

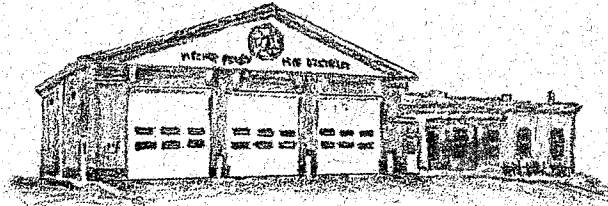
Vischer Ferry Fire District

Board of Fire Commissioners

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KEVIN K. BOWMAN
Chairman
CARLE 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, October 8, 2018.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District was convened on Monday, October 8, 2018 at 7:30 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Marty Schanz, Commissioner Andy Casucci, Commissioner Duane Lindsey, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Sarah deForest, Chief Phil Brousseau, Assistant Chiefs Kenny Bowman and Ed Vargas, Timmy Brousseau and Andy Stadel. Commissioner Pettis was absent.

Snowplow bids

One bid was received:

Bowman Enterprises	\$10,000
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Commissioner Schanz made a motion to hire Bowman Enterprises for snowplowing for the 2018-2019 season for \$10,000. Commissioner Casucci seconded the motion. The motion was carried unanimously. Commissioner Bowman abstained.

Bills

1. A listing of transactions numbered 12835 through 12879, for a total of \$25,262.29, was presented to the Board.

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

Old Business

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

corrections were that the Cub Scouts, not the Boy Scouts, will not use the hall after 2018 and Del Signore is spelled with an "e" at the end.

Treasurer's Report

1. Bank statements, reconciliations and check images for September 2018 and the listing of transactions approved and paid in September 2018 were given to Commissioner Bowman for verification.
2. Bank statements, reconciliations and check images for August 2018 were returned to the Treasurer.
3. Our five-year auditing contract with Bryans and Gramuglia will be ending at the end of December. Commissioner Schanz made a motion to approve an RFP for auditing services. Commissioner Casucci seconded the motion. The motion was carried unanimously.

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

1. There was discussion on SCBA. Commissioner Lindsey made a motion to go out to bid for thirty-six (36) packs, seventy-two (72) bottles and thirty-six (36) masks. Commissioner Casucci seconded the motion. The motion was carried unanimously. We will send our specifications to our attorney for review.

Chief's Report

1. Commissioner Schanz made a motion to approve George Donohue for active membership. Commissioner Lindsey seconded the motion. The motion was carried unanimously.
2. Commissioner Schanz made a motion to approve the following:
 - a. All members to go to the training center on Wednesday, October 10th.
 - b. All members to attend a drill with Clifton Park at the Bentley on Saturday, October 20th
 - c. AJ Rodriguez to attend the NY Basic Exterior Firefighting class at Burnt Hills from October 16 to December 20th.

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

3. Commissioner Casucci made a motion to purchase the following:
 - a. One (1) Rescue Jack chain from Res-Q-Jack for \$237.95. ****Carl – Phil has on his report that he is requesting 1 rescue jack, but has 2 for \$475.90. Will you clarify this please?*****
 - b. Medical supplies as attached.
 - c. One (1) Weddle tool from MES for \$1,427.16. This is a budgeted item.
 - d. Eight (8) ball caps from www.thefirestore.com @ \$20 each for a total of \$160.
 - e. One (1) coat, jacket and line from the Safety Warehouse LLC for approximately \$390.

- f. One (1) raincoat, hat and gloves from the Safety Warehouse LLC for approximately \$160.
- g. One (1) pair of boots from Dick's for Fire Police.
- h. Replace the sump pumps from Grainger
- i. One (1) charger for a pager from Wireless Ventures.
- j. One (1) arrow stick from www.abletoproducts.com for \$1,290.

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

4. Commissioner Lindsey made a motion to approve the following:
 - a. ETA-622, ETA-625, R-631 and M-624 to the training center on October 10th.
 - b. R-631 for the drill at the Bentley on October 20th.
 - c. ETA-625, M-624 and M-634 for Fire Prevention October 9 and 10th.
 - d. ETA-621 and ETA-625 to pick up poster winners on Thursday, October 25th.
 - e. ETA-621 and M-624 for the Schenectady Holiday Parade on November 17th.
 - f. M-624, R-631, Car-62 and Car-629 for the Toys-for-Tots convoy on November 25th.
 - g. Car-62 to Montour Falls on November 6-10. Chief Brousseau from 6-10 and Commissioner Casucci November 6-9.
5. Commissioner Lindsey made a motion to approve the following for live fire instructors:
 - a. Kenny Bowman
 - b. Tim Brousseau
 - c. Patrick Canale
 - d. Jason George
 - e. Tim Kimball
 - f. Mike Stanley
 - g. Mike Valada
 - h. Ed Vargas
 - i. Allen VanCleaf
 - j. Phil Brousseau
 - k. Marty Schanz
 - l. Andy Casucci
 - m. Amy Price

Commissioner Schanz seconded the motion. the motion was carried unanimously.

George Donohue arrived at 8:00.

Administrator's Report

1. The inspection of the stations and apparatus will be Wednesday, November 14th starting at Station #3 at 6:00 pm.
2. There are two sessions for Defensive Driving – October 23 and 30 and November 13 and 20.

George Donohue discussed the following:

1. He thanked the Commissioners for the new dishwasher at Station #1.
2. The shed at Station #1 is in the process of being moved to the Company's property.
3. There was discussion on using the left-hand side of the training room for storing uniforms.
4. We have not heard from the Cub Scouts concerning their charter.

George Donohue left at 9:00.

New Business

1. Received the client statement for September from Morgan Stanley.
2. Received the fire prevention inspection forms from the Town of Clifton Park.
3. Received the legal notice for the budget hearing.
4. Received the minutes of the September 20, 2018 meeting of the Emergency Services Advisory Board.
5. Received a confirmation of instructions from Morgan Stanley.
6. Received the Penflex, Inc. 11/1/2018-10/31/2019 Service Agreement
7. Received information on the Association of Fire Districts fall workshop November 10th and 11th. This will be held at the Westmere Fire District in Albany. Commissioner Casucci will attend.
8. Received a copy of a letter from Chief Brousseau to Senator James Tedisco asking for grant money for water/ice rescue equipment.
9. Received hard copy e-mails from a member regarding use of the hall.

Miscellaneous

1. Received the proposal for surveying services and preliminary wetlands for Station #3 from Environmental Design.
2. The Administrator will send out the out-of-date meters for calibration.
3. Received the apparatus and equipment maintenance tracking log. This is attached to the minutes.
4. We will advertise for a maintenance person.
5. ETA-621 will be going to VRS, who will replace the compressor.
6. We are waiting for Governor Cuomo to release the funds for the boat launch in the Vischer Ferry Nature Preserve.
7. We received one quote from Adams for \$6,950 to replace the air conditioner at Station #1. We need to obtain more quotes.
8. Members going to the Fire Expo in Tennessee will be using per diem for meals.
9. The ice machine at Station #1 was repaired by Saratoga Supply.
10. Some chairs in the work room at Station #1 are broken.
11. Received information from Turnout Express for gear.

Recess

Commissioner Lindsey made a motion to recess the meeting until Tuesday, October 16 immediately after the Budget Hearing. Commissioner Schanz seconded the motion. The motion was carried unanimously.

Budget Hearing

The Public Hearing for the 2019 budget of the Vischer Ferry Fire District was held on Tuesday, October 16, 2018 at 7:30 pm in the Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Andy Casucci, Commissioner Duane Lindsey, Treasurer Carl Visconti and Secretary Karan Donohue.

Commissioner Casucci made a motion to open the public hearing. Commissioner Lindsey seconded the motion. The motion was carried unanimously.

Members of the public attending were James Baisley, Dean Fricke, and Trent Selenic. Mr. Baisley asked if any capital reserve funds were coming.

Commissioner Casucci made a motion to close the public hearing. Commissioner Lindsey seconded the motion. The motion was carried unanimously.

The October 8, 2018 meeting of the Vischer Ferry Fire District was reconvened on Tuesday, October 16, 2018 at 8:00 pm. Those in attendance were Commissioner Kevin Bowman, Commissioner Andy Casucci, Commissioner Duane Lindsey, Treasurer Carl Visconti and Secretary Karan Donohue. Those absent were Commissioner Marty Schanz and Commissioner Dave Pettis.

Commissioner Duane Lindsey made a motion to approve the proposed 2019 budget. Commissioner Casucci seconded the motion. The motion was carried unanimously.

Adjournment

Commissioner Casucci made a motion to adjourn. Commissioner Lindsey seconded the motion. The motion was carried unanimously. The meeting was adjourned at 8:05. The next meeting will be Monday, November 12, 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