

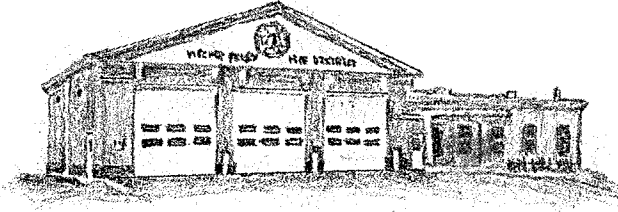
# Vischer Ferry Fire District

## Board of Fire Commissioners

ANDREW J. CASUCCI  
DUANE R. LINDSEY  
DAVID A. PETTIS  
MARTIN M. SCHANZ

750 GROOMS ROAD  
REXFORD, NEW YORK 12148  
TEL: (518) 371-2167  
FAX: (518) 371-2117

KEVIN K. BOWMAN  
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, March 12, 2018.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District was convened on Monday, March 12, 2018 at 7:30 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Martin Schanz, Commissioner Andrew Casucci, Commissioner David Pettis, Carl Visconti – Treasurer, Karan Donohue – Secretary, Sarah deForest – Administrator, Chief Phil Brousseau, Assistant Chiefs Kenny Bowman and Ed Vargas, Andy Stadel, Timmy Brousseau, Amy Price and Alan VanCleef. Commissioners Kevin Bowman and Duane Lindsey were absent.

### **Bills**

A listing of transactions numbered 12467 through 12516, totaling \$46,485.50, was presented to the Board for approval.

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

### **Old Business**

Roger Saddlemire (Avid Insurance Agency) clarified the District's current crime policies:

1. The Government crime coverage in the Commercial Policy (CPP1315652) is now \$100,000, up from \$25,000. This policy now includes an endorsement that names all volunteers as "employees", so it covers all members of the Fire Company and Auxiliary as well as District employees. This policy provides the desired "bonding" for the Fire Company President and Treasurer.
2. The endorsement in the Commercial Policy for additional bonding of the Fire District Treasurer and Deputy Treasurer has been deleted and the "Excess Government Crime policy (SU4530464A) has been revised to cover all "officers of the Fire District, Fire Company and Auxiliary up to a limit of \$2,000,000. This policy

provides the additional "bonding" for the Fire District Treasurer and Deputy Treasurer that the Board requires. In addition, it covers all other "non-compensated" officers of the District, Company and Auxiliary.

3. The premium costs for the revised policies will be shared with the Fire Company.

Commissioner Pettis 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 February 2018 and the listing of transactions approved and paid in February 2018 were given to Commissioner Bowman for verification.
2. Bank statements, reconciliations and check images for January 2018 were returned to the Treasurer.
3. Credit cards were issued to Assistant Chiefs Bowman and Vargas.
4. Preliminary audit fieldwork was completed by Bryans and Gramuglia on 03-01-18.

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

### **Chief's Report**

1. Re-keying Station #1A was tabled.
2. Commissioner Pettis made a motion for the following:
  - a. Five (5) members to attend the 6<sup>th</sup> Annual Fire service training conference April 6-8 at the State Fire Academy.
  - b. Three (3) members to attend the Water Rescue – Awareness Training course at Hillcrest on March 22.
  - c. One (1) member to attend a Rescue Technician Basic course at Coeymans Fire Department April 16 through May 30.
  - d. One (1) member to attend a Basic Wildland Suppression course at the Albany Pine Bush April 14.

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

3. Commissioner Pettis made a motion to purchase the following:
  - a. Equipment stickers for ETA-621 and ETA-622 from Hills Signs @ \$42 each for a total of \$84.
  - b. 9-volt batteries for SCBAs from the most cost-effective vendor.
  - c. Four (4) pairs of Dragon Fire Interior firefighters gloves from MES @ \$50-75 for a total of \$200 – 300.
  - d. Seven (7) pairs of insulated winter boots from Dick's Sporting Goods @ \$97.49 each for a total of \$682.43. These are part of the Fire Police equipment budgeted for 2018.

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

4. Commissioner Pettis made a motion for the following:
  - a. Car-629 or M-634 to go to the Fire Service Training Conference April 6-8
  - b. One member to use M-634 for the Basic Wildland Suppression course April 14.
  - c. One member to use M-634 for the Rescue Technician Basic course in April and March.
  - d. ETA-622 or ETA-625 to the training center on March 22 for Fire Officer support class.

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

5. Carl Visconti, Dave Pettis, Tim Brousseau and Mike Stanley were issued keys for Station #1A.
6. Commissioner Pettis made a motion to authorize pre-booking for up to six (6) members for the FH Expo in Nashville, TN on October 16-20<sup>th</sup>.  
Commissioner Casucci seconded the motion. The motion was carried unanimously.

### **Administrator's Report**

1. Two drivers will be needed for hose test.
2. Some members still need to complete the sexual harassment course.

### **New Business**

1. Received the following from Morgan Stanley:
  - a. Client statement for February 2018
  - b. Confirmation instructions
  - c. Copy of a letter for transfer of funds for back payments
2. Received a letter from Clifton Park requesting that daytime mutual aid responders be 18 years of age. This was given to the Chief.
3. Received a notice from MES that the SCBAs are due for flow testing. We are replacing these so we will wait on this. We are in the process of obtaining quotes for new SCBAs.
4. Hall rentals –
 

a. Jeanne George	07-27-18	fee waived
b. Silvia Marpicati (NYWEA)	03-13-18	fee not paid
	05-17-18	
	11-15-18	
5. Received a notice from the AFDCA of the 8<sup>th</sup> Annual Officers' Reception on Saturday, March 24<sup>th</sup> at the Waters Edge Lighthouse at 6:00. Commissioner Pettis will be attending.
6. The lawn contract will be advertised this month. The bids will be opened at the April meeting.

## **Miscellaneous**

1. The Commissioners and Officers will be meeting to discuss upcoming projects.
2. The water softener will be installed after the Company breakfast.
3. There was discussion on the parking lot at Station #1. The Commissioners will be meeting with Dewey DeSignor to discuss design, cost, etc.
4. We need to install an outlet over the TV at Station #2.
5. There was discussion on covering the windows near the gear at Station #2 because the sun is causing the gear to fade.
6. Smith's Garage sent pictures of the rust on the back bumper of the 2011 Impala.
7. Commissioner Pettis made a motion to hire Unlimited Construction Services for \$1,075 for the architectural stamp on the plans for the boat launch in the Preserve. Commissioner Casucci seconded the motion. The motion was carried unanimously.
8. The drive shaft for the generator on R-631 was rebuilt. The bearing was bad.
9. It is very difficult to obtain parts for ETA-622, which is an American LaFrance. Currently, the coolant valve is stuck in the open position.
10. There was discussion on writing a grant for a drone.
11. Commissioner Pettis made a motion to purchase from Amazon two (2) Intel Compute Sticks @ \$122.47 each for a total of \$244.94 and three (3) up grades to Windows Professional version @ up to \$100 each. Commissioner Casucci seconded the motion. The motion was carried unanimously.

## **Executive Session**

Commissioner Pettis made a motion to go into Executive Session for the purpose of discussing the employment history of a particular person pursuant to Public Officers Law – 105(f). Commissioner Casucci seconded the motion. The motion was carried unanimously.

A motion to adjourn the Executive Session was made by Commissioner Casucci. The motion was seconded by Commissioner Pettis and approved by a unanimous vote of the Board.

## **Adjournment**

Commissioner Casucci made a motion to adjourn. Commissioner Pettis seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:30 pm. The next meeting will be Monday, April 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

Martin Schanz, Chairman Pro-Tem  
Board of Fire Commissioners  
Vischer Ferry Fire District