

RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, August 8, 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 Grant Keeler, Commissioner Dave Pettis, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Tim Brousseau, Assistant Administrative Lisa Castaldo, Assistant Chief Tim Kimball and President Phil Brousseau. Commissioner Andrew Casucci was absent.

Bills

1. A listing of transactions numbered 15520 through 15569, totaling \$161,524.34, 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 Keeler seconded the motion. The motion was carried unanimously.

Treasurer's Report

1. Bank statements, account reconciliations and check images for July 2022 and the listing of transactions approved and paid in July 2022 were given to Commissioner Casucci for verification.
2. Bank statements, account reconciliations and check images for June 2022 were returned to the Treasurer.
3. The 2023 budget workshop will be Monday, August 29, 2022 at 7:30 pm in the Commissioners' room.

4. A new form for “transactions for approval” was presented to the Board.
5. There was discussion on the procurement policy.

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

Chief’s Report

1. Commissionaires Schanz made a motion to approve the following into membership of the Vischer Ferry Volunteer Fire Company:
 - a. Olivia Nolan 29 Lincoln Ave. Clifton Park, NY
 - b. Amira Shahmoradi 1010 Foxwood Dr. Clifton Park, NY
 Commissioner Pettis seconded the motion. The motion was carried unanimously.

2. Commissioner Schanz made a motion to purchase the following:
 - a. One (1) helmet shield from Conway Shields
 - b. Five (5) sets of exterior gear from Strategic Safety Dynamics @ \$1,862.40 each, for a total of \$9,312. This is a budgeted item and the State Contract number is #PC67942.
 - c. One (1) Stortz 5” to 2.5 threaded adapter from MES for \$274.12.
 Commissioner Keeler seconded the motion. The motion was carried unanimously.

3. Commissioner Schanz made a motion to declare the power plant and combi tool from M-623 surplus. Commissioner Pettis seconded the motion. The motion was carried unanimously.

4. There was discussion on placing 623 on the Facebook Market Place, with a minimum reserve of \$35,000. Commissioner Schanz moved and Commissioner Pettis seconded a resolution to declare M-623 as surplus. The Secretary called the roll:

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

The resolution was adopted subject to a permissive referendum.

5. There was discussion on using M-635 as a decon vehicle, with a decon nozzle on the front ER-631 and transport for contaminated gear.

Administrator's Report

1. Lt. Brousseau will begin to calibrate the meters this month.
2. There is now a door opener for 624.
3. Everyone will be receiving reminders of their OSHA status soon.
4. Station 1A is now fobbed.

Administrative Assistant's Report

1. The Red Cross will be having a blood drive on 8-16 at Station #1. We will not be setting up tables and chairs for them. They will either hire someone to set them up or pay the \$400 rental fee.
2. We will need to obtain quotes for black top sealing and striping for Station #1.
3. The cyanide meters will have to go to AJ Veld for calibration. AJ Veld is in the process of changing their name to National Trench Safety.
4. Life Song will be under the supervision of Mark Hines when they are cleaning the stations.
5. We have not received any communications from the AFDCA. The Assistant Administrator and Commissioner Schanz will look into this.
6. The expense of having the first aid kits from Cintas has become very expensive. Commissioner Pettis made a motion to discontinue with Cintas. Commissioner Keeler seconded the motion. The motion was carried unanimously.

New Business

1. Received the client statement for July 2022 and confirmation of transactions from UBS.
2. Received the legal notice for bids for washer extractors, dryers and gear lockers.

Miscellaneous

1. Station #3 –
 - a. The final foundation pour will be 8-9, then backfilled and ready to start construction.
 - b. There was discussion on floors
 - c. The windows and doors are due to arrive in September.
 - d. The following were approved at the July 2022 meeting:

i. MES	gear locker	\$32,862.72
ii. RAM AIR	reversible mobile stick dryer	8,200.00

Commissioner Pettis made a motion to purchase two (2) washing extractors from MES for \$7,817.84 each for a total of \$15,635.68. Commissioner Schanz seconded the motion. The motion was carried unanimously.

Commissioner Pettis made a motion to purchase a cabinet dryer from MES for \$9,057.35. Commissioner Schanz seconded the motion. The motion was carried unanimously.

2. VRS was scheduled to service the UTV. As yet, they have not done so.
3. Painting and repairing the exterior of Station #1 should be put into the 2023 budget.
4. Received the pump instructions from Smart CAF
5. s for 621 and 631. These will be made available to all qualified members.
6. EM Tech made some adjustments to the dampers at Station #2. They did an update and backup copy of the program at Station #1. It will be reviewed before Tim and Lisa are trained. The leak was fixed at Station #1 and the AC is to be left at 70 degrees in the Chiefs' and President's offices.
7. The generator has been mounted on the trailer and the electrician has to finish wiring it.
8. Training courses for water rescue and UTV are being offered by the OFPC-FASNY Conference, September 23-26 in Oriskany. Commissioner Schanz made a motion to approve a team for suit qualified water rescue members and for UTV training at the OFPC-FASNY Conference in Oriskany, NY, September 23-26. Commissioner Pettis seconded the motion. The motion was carried unanimously. There is no cost for the courses or lodging.
9. Commissioner Schanz explained how to put ER-631 into pump gear at the Company's last meeting.
10. There was discussion on Kenwood radios. These are of good quality. A representative from Kenwood will be coming here on a Wednesday in September to be determined. There will be a drill Coburg where a repeater from Motorola will be used. The repeater costs between \$20,000 – 30,000. If this is acceptable, it will be put into next year's budget.
11. There is an issue with a drain at Station #2. The line going into the basin for the grinder pump has shifted. We will have someone come to dig up the line going into the grinder pump.

Recess

Commissioner Pettis made a motion to recess the meeting until Monday, August 29, at 7:30 pm at the Commissioners' room at which time a budget workshop will be held. Commissioner Keeler seconded the motion. The motion was carried unanimously. The meeting was recessed at 9:20 pm.

Reconvene

The recessed meeting of August 8, 2022 reconvened on Monday, August, 29, 2022 at 7:30 pm in the Commissioners' room. 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 and Chief Ken Bowman.

Budget Workshop

Discussion on the following items to be considered in the proposed 2023 budget:

1. The salary for Robert Kruger comes out of the Capital Projects fund.
2. Station #2 parking lot – this may be broken up into thirds, depending on cost.
3. Bail out harnesses are expiring soon. We have a need for 30 members.
4. Door stimulator
5. Purchase three (3) DeWalt tripod lights @ \$240 each
6. Training budget at \$17,000
7. Chief's budget at \$80,368.00
8. Look into a repeater from Motorola. We will meet with them, at a date to be announced, in November. There is a possibility of putting a repeater at Verdoy.
9. Building upgrades
 - a. Repair stucco and touch up paint Station #1
 - b. \$50,000 for a new riding lawnmower, push mower and weed whacker
 - c. New copier - \$8-10,000. Quotes will be obtained

Executive Session

Commissioner Schanz made a motion to go into Executive Session for the purpose of discussing personnel services. Commissioner Pettis seconded the motion. The motion was carried unanimously.

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

10. The final proposed will be case #2 on the 2023 appropriations worksheet.
(attached to the minutes)
11. The budget hearing will be Tuesday, October 18, 2022 at Station #2 at 7:30 Pm.
 - The Girl Scouts and Brownies would like to use the hall for meetings. They will need to give a certificate of insurance and their use will be reviewed in six (6) months.

Adjournment

Commissioner Schanz made a motion to adjourn. Commissioner Keeler seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:50 pm. The next meeting will be Monday, September 12, 2022 at 7:30 pm in the Commissioners' room at Station #2.

8-8-22 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