

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, July11, 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, Commissioner Dave Pettis, Secretary Karan Donohue, Administrator Tim Brousseau, Administrative Assistant Lisa Castaldo, Chief Ken Bowman, Assistant Chiefs Patrick Canale and Tim Kimball, President Phil Brousseau and Bob Gibson and Don McCormack of the Bank of Greene County. Treasurer Carl Visconti was absent.

Bob Gibson and Dom McCormack made a presentation of what the Bank of Greene County can do for us.

Bills

1. A listing of transaction numbered 15455 through 15514, totaling \$307,307.76, 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 Schanz made a motion to approve the minutes. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Treasurer's Report

1. Bank statements, account reconciliations and check images for June 2022 and the listing of transactions approved and paid in June 2022 were given to Commissioner Casucci for verification.

2. Bank statements, account reconciliations and check images for May 2022 were returned to the Treasurer.
3. We will retain EMTech's check until the Administrator and Administrative Assistant have been trained on the HVAC at Station #1.
4. There was discussion on the present procurement policy. Commissioner Casucci moved and Commissioner Pettis seconded to amend the current purchasing and procurement policy. The Secretary called the roll:

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

The resolution was adopted.

Commissioner Schanz 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 invite Rexford and Jonesville to attend the CP Rail drill on Wednesday, July 13 at Station #1. Commissioner Casucci seconded the motion. The motion was carried unanimously.
2. Commissioner Casucci made a motion to purchase the following:
 - a. Auto Solutions to install the emergency lighting and equipment on M-635 per their quote of \$12,649.68.
 - b. One (1) 1" forestry nozzle for \$60.
 - c. Twelve (12) boxes of Nitrile gloves from McKesson @ \$39.99 each for a total of \$479.88.

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

3. Commissioner Casucci made a motion to approve the following:
 - a. One (1) ETA to support the Firefighter 1 class on July 13th at the County training center.
 - b. ER-631 to Okte on Friday, July 15th for as summer camp program.
 Commissioner Pettis seconded the motion. The motion was carried unanimously.

Administrator's Report

1. The door opener for ETA-624's bay door is missing. The Administrator will order one from Murphy's Overhead Door or online.
2. The lightbulbs in the boat trailer have to be replaced.

3. The district boundary signs have to be placed on the boundary lines. A work detail will be on July 25th to do these two items.
4. There was discussion on a new copier. This will be added to the preliminary budget in August.
5. Commissioner Schanz made a motion to fob Station #1A, not to exceed \$1,000. Commissioner Pettis seconded the motion. The motion was carried unanimously.
6. Commissioner Casucci made a motion to purchase from Grainger a flow regulator for \$403.32 and a bottle of calibration gas for \$270, for a total of \$673.32.

Administrative Assistant 's Report

1. The exit light near the trophy case at Station #1 is out.
2. Commissioner Pettis made a motion to approve a blood drive for the Red Cross on 10-25-2022 and 12-27-2022. Commissioner Schanz seconded the motion. The motion was carried unanimously.

New Business

1. Received the legal notice for a new pickup truck.
2. Received a certificate of insurance from:
 - a. Burniche Piping, Inc.
 - b. American Red Cross
3. Received from UBS:
 - a. Client statement for June 2022
 - b. Transactions
4. Received the contractors certified payroll for Harold Clune.
5. Received the new WEX card for M-635.
6. Received information on an IRS increase for mileage reimbursement for 2nd half of 2022 to 62.5 cents per mile. Commissioner Pettis made a motion to raise the mileage reimbursement rate for 2nd half of 2022 to 62.5 cents per mile. Commissioner Keeler seconded the motion. The motion was carried unanimously.
7. The piggyback purchasing law is extended to July 31, 2023 per Chapter 95 of the Laws of 2021 (A-2580/ S-1090).
8. Received information on the Fire District Budget Hearing.
9. Received a notice of Public Hearing from the Saratoga County Board of Supervisors to conduct required 8-year review of Saratoga County Consolidated Agricultural District #2.
10. Received the contractors certified payroll from MA Schafer.
11. Received a notice from Avid Insurance Agency, Inc. deleting the building at 276 Moe Rd.

Miscellaneous

1. All the bills for Greenlight have to be put together.
2. M-635 is being rust proofed by Ziebart and then it will be going to Rhino for the spray-on bedliner.

3. The Station #3 engineering meeting went well and the project is moving forward.
4. The new 3 ball hitch is on the trailer.
5. There was discussion on mounting the generator to the front of the trailer. Commissioner Schanz made a motion to purchase steel for up to \$1,000 to make the base for the generator. Commissioner Pettis seconded the motion. The motion was carried unanimously.
6. There was discussion on M-623. Commissioner Schanz made a motion to declare M-623 surplus and advertise on the marketplace on Facebook for \$35,000 and put the truck out in front of Station #2. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Executive Session

Commissioner Schanz made a motion to go into Executive Session for the purpose of discussion of employment. Commissioner Casucci seconded the motion. The motion was carried unanimously.

Commissioner Schanz made a motion to come out of Executive Session. Commissioner Casucci seconded the motion. The motion was carried unanimously.

7. There was discussion on the use of Chief's cars. The Chief's cars are to be used in District except for Mutual Aid calls. They are not to be used for work or other non-fire related use.
8. Attorney Hannigan has completed the bid package for the Station #3 gear, washer, dryer and locker equipment. The legal notice was published on 7-9-22 and the bid opening is scheduled for 7-18-22.

Recess

Commissioner Pettis made a motion to recess until Monday, July 18th at 7:30 pm. The meeting was recessed at 10:15.

Reconvene

The July 11, 2022 meeting of the Vischer Ferry Fire District was reconvened at 7:30 pm on Monday, July 18, 2022 in the Commissioners' room at Station #2. Those in attendance were Commissioner Schanz, Commissioner Keeler, Commissioner Pettis, Secretary Karan Donohue and Administrative Assistant Lisa Castaldo. Commissioner Bowman, Commissioner Casucci and Treasurer Carl Visconti were absent.

Bids

The following bids for washer, dryer and locker equipment were received:

RAM AIR	mobile	stick dryer	\$8,200.00	no S/H
MES	non-movable	stick dryer	6,641.57	S/H
Gauch	reversible	stick dryer	12,289.00	S/H
Williams		stick dryer	6,995.00	S/H \$565

MES	gear locker	\$32,862.72	S/H included
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MES	cabinet dryer	\$9,057.35	S/H
Gauch	cabinet dryer	7,990.00	S/H

MES	Extractors	(2) \$15,635.68	S/H
Gauch	Extractor	(1) 11,441.00	S/H

1. Commissioner Schanz made a motion to purchase one (1) reversible mobile stick dryer from RAM AIR for \$8,200, with no S/H. Commissioner Keeler seconded the motion. The motion was carried unanimously.
2. Commissioner Schanz made a motion to purchase gear lockers from MES for \$32,862.72, with S/H. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Notes:

1. The extractor and cabinet dryers were tabled until the August meeting, pending approval from Attorney Hannigan and discussion with Gauch for confirmation of the bid.
2. Shipping and Handling charges are to be discussed with the vendors:
 - a. MES S/H \$1,750 (\$2,700 for lockers)
 - b. RAM AIR no S/H
 - c. Gauch S/H \$1,755
 - d. Williams S/H \$565

Adjournment

Commissioner Keeler made a motion to adjourn. Commissioner Pettis seconded the motion. The motion was carried unanimously. The meeting was adjourned at 8:25 pm. The next meeting will be Monday, August 8, 2022 at 7:30 pm in the Commissioners' room at Station #2.

Cont'd July 11, 2022

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

Martin Schanz, Commissioner
Chairman Pro Tem
Board of Fire Commissioners
Vischer Ferry Fire District