

Vischer Ferry Fire District

Board of Fire Commissioners

GEORGE F. DONOHUE
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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, November 14, 2016.

The meeting convened on Monday, November 14, 2016 in the Commissioners' room at Station #2. Those in attendance were Kevin Bowman, Marty Schanz, Duane Lindsey, Nelson Peat, Carl Visconti – Treasurer, Karan Donohue - Secretary, Sarah deForest – Administrator, Chief Phil Brousseau, Assistant Chief Kenny Bowman, Tim Kimball, and Jeanne Forkeutis from Morgan Stanley.

Jeanne Forkeutis discussed the following:

1. The current value of our investments with Morgan Stanley, as of 11-11-16, is \$1,732,979.38.
2. The net return, which is annualized for periods over 12 months, is 4.15%, which is better than our benchmark.
3. We have had \$386,289.33 in earnings from 1-18-11 to 11-11-16.
4. Mutual funds are up 4.72%.
5. All CDs show gains. Newer CDs show lower coupons.
6. The CDs cover our payouts.
7. Jeanne made recommendations to replace some funds and rebalance our portfolio and payouts:

Duane Lindsey made a motion to replace Invesco Small Cap Value Fund with Nuveen Small Cap Value Fund and rebalance mutual fund portfolio and raise two months of payouts. Nelson Peat seconded the motion. The motion was carried.

8. There is approximately 2,600 in the money market portion of the Apparatus and Equipment Capital Reserve Fund account. This will be converted to a CD.
9. Our next meeting with Jeanne will be Monday, May 8, 2017.

Jeanne left at 7:55.

Snowplow Bids

- | | |
|----------------------------------|----------|
| 1. Huntwood Properties | \$ 8,730 |
| 2. Barry Ballard | 27,500 |
| 3. Bowman Enterprises | 10,000 |
| 4. Eco-Quality Landscaping, Inc. | 8,600 |

Marty Schanz made a motion to hire Bowman Enterprises for \$10,000 for snowplowing for 2016-2017. Nelson Peat seconded the motion. The motion was carried. Kevin Bowman abstained.

Bills

1. A listing of transactions for approval numbered 11542 to 11581 was presented to the Board.

Nelson Peat made a motion to pay the bills. Duane Lindsey seconded the motion. The motion was carried.

Old Business

Marty Schanz made a motion to approve the minutes, with corrections. Nelson Peat seconded the motion. The motion was carried. The correction was instructions for the use of the button on the pump panel for ETA-621 should be ETA-622.

Treasurer's Report

1. Bank statements and account reconciliations for October 2016 and the listing of transactions approved and paid in October were submitted to Commissioner Donohue for verification.
2. The new Service Award Program Point System document needs to be distributed to all LOSAP participants. Sarah will make copies for distribution to the Vischer Ferry Fire Company membership at the December meeting.
3. Invoices were sent to Clifton Park and Jonesville Fire Districts for 2016 fire prevention costs.

Nelson Peat made a motion to accept the Treasurer's report. Marty Schanz seconded the motion. The motion was carried.

Chief's Report

1. Phil will speak to a member who continually uses the computer in the radio room at Station #1.
2. Marty Schanz made a motion to purchase the attached equipment for the Res-Q-Jack equipment for a total of \$780.40. Duane Lindsey seconded the motion. The motion was carried.
3. Marty Schanz made a motion to approve the following:
 - a. Use of R-631 for the Toys-for-Tots Convoy on November 27, 2016 in Saratoga Springs
 - b. All apparatus for a Santa Claus detail on December 10, 2016

Nelson Peat seconded the motion. The motion was carried.

Administrators Report

1. All Commissioners and Officers memberships in NYSAFC will be renewed.
2. Computer Renaissance will be coming on Thursday to address the computer issues.

New Business

1. Received an engagement letter from Hannigan Law Firm PLLC. Marty Schanz made a motion to hire Hannigan Law Firm PLLC to represent the Vischer Ferry Fire District for 2017. Nelson Peat seconded the motion. The motion was carried. Our current attorney will be retiring at the end of the year.
2. Received the legal notice as posted in the Gazette for the Commissioner election on December 13, 2016.
3. Hall rentals -

a. Jason George	11-06-16	fee waived	
b. Jason George	12-18-16	fee waived	
c. Maureen Jebb	11-24-16	Pd ck #622	\$275
d. Kim Berube	11-13-16	Pd ck #5004	\$175
e. Sridhar Pentyala	11-12-16	Pd ck#197	\$275
f. Gautam Bandyopadhyay	12-09-16	Pd ck#1071	\$275
4. Received a nominating petition from Andrew Casucci for Commissioner.
5. Received notification of confirmation of check issuance for a member for LOSAP payout.
6. Received a cancellation of certificate of Workers' Compensation Insurance from Wade Electric.
7. Received the client statement from Morgan Stanley for October 2016.
8. Received the third quarter 2016 report from Morgan Stanley.
9. Received a service call report from Air Compressor Engineering.
10. Received the letter of credit from TD Bank.
11. Received the revised contract for central monitoring from Sanders Fire & Safety. Marty Schanz made a motion to sign the contract with Sanders Fire & Safety for central monitoring for all three stations for \$1,000, emergency service calls, weekends, and holidays for \$135 per hour and technician hourly rate at \$90 per hour. Duane Lindsey seconded the motion. The motion was carried.
12. Received the minutes of the Vischer Ferry Fire Company for October 5, 2016.
13. Received the legal notice from the Gazette for the budget hearing.
14. Received a policy amendment from Republic Franklin Ins. Co. for an additional premium for the new Tahoe (\$217) and the Vischer Ferry Fire Company picnic (\$31). We do not need the property floater coverage because there was no admission charge to the picnic.

Miscellaneous

1. Some of the fascia is off at Station #3.
2. Both shop vacs at Station #1 are broken. Duane Lindsey made a motion to purchase two shop vacs at Lowes. Marty Schanz seconded the motion. The motion was carried.
3. The clean outs at Station #3 were plugged. They need to be cleaned out. The floor drain is connected to the sewer or dry well. Crushed stone has to be put around the outside of the building to keep the roof water runoff from the drain.
4. Life Song will be having a "thank you" luncheon on November 18 at West Crescent to thank all who they help.
5. We are in the final stages of the sign grant.
6. Marty will be sending in the SCBA grant on Wednesday. He will be asking for replacement of the current packs in our inventory. Awarding of the grants will start in December.
7. The heating system at Station #1 should be checked before winter.
8. We will be putting a lock on the storage door at Station #3.
9. The Fire Expo in Tennessee was very good.
10. Received a quote from MES for a booster line. Duane Lindsey made a motion to purchase one 50' length of yellow reel lite hose from MES for \$135. Marty Schanz seconded the motion. The motion was carried. This is for F-633.
11. The battery chargers on ETA-626 and ETA-625 were replaced.
12. The ABS alarm on ETA-626 keeps going off.
13. The lights are out in the back room at Station #3.
14. The inspection dinner is tomorrow night at the Century House. We will begin at Station #1 at 6:00.
15. The buttons are sticking on the phones at Station #1. It is time to replace the phones.

Adjournment

Duane Lindsey made a motion to adjourn. Marty Schanz seconded the motion. The motion was carried. The meeting adjourned at 9:35. The next meeting will be Monday, December 12, 2016 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