

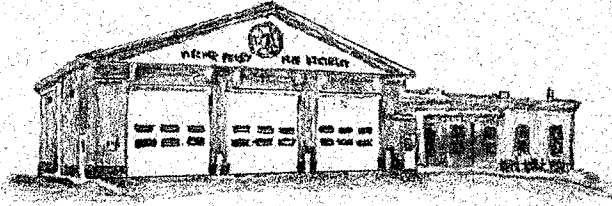
# Vischer Ferry Fire District

## Board of Fire Commissioners

ANDREW J. CASUCCI  
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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, March 13, 2017 at 7:30 pm in the Commissioners' room at Station #2.

The meeting convened on Monday, March 13, 2017 at 7:30 pm in the Commissioners' room at Station #2. Those in attendance were Kevin Bowman, Marty Schanz, Andrew Casucci, Nelson Peat, Duane Lindsey, Carl Visconti-Treasurer, Karan Donohue-Secretary, Sarah deForest-Administrator, Chief Phil Brousseau, and Kenny Bowman.

### **Bills**

1. A listing of transactions for approval numbered 11804 through 11850 was presented to the Board.

Marty Schanz made a motion to pay the bills. Nelson Peat seconded the motion. The motion was carried.

### **Old Business**

Nelson Peat made a motion to approve the minutes. Duane Lindsey seconded the motion. The motion was carried.

Roger Saddlemire from Avis Insurance was present to give us our insurance binder. He discussed the following:

1. Station #1A has been blanketed (contents and building) on our regular policy. We will have a credit coming to us because the value for all was decreased.
2. The Jeep has been removed from our policy and a credit will be issued.
3. Our three chief vehicles were not insured for replacement cost (the three chief vehicles). They are insured as regular vehicles. The equipment in the vehicles is covered under mobile equipment.

4. The policy for the excess bond is included, as well as health and life (Provident policy).
5. The coverage for Station #1 was increased to \$2,400,000.
6. We do not have earthquake coverage.

### **Treasurer's Report**

1. Bank statements, account reconciliations and check images for February 2017 and the listing of transactions approved and paid in February 2017 were given to Commissioner Bowman for verification.
2. Bank statements and account reconciliations for January 2017 and the listing of transactions approved and paid in January 2017 were returned to the Treasurer.
3. Bryans and Gramuglia, CPAs, completed the field work for the 2016 audit. It was noted that the grant money should count as income. It changes the 2016 General Fund revenue and expenditures amounts, but not the year-end balance. We will receive their report in May and they will be back in June to discuss details. We have one more year left on our current five-year audit contract. A new RFP will be required in 2018.
4. Carl inquired with Trustco Bank about banking services and interest rates. Their rates are higher than we currently have now. Most banks interest rates are comparable. TD Bank has stated they will be increasing our earnings credit rate soon, so our net bank fees will be reduced. Carl suggested not changing banks because of the associated costs.
5. There is a seminar for treasurers and commissioners in Oneonta on April 6<sup>th</sup>. Kevin, Carl and Karan will be attending.

### **Chief's Report**

1. Duane Lindsey made a motion to purchase the following:
  - a. 600' of water rescue rope from Marsars @ \$276 each for a total of \$552 plus S&H.
    - i. One (1) laptop (pending smart board compatibility) for \$500, Norton anti-virus software (one year subscription) for \$100 and Office Home & Student 2016 for \$149 for a total of \$750.
  - b. Two (2) 2½" tank fill line adapters from Fire Hose Direct @ \$241 each for a total of \$482.
  - c. One (1) root/cellar nozzle from www.A-FAST1.com for \$475.
  - d. A remote car starter for Assistant Chief Canale's vehicle, from Custom Audio and Radio, not to exceed \$300.
  - e. EMS supplies from Moore Medical:
 

i. One (1) box of medium gloves	\$16.29
ii. Three (3) boxes of large gloves @ \$16.29ea	48.87
iii. Three (3) boxes of x-large gloves @ \$16.29ea	48.87
iv. Two (2) boxes small gloves @ \$16.29ea	48.87
v. One (1) child epi-pen	615.00
vi. One adult epi-pen	615.00

vii. One (1) Defibrillation Electrode kit	117.00
viii. One (1) lithium dioxide battery pack	341.00
ix. One (1) edge system electrodes	40.00
x. Two (2) AED Batteries	@ \$169 ea. 338.00
xi. Six (6) pads	@ \$56 ea 336.00
xii. Three (#) Obstetrical kits	@ \$9.89 ea 29.67

For a total of \$3,278.28.

2. Twelve (12) Nomex hoods from MES @ \$28 each for a total of \$336.
  3. Twenty-four (24) safety glasses @ \$10.39 each for a total of \$249.36.
  4. Six (6) storage bags for the safety glasses @ \$22.46 each for a total of \$134.76.
- Andy Casucci seconded the motion. The motion was carried.
5. Marty Schanz made a motion to purchase a roof ladder operating platform from A-FAST1 for \$550. Duane Lindsey seconded the motion. The motion was carried.

### **Administrator's Report**

1. The key box at Station #1 will be moved to Station #2.
2. Received two (2) quotes for SCBA; both quotes reference NYS contracts:
  - a. B-Lann 6 packs 12 bottles 6 facepieces \$41,694.98
  - b. MES " " " 51,977.52

A mask with a TIC would be \$1,000

6. We need to purchase six (6) SCBA to outfit the chiefs' vehicles and for replacement of aging units. Marty Schanz moved and Andrew Casucci seconded the following resolution that six Self-Contained Breathing Apparatus be purchased from B-Lann for \$41,694.98, as budgeted, with monies from the Apparatus and Equipment Capital Reserve Fund not to exceed \$40,000 and \$1,694.98 out of the Operations Fund.

The Secretary called the roll:

Chairman Kevin Bowman	yes
Commissioner Marty Schanz	yes
Commissioner Andrew Casucci	yes
Commissioner Duane Lindsey	yes
Commissioner Nelson Peat	yes

The resolution was approved.

### **New Business**

1. Received a copy of a completed single audit certification form filed with Homeland Security and Emergency Services.
2. Received the client statement for February 2017 from Morgan Stanley.
3. Received the laboratory report compressed air/gas quality testing from TRI Air Testing, Inc.
4. Received notification of training sponsored by AFDSNY on April 20-22 at the Desmond. Marty will be attending on Friday, April 21<sup>st</sup>.

5. Marty Schanz made a motion to accept the communication policy as written. Andrew Casucci seconded the motion. The motion was carried.
6. Hall rentals –
 

Michelle Daigle	04-29-17	pd ck #359/360	\$275
Jeanne Sciocchetti	05-07-17	pd ck #1439	275
7. Received a price quote from H&V AutoBody, Inc. for \$8,618.49 for repair work for M-624.
8. Received a diagram of the floor drains at Station #3
9. Received the lawn maintenance specs. The bids will be opened at 7:30 on Monday, April 10, 2017.

### **Miscellaneous**

1. There was discussion on the disposition of chiefs' vehicles as new vehicles are acquired. Marty Schanz made a motion that the vehicle will stay with the position. Nelson Peat seconded the motion. The motion was carried.
2. There was discussion on updates to Station #3. There will be a meeting on March 20<sup>th</sup> at 7:30 to discuss options.
3. The air compressor control pressures are 25 psi less than what is required. The pictures of the control box were sent to Air Compressor Engineering.
4. A firefighter's personal flashlight was lost at a call. There was discussion on this and Kevin will call Attorney Hannigan regarding reimbursement.
5. Time Warner is now called Spectrum. We should call for a new contract.
6. The alternator on the generator at Station #1 needs replacing. Guerin will be doing this.
7. Hose test is scheduled for Wednesday, June 7.
8. There are new reference manuals for the gauges on ETA-621. These will be kept on the truck.
9. The iPads on ETA-622, F-623 and Car -62 will be going in service on Wednesday, March 15.
10. The cost of data from Verizon for the iPads is \$40 per month per iPad.
11. Andy has completed Commissioner training.
12. Page Tech is a company that can set up a computer to our frequency so we can hear the exact message from Fire Com, leave a channel open, will still work if iamresponding goes down. There are also other features. We will do a 30-day trial to see if it suits our needs.

### **Adjournment**

Nelson Peat made a motion to adjourn. Duane Lindsey seconded the motion. The motion was carried. The meeting adjourned at 9:35 pm. The next meeting will be Monday, April 10, 2017 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