notes* from Captain.
10. Received legal notices from the Gazette for bid documents for Station #3 and notice for sealed bids for two new Chevrolet Silverado.
11. Commissioner Schanz moved and Commissioners Casucci seconded a resolution to authorize expenditure from the "Apparatus and Equipment Reserve Fund" an amount not to exceed \$920,000 for the purchase of a custom Engine Rescue fire apparatus (ER-631). The Secretary called the roll:

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

The resolution was adopted subject to a permissive referendum in accordance with General Municipal Law Section 6-g.

Miscellaneous

1. Discussion on Greenlight. Commissioner Bowman will discuss this with Attorney Hannigan.
2. Bid opening for the new Station #3 will be this Thursday. There are multiple bidders in each category.
3. Commissioner Schanz made a motion to purchase one new Chevrolet Silverado for \$44,660 from DeNooyer Chevrolet and one new Chevrolet Silverado for \$39,952.50 from Mangino Chevrolet. Commissioner Keeler seconded the motion. The motion was carried unanimously.
4. The PlymoVent can be omitted from Station #3, if necessary.
5. The trailer is in the process of being upfitted.
6. Commissioner Schanz made a motion for Commissioner Casucci to attend the AFDSNY convention at Turning Stone Casino on May 5-7. Commissioner Keeler seconded the motion. The motion was carried unanimously. Commissioner Schanz made a motion for Commissioner Bowman to attend the Chaplains' convention at Turning Stone on May 5. Commissioner Keeler seconded the motion. The motion was carried unanimously.
7. The motor on the boat has to be serviced.
8. The lettering on ER-631 is finished. The radio will be installed on Friday.
9. There are a few items on the punch list for ER-631.
10. VRS will be here on Wednesday to go over the pump and generator on ER-631.
11. The final payment for ER-631 will be after Commissioner training on March 14th.
12. ER-631 is ready for hose to be loaded.
13. Aqua Science replaced the tank and UV light at Station #2. The cost for the tanks, labor and fittings was \$3,275.
14. A new can opener is needed at Station #1. This will be replaced.
15. There is a recall on the ejector lines on ER-631. This is a warranted item. The truck will go to Kenworth on Crescent RD.

Recess

Commissioner Schanz made a motion to recess until 7:00 pm on Monday, February 28th at Station #2. Commissioner Casucci seconded the motion. The motion was carried unanimously. The meeting was recessed at 10:10 pm.

Reconvene

The February 14, 2022 meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District reconvened on Monday, February 28, 2022 at 7:00 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Bowman, Commissioner Schanz, Commissioner Casucci, Commissioner

Keeler, Commissioner Pettis, Treasurer Visconti, Secretary Donohue, Administrative Assistant Castaldo and President Brousseau.

Station # 3 Bids

1. Contract #1 – General Contractor (includes generator pad)

Commissioner Pettis made a motion to hire MA Schafer Construction, Inc. for \$2,121,500. Commissioner Keeler seconded the motion. The motion was carried unanimously.

2. Contract #2 -Plumbing

Commissioner Pettis made a motion to hire Burniche Piping, Inc. (hereafter known as BPI, Inc.) for \$198,000. Commissioner Keeler seconded the motion. The motion was carried unanimously.

3. Contact #3 – Mechanical

Commissioner Pettis made a motion to hire BPI, Inc. for \$360,300. Commissioner Keeler seconded the motion. The motion was carried unanimously.

4. Contract #4 – Electrical (includes generator)

Commissioner Pettis made a motion to hire Clune Electric for \$361,800. Commissioner Keeler seconded the motion. The motion was carried unanimously.

5. Contract #5 – Demolition

Commissioner Pettis made a motion to hire DiTono & Sons, LLC for \$38,000. Commissioner Keeler seconded the motion. The motion was carried unanimously.

Miscellaneous

1. There is a lot of equipment in the truck room at Station #2. Three bids were received for a 40' portable storage container:

a. All Space Containers	\$5,200 delivered
b. USA Container	6,445
c. Interport	5,000

Commissioner Schanz made a motion to purchase a 40' portable storage container from Interport for \$5,000. Commissioner Keeler seconded the motion. The motion was carried unanimously.

2. Discussion for lights, radio and console on the new Silverado (M-624). Three quotes were received:

a. Auto Solutions of NY	\$11,884.68
b. DeNooyer	12,490.00
c. Up State Plow and Truck	16,362.09

Commissioner Pettis made a motion to hire Auto Solutions of NY for \$11,884.68 for the lights, radio installation and console on the new Silverado. Commissioner Keeler seconded the motion. The motion was carried unanimously.

3. Commissioner Pettis made a motion to hire Stripes for \$945 to letter the new Silverado (M-624). Commissioner Casucci seconded the motion. The motion was carried unanimously.
4. The new Silverado will go into service on Wednesday as M-624. The next Silverado will be M-635.
5. Commissioner Pettis made a motion to make the final payment for ER-631 to Toyne of \$45,931.36. Commissioner Schanz seconded the motion. The motion was carried unanimously.
6. Commissioner Casucci made a motion to declare M-624 surplus with a value of less than \$10,000. Commissioner Pettis seconded the motion. The motion was carried unanimously. The truck will be placed in front of Station #2 and be put on the website with a minimum bid of \$9,000. Stripes will remove the lettering. The light bar has been disconnected.
7. Station #3 can be used for training. March 16 will be laddering and March 28 will be forcible entry. The utilities will be shut off March 15. Demolition is scheduled to begin April 1st.
8. A new member approved March 2nd will be not be allowed to participate until a minor medical problem has been resolved.
9. EMTech will drain the antifreeze from the tanks, cap all lines that go to heat and drain the solar panels, but will not cap them at Station #2.
10. A seal broke in the circulator at Station #1. There is a new one and the maintenance person will purchase new ones for future use.
11. The new gear lockers for Station #3 have to be on wheels. Commissioner Casucci will research these.
12. The washer and dryer will be going to Station #2. Commissioner Keeler will disconnect them and bring them to the station.
13. The general contractor will mount the TVs.
14. Commissioner Pettis will research chairs and tables for the meeting room and the ready room.
15. Commissioner Schanz made a motion to declare the hose tester surplus. Commissioner Keeler seconded the motion. The motion was carried unanimously.
16. Commissioner Keeler will oversee the installation of the electrical outlets on the trailer.
17. Robert Kruger would like to be the Secretary of Building Commissioner. He will be a temporary employee, have the ability to shut down the project, but not the sole responsibility, will not go over 6 months and be paid \$50 per hour.
18. The Clifton Park Water Authority will install another hydrant in the back of Station #3.
19. The bill to EMTech for work done at Station #1 has gone to Webb, who made the furnace.
20. The State Report for our Submission to the Local Government and School Accountability Data Exchange System was submitted electronically to the Comptroller on February 22, 2022.
21. Attorney Hannigan had a few questions about crime coverage or bonding. He will look into having two signatures on checks over \$100,000.
22. Commissioner Pettis made a motion to add a 2022 budget modification for "Equipment – Capital Outlay" (A3410.2.07) of \$60,000 to allow for the purchase and up-fit of a 2022 pickup truck. Revenue to be provided by transferring \$60,000 from "Un-Assigned Fund Balance – Operations" (A917) to "Appropriated Fund Balance – Operations" (A599). Commissioner Schanz seconded the motion. The motion was carried unanimously.
23. There was discussion on outside lighting on the trailer. Commissioner Schanz will research info for the next meeting.
24. We have applied for a demo permit. New York State has approved the asbestos abatement.
25. Commissioner Schanz made a motion to purchase twelve (12) 5-gallon pails of foam from Jerome. Commissioner Pettis seconded the motion. The motion was carried unanimously.
26. Craig Relyea, from Firefly, and Ralph Lemme, from UBS, will be coming to the March meeting.

27. There was discussion on items that can be used from the kitchen by people renting the hall. They can use the stove and the pots on the island only, not the flattop grill, dishwasher, plates or silverware. Rentals to the hall will be limited to twice a month.
28. We will no longer be using Air Compressor Engineering to service the generators. Commissioner Keeler and Charles Smith will be servicing them.
29. MES will set up a schedule for servicing the extrication tools.
30. The yellow utility trailer will be put in Station #3.
31. Pump test will be performed by VRS at the end of March or early April. VRS will do the biannual maintenance on ER-631. Ladder testing will be done on May 25.
32. Discussion on bullet proof vests. Treasurer Visconti will check to see if three vests were already authorized.
33. Hall rental to Raj Musku, 4-16-22, pending completion of application process.

Bids

1. Compressor - Station #3
 - a. Kevin Kruger \$62.00
 - b. Tom Boucher 206.95
 - c. Dave Pettis 50.00

Commissioner Keeler made a motion for Tom Boucher to take the compressor for \$206.95. Commissioner Casucci seconded the motion. The motion was carried unanimously. Commissioner Pettis abstained.

2. Generator – Station #3
 - a. Dave Pettis \$100.00
 - b. Tom Boucher 78.00

Commissioner Keeler made a motion for Dave Pettis to take the generator for \$100. Commissioner Casucci seconded the motion. The motion was carried unanimously. Commissioner Pettis abstained.

Adjournment

Commissioner Pettis made a motion to adjourn. Commissioner Casucci seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:55 pm. The next meeting will be Monday, March 14, 2022 at 7:30 pm in the Commissioners' room at Station #2.

Minutes Cont'd 2-14-22

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