

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, September1, 2023. 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, Assistant Administrator Lisa Castaldo, Assistant Chiefs Tim Kimball and Allen Van Cleef and Ralph Lemme – UBS. Commissioner Dave Pettis was absent.

Mr. Lemme discussed the following:

1. Our portfolio is 60% stocks and 40% bonds for a good rate of return.
2. Our target rate of return is 5.25%. We are slightly under this at 3.5-4%.
3. The bonds currently have a 5.50% rate of return.
4. Our balanced fund is in a good place.
5. Some tech stocks are included in our portfolio.
6. We have a well-diversified portfolio.

Base on UBS recommendations, Commissioner Schanz made a motion to sell BlackRock Equity Income Fund for \$102,000 and Hartford Equity Income Fund for \$104,000 and purchase Vanguard Dividend Income Fund for \$206,000. Commissioner Casucci seconded the motion. The notion was carried unanimously.

Mr. Lemme left at 7:50 pm.

### **Bills**

1. A list of transactions numbered 16356 through 16375, totaling \$96,186.03, was submitted to the Board for approval. There was discussion on bill #16371 from MA Schafer Construction; only partial payment was authorized.

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

## **Old Business**

1. The septic tank at Station #2 has been repaired.

Commissioner Keeler made a motion to approve the minutes. Commissioner Schanz seconded the motion. The motion was carried unanimously.

## **Treasurer's Report**

1. Bank statements, account reconciliations and check images for August 2023 and the listing of transactions approved and paid in August 2023 were sent to Commissioner Casucci for verification.
2. Bank statements, account reconciliations and check images for July 2023 were returned to the Treasurer.
3. Commissioner Schanz made a motion to approve the Proposed Budget for 2024. Commissioner Casucci seconded the motion. The motion was carried unanimously.

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 Schanz made a motion to approve Matt Munafo to take Firefighter II class. Commissioner Keeler seconded the motion. The motion was carried unanimously.
2. Commissioner Schanz made a motion to purchase three (3) water rescue suits from [www.nrs.com/nrs-extreme-sar-dry-siut/pil8](http://www.nrs.com/nrs-extreme-sar-dry-siut/pil8) @\$995 each for a total of \$2,985. Commissioner Keeler seconded the motion. The motion was carried unanimously.
3. Commissioner Schanz made a motion to use ER-631, M-624 and M-635 for a drill at Lake Auto on September 25<sup>th</sup>. Commissioner Keeler seconded the motion. The motion was carried unanimously.

## **Administrator's Report**

1. Some members would like guidance on reviewing the cameras at Station #3. This will be sent to Attorney Hannigan for review.
2. The internet at Station #3 is on. The fob system is online.
3. The new iPads have been added to the Apple Business Manager.
4. Commissioner Schanz made a motion to purchase the following:
  - a. One (1) Indian tank from Wildland Warehouse for \$180
  - b. One (1) Storz adapter from Fire Hose Direct for \$310
  - c. Three (3) iPad mounts from Upstate Plow and Truck @ \$511.66 each for a total of \$1,535

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

5. The eleven (11) old iPads will be declared surplus and then can be bid on with a minimum reserve of \$25.

### **Assistant Administrator's Report**

1. The Red Cross will be having a blood drive on October 17<sup>th</sup>.
2. The bids for snowplowing will be posted on the sign and website.
3. The Inspection dinner will be Tuesday, November 14<sup>th</sup>.

### **New Business**

1. Received from UBS:
  - a. Client statement for August 2023
  - b. Transactions
2. *Fire District Affairs* for August and September 2023

### **Miscellaneous**

1. Station #3
  - a. We are working on the punch list items
  - b. The PlymoVent system has to be vented to the outside.
  - c. The water meter has been installed
2. The short pony lines were never ordered. Commissioner Schanz will contact VRS.
3. The boiler pump at Station #2 has to be replaced by EMTech
4. The refrigerators at Station #1 have to be cleaned.
5. We have to obtain a price from Davco Masonry, LLC – for redoing the stucco at Station #1.
6. F-633 has to have a new latch on a compartment door.
7. We are waiting for diffusers for ER-631 , ETA-621. ETA-625 and TA-626.
8. Nancy Bellamy, who is a member of the Emergency Services Advisory Board, has a person who would like to take pictures of our apparatus. Lisa will obtain more information.

### **Adjournment**

Commissioner Casucci made a motion to adjourn. Commissioner Schanz seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:30 pm. The next meeting will be Monday, October 9, 2023 in the Commissioners' room at Station #2.

9-11-23 Cont'd

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