

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, March 13, 2023.

The monthly meeting convened at 7:30 pm on Monday, March 13, 2023 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, Assistant Administrator Lisa Castaldo, Chief Patrick Canale, Assistant Chiefs Tim Kimball and Allen VanCleaf, President Phil Brousseau and Craig Relyea from Firefly Admin Inc.

Craig Relyea discussed the following:

1. Handed out the LOSAP January 1, 2023 Annual Report and Benefits Statement
2. This year's contribution is \$87,527. We have budgeted \$150,000 yearly for the last two years.

Craig left at 8:05.

Bills

1. A listing of transactions numbered 15975 through 16022, totaling \$522,471.24, was presented to the Board for approval.

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

Old Business

Commissioner Casucci 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 February 2023 and the listing of transactions approved and paid in February 2023 were given to Commissioner Casucci for verification.
2. Bank statements, account reconciliations and check images for January 2023 were returned to the Treasurer.

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

Chief's Report

1. Commissioner Schanz made a motion for the following training:
 - a. Materials for rehabbing the box props for \$450.
 - b. Discussion on bailout modifications – need more information

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

2. Commissioner Schanz made a motion for the following apparatus:
 - a. An ETAA on Saturday, April 8th to the Training Center in support of the BEFO class
 - b. An ETA on Thursday, June 1st to the Training enter in support of the BEFO class

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

3. There has been no movement on the gear that was ordered last year from Globe. Commissioner Schanz made a motion to cancel the order to Globe from last year. Commissioner Pettis seconded the motion. We will look for new gear vendors.
4. Commissioner Schanz made a motion to declare six (6) lengths of forestry hose out of service and will be destroyed. Commissioner Keeler seconded the motion. The motion was carried unanimously.
5. Commissioners, Chiefs and Officers will meet again on Friday, April 28 at Rexford.
6. Clifton Park-Halfmoon Ambulance will not do rehab at calls. They will charge \$500 of they do treat a patient (BP, temp, etc.). This will be taken up with the Town Supervisors of Clifton Park and Halfmoon.

Administrator's Report

1. All forms or documents do not have to be downloaded on the iPads in the apparatus.
2. Commissioner Schanz made a motion to have MES do flow testing. Commissioner Casucci seconded the motion. The motion was carried unanimously.
3. Commissioner Schanz made a motion for MES to do hydrotesting. Commissioner Pettis seconded the motion. The motion was carried unanimously.
4. Commissioner Schanz made a motion to purchase the following:
 - a. Three (3) batteries for the portable radios from Pittsfield, @\$70.20 each for a total of \$210.60

- b. One (1) new hard drive and adapter for the Chief's computer for \$75 from Amazon.
- c. Automated backup for file server. +/- \$20 per month.
Commissioner Casucci seconded the motion. The motion was carried unanimously.
- d. We will wait for documentation shredding day in Clifton Park for our documents that need to be destroyed.

Administrator Assistant Report

1. Inspections at Ziebart are due in April. They should clean the vehicles when they are done.
2. M-624 will be inspected when Commissioner Schanz contacts DeNooyer.
3. Have not heard from Statewide as to when they will return to complete the repairs on the washer. The washer is working ok.
4. Commissioners Schanz will call about the grinder pump at Station #2.
5. Greenlight has not paid for anything they have used or installed at Station #2. Commissioner Bowman will check will Attorney Hannigan.
6. There was discussion on whether to attend the Chiefs' show in Syracuse or go to the Fire house Expo in Ohio September 25-29.
7. We need to purchase a lawn mower.

New Business

1. Received from UBS:
 - a. Client statement for February 2023
 - b. Transactions
2. Received *Fire District Affairs* February and March 2023
3. Received a letter from Attorney Hannigan concerning the Real Property Tax Law 466-a Exemption for Volunteer Firefighters and Ambulance Workers.
4. Received the Annual Financial Report for the fiscal year ended 12-31-2022. This was filed electronically.

Miscellaneous

1. Station #3 –
 - a. Priming to paint
 - b. Still on temporary heat
 - c. Clerk of the Works doing well
2. People are still taping things to wall in the hall. They must understand that they cannot do that.
3. The stove was very dirty. Northeast should do a tune up on it soon.
4. There was discussion regarding the purchase of bullet proof vests for the Chiefs.
5. Need to prepare bid specifications for repaving the parking lot at Station #2. Commissioner Pettis will call ABD Engineering and EDP Environmental Design for recommendations.

6. Commissioners Schanz and Casucci met with representatives of the Clifton Park Water Authority regarding water line to Station #2. We will need an engineer survey.
7. There will be a tanker committee meeting with E-One on March 20 at Station #1.
8. If the transmission on ER-631 doesn't go into gear it has to be double clutched.
9. We are waiting for parts for the pump on F-633.
10. Half of the parts for ETA-625 have been received.
11. The shore power for M-635 is not in yet.
12. EM Tech has recommended replacement of the circulation pump for the apparatus bay heating system at Station #2. They quoted \$4,200. We need to obtain other quotes.
13. The heaters in the hallway at Station #1 are being left on. We will look into changing the time the heaters will be on.
14. We need to do something for more water from the pressure tank and pump at Station #1.

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, April 10, 2023 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