

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, July 12, 2021.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District convened at 7:30 pm on Monday, July 12, 2021 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 and President Phil Brousseau. Commissioner Andrew Casucci was absent.

Bills

1. A listing of transactions numbered 14734 through 14784, totaling \$40,717.25, 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 2021 and the listing of transactions approved and paid in June 2021 were given to Commissioner Bowman for verification.
2. Bank statements, account reconciliations and check images for May 2021 were returned to the Treasurer.
3. The budget process will start in August.

4. The Regulatory Basis Financial Report and the Auditor Communications letter for the year ended December 31, 2020 were issued on June 14, 2021. LOSAP activity is now reported as part of the General Fund.

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

Chief's Report

1. Commissioner Schanz made a motion to purchase the following:

- a. Four (4) sets of gear from Garrison Fire & Rescue Corp:

i. Coat	@ \$1,442.00	\$5,768.00
ii. Bunker pants	@ 1,153.15	<u>6,132.60</u>
	Total	\$11,900.60

This is a budget item. The State Contract number is PC67935.

- b. Four (4) sets of boots from www.thefirestore.com @ \$480.00 each for a total of \$1,920.

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

2. Commissioner Schanz made a motion for ETA-625 to attend the National Night Out at Clifton Park Commons in August at a date to be announced. Commissioner Pettis seconded the motion. The motion was carried unanimously.

Administrator's Report

1. Two members have still not completed the sexual harassment course and one member has not completed his physical. We will contact Attorney Hannigan for advisement.
2. Commissioner Schanz made a motion to purchase one (1) AED from Phillips for \$1,490.29 to replace the nonworking one on ETA-625. Commissioner Pettis seconded the motion. The motion was carried unanimously.
3. Commissioner Schanz made a motion to declare the out of service heat gun surplus. Commissioner Keeler seconded the motion. The motion was carried unanimously.

Administrator's Assistant

1. The Red Cross will conduct blood drives on Thursday, October 14th and Tuesday, December 28th.
2. The LED light bars for the Chiefs' cars will be taken to Upstate Plow and Truck next week.
3. The hose cover on ETA-621 needs new velcro.
4. The oil change was done on Car-629.
5. Commissioner Pettis made a motion to purchase a new vacuum for \$69.99 from Amazon. Commissioner Keeler seconded the motion. The motion was carried unanimously.

New Business

1. Received a notice from Saratoga County Real Property Tax Services.
2. Commissioner Pettis moved and Commissioner Schanz seconded a resolution in the matter of adopting actuarial equivalence assumptions for the Defined Benefit LOSAP. The Secretary called the roll:

Commissioner Kevin Bowman	yes
Commissioner Marty Schanz	yes
Commissioner Andrew Casucci	absent
Commissioner Grant Keeler	yes
Commissioner Dave Pettis	yes

The resolution was adopted.

3. Received the Authorization for Zoning Variance Review. There will be a Zoning Board of Appeals meeting on July 20, 2021. We will go back to the Planning Board in September to present our plans for station #3.
4. Received the following from UBS:
 - a. Client statement for June 2021
 - b. Information about UBS professionals serving our account
 - c. Transactions
5. Received the legal notice from the Gazette for the extrication tools and air bags.
6. Received a letter from Morgan Stanley regarding our former account.

Miscellaneous

1. There was discussion on borrowing tables and chairs from the district. The Secretary was directed to write a letter to Alex Plastini. A copy will be placed in the district files.
2. The old stove from the kitchen will be recycled.
3. The kitchen was found not clean recently. It is not known who left it this way.
4. Received change order #2 for the new ER from Toyne.
5. There was discussion on a covered trailer for ice/water rescue. Attorney Hannigan will review the specifications and it will go out to bid.

Adjournment

Commissioner Pettis made a motion to adjourn. Commissioner Keeler seconded the motion. The motion was carried unanimously. The meeting was adjourned at 8:35 pm. The next meeting will be Monday, August 9, 2021 at 7:30 pm in the Commissioners' room at Station #2.

July 12, 2021 (Cont.)

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