

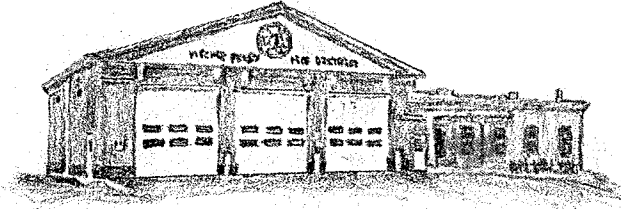
Vischer Ferry Fire District

Board of Fire Commissioners

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Chairman
CARL E. VISCONTI
District Treasurer
KARAN A. DONOHUE
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, February 11, 2019.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District was convened on Monday, February 11, 2019 at 7:30 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Andrew Casucci, Commissioner Duane Lindsey, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Sarah deForest, Chief Ken Bowman, Assistant Chiefs Patrick Canale and Tim Kimball, Mike Stanley and Tim Brousseau. Commissioner Dave Pettis and Commissioner Marty Schanz were absent.

Bills

1. A listing of transactions numbered 13075 through 13128, totaling \$67,796.92, was presented to the Board.

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

Old Business

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

Treasurer's Report

1. Bank statements, account reconciliations and check images for January 2019 and the listing of transactions approved and paid in January 2019 were given to Commissioner Bowman for verification.
2. Bank statements, account reconciliations and check images for December 2018 were returned to the Treasurer.
3. Treasurer Visconti presented the Annual Treasurer's Report for 2018.

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

At this point, Roger Saddlemire, Avid Insurance Agency, discussed our policies for 2019:

1. The Government Employee Theft and Forgery (Excess Crime) policy limit has been increased to \$2,500,000 to cover bonding of the Treasurer and Deputy Treasurer
2. Cyber insurance was added in 2018.

Roger left at 8:10.

Chief's Report

1. Commissioner Casucci made a motion to approve the following:
 - a. Carl Visconti to attend the 2nd Annual Fire Police Training seminar on Saturday, March 30th at DeCresente Distributors in Stillwater.
 - b. Ed Vargas to attend "Management and Administrations of a Fire Department" at Montour Falls March 29-31. The fee is \$96.
 - c. Ed Vargas and Tim Kimball to attend "In Honor of the Charleston" at the Maple Ave. Middle School on May 11th. The fee is \$25 per person.

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

2. Commissioner Lindsey made a motion to purchase the following from Pittsfield Communications:
 - a. Ten (10) Minitor batteries @ \$21.50 each for a total of \$215.
 - b. Eight (8) lapel mics @ \$89 each for a total of \$712.
 - c. Five (5) portable radio batteries @ \$112 each for a total of \$560.
 - d. Four (4) portable chargers @ \$181.50 each for a total of \$726.

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

3. Commissioner Lindsey made a motion to approve the following:
 - a. ETA-621, Car 62, and Car 629 to a St. Patrick's Day parade in Albany on March 16th.

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

4. Saratoga County will now be dispatching all Bravo EMS responses as a Priority 2. We will continue to respond Priority 1 until a Chief or Officer is on scene and changes the response.
5. M-634 was sold and has been removed from the response plan.
6. Gas fob #193 has to be returned to The Town.

Administrator's Report

1. There are several members who require follow-up with their primary care doctors following their physicals. These members were notified and must see their primary doctors and receive a release from Ellis before they can return to service.
2. LOSAP information has been posted, is complete and will be sent to Penflex.
3. Several members still need to complete the sexual harassment course.

New Business

1. Received the client statement for January 2019 and the performance summary from Morgan Stanley.
2. Received a notice from the Association of Fire Districts of the State of New York regarding a proposed bylaw amendment.
3. Received a notice from Attorney Hannigan regarding legal counsel to the Vischer Ferry Fire District
4. Received the letter of credit from TD Bank
5. Received a notice from Penflex, Inc. concerning a 2018 1099-MISC form for LOSAP.
6. Received information from the Association of Fire Districts of the Capital Area regarding the Officers' reception at The Lighthouse on March 9.
7. Received a copy of a letter to be sent on District letterhead for FOIL requests.
8. Received the oath of office for Deputy Treasurer for Karan Donohue.
9. Received assessments from the Saratoga County Real Property Tax Services.
10. Received the affidavit from the Gazette for the legal notice with the resolution for expending funds from the Capital Reserve Fund to purchase new SCBAs.
11. Received the affidavit from the Gazette for the legal notice for sealed bids for the boat launch.
12. Received a draft of the FOIL request policy and the Leaves of Absence policy. These were tabled until next month, pending review.
13. Received notice of staff changes at Penflex, Inc
14. Received *Fire District Affairs* for February – March 2019.

Miscellaneous

1. The rear chevron and striping on the bottom of the 2017 Tahoe is peeling. Color Pro will be called and, hopefully, will repair this.
2. Received a quote from EMTech in January for replacing the office area furnace at Station #2. The cost was estimated at \$4,260 and the emergency repair was authorized by Commissioner Bowman.
3. Received a quote from MES for SCBA brackets. Commissioner Lindsey made a motion to purchase approximately twenty (20) brackets to mount the new SCBAs on ETA-622, R-631 and ETA-626 for \$648.38. Commissioner Casucci seconded the motion. The motion was carried unanimously.

4. Received a quote for six (6) spare SCBA harnesses for \$930 each for a total of \$5,580. We will not purchase these. Harnesses will be cleaned after use, if necessary.
5. The door on the Bauer unit is not rated high enough to fill the new bottles. This was tabled until more information is obtained.
6. There was a discussion on rust coating the Tahoes. Commissioner Lindsey made a motion to have Ziebart do a full undercoating treatment for \$550 for each vehicle and retreat each vehicle every year. Commissioner Casucci seconded the motion. The motion was carried unanimously.
7. The Clifton Park Water Authority inspected Station #1 and feels that there may be a restriction somewhere in the building, after the water softener. Adequate pressure is coming into the building.
8. The lightweight gear will be delivered in February. The cost was carried over as a 2018 expense.
9. Gracecom has completed the work on the phones, however, there is still one phone line that is not working properly.

Adjournment

Commissioner Lindsey made a motion to adjourn. Commissioner Casucci seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:20. The next meeting will be Monday, March 11, 2019 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