

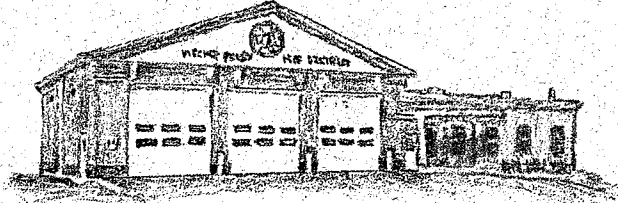
# Vischer Ferry Fire District

## Board of Fire Commissioners

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District Treasurer  
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District Secretary  
SARAH L. DEFOREST  
District Administrator



RE: Minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, June 11, 2018.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District was convened on Monday, June 11, 2018 at 7:00 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Marty Schanz, Commissioner Andy Casucci, Commissioner Duane Lindsey, Carl Visconti – Treasurer, Karan Donohue – Secretary, Chief Phil Brousseau, Assistant Chiefs Kenny Bowman and Ed Vargas, Andy Stadel and Aaron Hahn from Bryans and Gramuglia, CPAs.

Commissioner Dave Pettis and Administrator Sarah deForest were absent.

Mr. Hahn distributed copies of the audit of our financial statements for 2017. The audit report details were reviewed with the Board: we had a clean audit and no adjustments to the year-end balances were required. Mr. Hahn left at 7:20.

Attorney Tim Hannigan arrived at 7:30.

### **Executive Session**

Commissioner Casucci made a motion to go into executive session regarding proposed, pending or current litigation. Commissioner Lindsey seconded the motion. The motion was carried unanimously.

Commissioner Schanz made a motion to end the executive session. Commissioner Casucci seconded the motion. The motion was carried unanimously.

### **Attorney Discussion**

General municipal law 205.cc, the "cancer insurance" bill, will go into effect January 1, 2019. This will apply to members who have a qualifying diagnosis of cancer after January 1, 2019. The member must have had a physical exam upon acceptance into the volunteer

service and have had a fit test for five (5) consecutive years. Costs for insurance coverage are still unclear. Attorney Hannigan recommended that a capital reserve fund be created to compensate any member with a qualifying diagnosis, for pain and suffering.

### **Bills**

1. A listing of transactions numbered 12631 through 12673, totaling \$15,332.46, was presented to the Board for approval.

Commissioner Lindsey made a motion to pay the bills. Commissioner Casucci seconded the motion. The motion was carried unanimously.

### **Old Business**

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

### **Treasurer's Report**

1. Bank statements, reconciliations and check images for May 2018 and the listing of transactions approved and paid in May 2018 were given to Commissioner Bowman for verification.
2. Bank statements, reconciliations and check images for April 2018 were returned to the Treasurer.
3. The Treasurer handed out the dates for the 2019 budget process.
4. The Treasurer received an electronic version of our 2017 CPA audit and will file the required copy with the Office of the Comptroller.
5. We are at the end of our 5-year audit engagement and will have to issue another RFP in October.

Commissioner Casucci made a motion to accept the Treasurer's report. Commissioner Lindsey seconded the motion. The motion was carried unanimously.

### **Chief's Report**

1. Commissioner Schanz will book rooms for next year's NYSAFC show when he is attending this year's NYSAFC show.
2. Saratoga County has to build our automatic mutual aid tones and then the frequency will be put into e-dispatch.
3. Commissioner Schanz made a motion for the following:
  - a. One (1) member to attend Firefighter II from June 19<sup>th</sup> until October 30<sup>th</sup> at the Colonie training center.
  - b. Four (4) members to attend Res-q-Jack training on September 15<sup>th</sup> at Greek Peak Resort, Cortland, NY. The registration fee is \$275 each for a total of \$1,100. Members will present receipts for reimbursement.
  - c. Members to attend a drill at the training center on June 25<sup>th</sup>. They will be performing Engine Company Operations and FAST Operations with Rexford Fire Department.

- d. Fourteen (14) members to attend various training courses or exhibits for the NYS AFC conference June 13-16 at the Turning Stone Resort in Verona, NY. (Eight members were previously approved in January 2018)
- Commissioner Casucci seconded the motion. The motion was carried unanimously.

4. Commissioner Lindsey made a motion to purchase the following:
- a. Three (3) wireless printers from Staples @ \$299.99 each for a total of \$899.97. This is a budgeted item.
  - b. One (1) pair of 13" vehicle stabilization devices from Extrication Concept, Inc. for \$925. This is a budgeted item.
  - c. One (1) pair of 17" vehicle stabilization devices from Extrication Concept, Inc. for \$1,099. This is a budgeted item.
  - d. One (1) RIC rescue tarp from [www.thefirestore.com](http://www.thefirestore.com) for \$174.59.
  - e. Six (6) sets of turnout coats from MES @ \$1,280.49 each for a total of \$7,682.94. This is a budgeted item.
  - f. Six (6) sets of bunker pants from MES @ \$1,408.77 each for a total of \$8,452.62. This is a budgeted item.
  - g. A spot light on the 2017 Tahoe (car 620) from Upstate Plow and Truck for \$550, installed.

Commissioner Schanz seconded the motion. The motion was carried unanimously. Three quotes will be needed for the Globe gear if a state contract number is not on the MES quotes.

5. Commissioner Schanz made a motion for the following:
- a. Use of M-634 for Firefighter II class (June 19<sup>th</sup> through October 30<sup>th</sup>), Res-q-Jack training September 15<sup>th</sup>, June 25<sup>th</sup> drill at the Training center and the Chiefs' show on June 13-16.
  - b. M-634 and Car 629 for Res-q-Jack training on September 15<sup>th</sup>.
  - c. ETA-621, R-631, M-623, M-624, M-634 on June 25<sup>th</sup> at the County Training center.
  - d. An ETA for Firefighter II Boot Camp support on August 15<sup>th</sup> and 17<sup>th</sup> at the Colonie Training Center.
  - e. All apparatus and MR-632 as needed for the Town of Clifton Park July 4<sup>th</sup> parade.

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

### **Administrator's Report**

- 1. Spectrum has completed the upgrades at Stations #1, 2 and 3. Billing is to be consolidated when all work orders are closed.

2. NYSAFC conference – itemized receipts will be required for meal expense reimbursements. The mileage reimbursement is \$0.545 per mile for a personal vehicle (one receipt per car from Station #1). Receipts are required for tolls. If meals are included in training courses, the District will not pay for other meals.

## **New Business**

1. Commissioner Schanz made a motion to purchase a new supply of 2000 standard security checks for the General Fund from Intuit for approximately \$550, including S/H. Commissioner Lindsey seconded the motion. The motion was carried unanimously.
2. Received from Morgan Stanley:
  - a. Client statement for May 2018
  - b. Trade confirmations
  - c. Consulting group advisor plan summary
3. Received notification that the Town of Clifton Park is writing a grant for fuel.
4. Received an e-mail from Avid Insurance Agency, Inc. regarding filing a claim with Provident for a firefighter injury.
5. Received information on firefighter cancer insurance.
6. Received the minutes of the May 17, 2018 Emergency Services Advisory Board.
7. Received a notice from AFDCA that our dues will be increasing in 2019.
8. There will be an “ICS for Major and/or Complex Incidents” course, sponsored by Homeland Security, September 12<sup>th</sup> and 13<sup>th</sup> in Wilton.
9. Hall rental –  
Ryan Clare                      06-30-18                      fee waived
10. Received *Fire District Affairs* for June and July 2018.

## **Miscellaneous**

1. There was discussion on the length of time it takes for the maintenance person to perform some tasks. Commissioner Bowman will speak to them.
2. The UV light on the water tank at Station #2 is blinking. Also, there is some black discoloration in the water supply. Service call to be placed.
3. We will be ending our relationship with Life Song effective 6-18-18.
4. The batteries in the LEDs on ETA-621 and ETA-622 are bad and need to be replaced.
5. People who are using the hall at Station #1 are not turning the AC off. We will put a programmable thermostat on it.
6. Pump test has been completed on all ETAs.
7. The couplings on the 5” hose at Station #1 need to be lubricated. All of the other out-of-service hose will be disposed of. Hose test will be coming up.
8. Some manufacturers for ERs have been to see us.
9. There was a demonstration on electric cutters. More vendors will be coming.

10. M-624 will be going to Smith's Automotive for repairs soon.
11. The Town now has all the necessary paperwork needed to proceed with the boat launch in the preserve.
12. National Grid has sent out surveys for bringing natural gas to Vischer Ferry.

### **Adjournment**

Commissioner Schanz made a motion to adjourn. Commissioner Lindsey seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:25 pm. The next meeting will be Monday, July 9, 2018 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