

Vischer Ferry Fire District

Board of Fire Commissioners

750 GROOMS ROAD
REXFORD, NEW YORK 12148

TEL: (518) 371-2167
FAX: (518) 371-2117

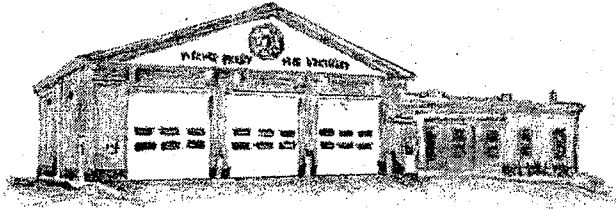
GEORGE F. DONOHUE
DUANE LINDSEY
NELSON E. PEAT
MARTIN SCHANZ

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, April 11, 2016.

The meeting convened on Monday, April 11, 2016 at 7:30 pm 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, Chief Phil Brousseau, Assistant Chiefs Patrick Canale and Kenny Bowman, Tim Kimball, Mark Sowalsky, Alex Plastini and Tony Fiorillo from Penflex, Inc.

Mr. Fiorillo discussed the following:

1. Contributions have increased for all who are involved in a LOSAP program.
2. We have consistently increased our contribution by 5% yearly. We have an excellent plan and are the right path to be 100% funded.
3. We have a cap of 30%. 40 years is the maximum cap.
4. 1/3 of our investments are in CDs and bonds, with good interest. They will all come due by the end of 2017 and so will our good interest rates, too.
5. We have a conservative investment portfolio.

Mr. Fiorillo left at 7:45.

Bills

1. A listing of transactions for approval numbered 11144 through 11192 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. Nelson Peat seconded the motion. The motion was carried.

1. We have not yet received a check for \$525 from Daniel Durfee for hall rental.

Treasurer's Report

1. Bank statements and account reconciliations for March 2016 and the listing of transactions approved and paid in March were sent to Commissioner Donohue for verification.
2. Bank statements and account reconciliation for February 2016 and the listing of transactions approved and paid in February were returned to the Treasurer.

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

Chief's Report

1. Marty Schanz made a motion to purchase the following:
 - a. One (1) helmet shield from Paul Conway.
 - b. Two (2) hot sticks from HotSticks USA, Inc. @ \$300 each for a total of \$600.
 - c. One (1) PFD from Stearns for \$85.
 - d. One (1) parka from Occulux for \$130.Nelson Peat seconded the motion. The motion was carried.
2. Marty Schanz made a motion for the following:
 - a. Five (5) firefighters to attend the Chiefs' show at Turning Stone June 15-18. Non-members of the NYS AFC must become members before attending the show.
3. One (1) firefighter to attend National Firefighter 1 & 2 Certification at the NYS Fire Academy July 23-24. He will pay for the course himself.
4. Duane Lindsey made a motion to purchase three (3) Wi-Fi extenders from Staples for approximately \$15 each for a total of \$45. Nelson Peat seconded the motion. The motion was carried.
5. Marty Schanz moved and Nelson Peat seconded a resolution for an updated Saratoga County Mutual Aid Plan. The Secretary called the roll:

Kevin Bowman	yes	
George Donohue		absent
Marty Schanz	yes	
Duane Lindsey	yes	
Nelson Peat	yes	

The resolution was adopted.

Administrator's Report

1. We have not yet received a contract from Sanders. They will be returning for some unresolved issues.
2. Attorney Wayne Burton has requested the specs for the sign for review.
3. Attorney Wayne Burton has recommended and written an Equal Employment Opportunity Policy. Marty Schanz moved and Duane Lindsey seconded a resolution for an Equal Employment Opportunity Policy. The Secretary called the roll:

Kevin Bowman	yes	
George Donohue		absent
Marty Schanz	yes	
Duane Lindsey	yes	
Nelson Peat	yes	

New Business

1. We received notice from Jeanne Forkeutis that two CDs are coming due, along with recommendations. Marty Schanz made a motion to purchase the following:
 - a. \$40,000 1 year 0.70%
 - b. \$30,000 2 years 1.00%Duane Lindsey seconded the motion. The motion was carried.
2. Hall rentals –
 - a. Bill LaRose 04-16-16 fee waived
 - b. Jenifer Archambeault 04-23-16 Pd ck # 312 \$275
 - c. Arleen Brinkmoeller 06-04-16 Pd ck # 458 & 459 \$275
 - d. Jeanne Sciocchetti 05-01-16 Pd ck # 1432 \$275
 - e. Kevin Bowman 05-15-16 fee waived
3. Received a check (#06478464 for \$113.38) for reimbursement from FED EX for a damage claim. (pike pole)
4. Received the 1099 Consolidated Tax Statement Tax Year 2015 from Morgan Stanley.
5. Received the 1099-OID, REMIC Tax Statement Tax Year 2015 from Morgan Stanley.
6. Received the client statement for March 2016 from Morgan Stanley.
7. Received the unemployment experience rating charges for an active unemployment claim.
8. Received certificates of insurance from LifeSong, Inc.
9. Received the Letter of Credit from TD Bank.
10. Received the minutes of the March 17, 2016 meeting of the Emergency Services Advisory Board.
11. Received the 2015 Form 1099 for the LOSAP.
12. Received a letter from the NYS Department of Environmental Conservation advising us that a representative from Camp, Dresser, and McKee will be contacting us to schedule a compliance inspection at Station #1.

13. Received a letter from Upstate NY Plow and Truck Body explaining their products.
14. Received the minutes of the March 2, 2016 meeting of the Vischer Ferry Fire Company.
15. Received a LENS notification that has been satisfied.
16. Received quotes for truck maintenance:
 - a. VRS \$88 hourly rate
 - b. Upstate NY 75 " "
 - c. Vandermollen 85 " "

We will stay with VRS.
17. Received *Fire District Affairs* for April – May 2016.

Miscellaneous

1. The key box at Station #1 should be moved to Station #2.
2. Received a draft of a letter to Supervisor Phil Barrett, asking for a no passing zone in front of Station #2. This has to be presented to the Town Board.
3. Attorney Wayne Burton has researched the sign grant. We need a sequence of events. Marty will be filing first for the first two tablets, then purchase the sign. We will have to determine what the sign will be placed on:
4. The review for the SCBA grant is starting.
5. ETA-622 and ETA-625 need to have pump test done. Nelson Peat made a motion to have VRS perform pump test and annual service on ETA-622 and ETA-625 @ \$375 per truck for a total of \$750. The valves will be lubricated.
6. TA-626 passed pump test for a 1250 gpm pump. The numbers for the pump have not changed in two years.
7. An updated punch list for ETA-621 was sent to VRS. Wayne Burton will write a letter to Toyne regarding the ladder lift.
8. The fire escape at Station #1 is starting to rust. Sarah will research who can repair this.
9. We need a KD 1 key for the underground tanks.
10. The southwest truck room door at Station #2 isn't working.
11. The Station #1 photocells are out for the flag light and the entry doors. The light under the porch at Station #2 is out.
12. Marty Schanz made a motion to purchase three (3) mounts (base stands with spring holders) for iPads @ \$100 each for a total of \$300. Duane Lindsey seconded the motion. The motion was carried.
13. MES does not tell the actual price of gear, only that it is 30% off list price. Marty Schanz made a motion to purchase eight (8) sets of gear from MES on state contract. Nelson Peat seconded the motion. The motion was carried.

Lawn Bids

1. ECO Quality Landscaping	St #2	24x\$90	\$2,160
	St #3	24x 45	<u>1080</u>
			\$3,240

2. 3 E's Landscaping	St #2	25x\$45	\$1,125
	St #3	25x 40	<u>1,000</u>
			\$2018.75
	(Reflects a 5% preseason booking discount)		
3. JP's Cutting Edge	St #2	Mowing	\$ 480
		Mulch	<u>770</u>
			\$1,265
4. High Tech Lawn & Snow	St #3	Mowing	\$ 780
		Mulch	<u>1,125</u>
		Total	\$1,905

Duane Lindsey made a motion to hire 3 E's Landscaping for \$2,018.75. Marty Schanz seconded the motion. The motion was carried.

Recess

Duane Lindsey made a motion to recess. Marty Schanz seconded the motion. The motion was carried. The meeting will reconvene on Monday, April 25, 2016 at 7:00.

Reconvene

The Monday, April 11, 2016 meeting of the Vischer Ferry Fire District reconvened at 7:00 pm on Monday, April 25, 2016 in the Commissioners' room at Station #3. Those in attendance were Marty Schanz, Duane Lindsey, Nelson Peat, Carl Visconti-Treasurer and Karan Donohue-Secretary.

Marty Schanz, chairman pro tem, called the meeting to order.

Nelson Peat moved and Duane Lindsey seconded by resolution, to approve the sign specs. The Secretary called the roll:

Kevin Bowman		absent
George Donohue		absent
Marty Schanz	yes	
Duane Lindsey	yes	
Nelson Peat	yes	

The auditor will have the audit completed by May 9th. Robert Gramuglia will be coming to our next meeting to discuss the audit.

Adjournment

Nelson Peat made a motion to adjourn. Duane Lindsey seconded the motion. The motion was carried. The meeting was adjourned at 7:30 pm. The next meeting will be Monday, May 9, 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
Marty Schanz, Chairman Pro Tem
Board of Fire Commissioners
Vischer Ferry Fire District