

Vischer Ferry Fire District

Board of Fire Commissioners

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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, August 8, 2016.

The meeting convened on Monday, August 8, 2016 at 7:30 pm in the Commissioners' room at Station #2. Those in attendance were Kevin Bowman, George Donohue, Marty Schanz, Duane Lindsey, Nelson Peat, Carl Visconti-Treasurer, Karan Donohue-Secretary, Sarah deForest-Administrator, Chief Phil Brousseau, Assistant Chief Patrick Canale, Hilary Canale, and Timmy Brousseau.

Bills

A listing of transactions for approval numbered 11354 through 11393 was presented to the Board. George Donohue made a motion to pay the bills. Nelson Peat seconded the motion. The motion was carried.

Old Business

George Donohue made a motion to approve the minutes. Nelson Peat seconded the motion. The motion was carried.

1. The meeting for the preliminary budget will be Monday, August 29, 2016 at 7:30 pm in the Commissioners' room at Station #2.

Treasurer's Report

1. Bank statements and account reconciliations for July 2016 and the listing of transactions approved and paid in July 2016 were given to Commissioner Donohue.
2. Bank statements and account reconciliations for June 2016 and the listing of transactions approved and paid in June 2016 were returned to the Treasurer.

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

Chief's Report

1. Duane Lindsey made a motion to approve four (4) members to attend the Firehouse Expo in Nashville, TN from October 18-21. Costs are as follows:
 - a. The District will pay for four registrations @ \$405 each for a total of \$1,620.
 - b. The District will pay for four hotel reservations @ \$229 per night for four nights for a total of \$3,664.
 - c. Meals are \$59 per diem allowance.
 - d. Travel costs will not be reimbursed by the District.George Donohue seconded the motion. The motion was carried.
2. George Donohue made a motion to purchase the following:
 - a. Res-q-Jacks from Extrication Concepts, Inc. to match the District standard equipment for \$9,963.
 - b. One (1) Helmet shield from Paul ConwayMarty Schanz seconded the motion. The motion was carried.
3. George Donohue made a motion for the following:
 - a. One (1) member attend MacBoston's Day of Training on Saturday, September 17, 2016 at the Training Center.
 - b. Several members to attend a NYSAFC Media Relations and Human Resource Skills Training seminar on September 17th at the Clifton Park firehouse.Nelson Peat seconded the motion. The motion was carried.
4. There was discussion on the constitution of the Vischer Ferry Fire Company. This was tabled.

Administrator's Report

1. Received three quotes for lights and equipment for the new Chief's vehicle:

a. Upstate NY Plow and Truck Body	\$ 9,866.97
b. Wireless Ventures	11,091.00
c. Niskayuna Tire and Service	9,389.72

The Niskayuna Tire bid did not comply with the District specification and was disqualified. George Donohue made a motion to hire Upstate New York Plow and Truck Body for option #1 of the quote to outfit the new Chief's car for \$9,866.97. Marty Schanz seconded the motion. The motion was carried.

New Business

1. Received *Fire District Affairs* for August and September.
2. We will start advertising the sale of the Jeep.
3. We will contact Sanders and have them send a new contract for 2017 for monitoring the stations.
4. Received the client statement for July 2016 from Morgan Stanley.
5. Received the confirmation of recurring outgoing funds transfer, confirmation of check issuance, confirmation of outgoing funds transfer and summary of consulting group advisor plan review.

6. Received the minutes of the July 6, 2016 meeting of the Vischer Ferry Fire Company.
7. Received a notice from Saratoga County Real Property Tax Services notifying us that our expenditure for 2016 is \$875,350.56.
8. Received the hose testing report from Waterway.
9. Received the USPS receipt for a certified letter sent to Lars Pennartz.
10. Received letters from Morgan Stanley authorizing two members to begin receiving their monthly payments.
11. Received the letter of credit from TD Bank.
12. Received a certificate of insurance from Sanders Fire and Signal.
13. Hall rental -

d. Allen VanCleaf	07-07-17– 07-08-17	fee waived
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Miscellaneous

1. Received three quotes for trimming and weeding all three stations:

a. Codys Landscaping and Family...	\$850
b. Corey DiCaprio	950
c. Superior Landscaping	950

George Donohue made a motion to hire Superior Landscaping for \$950 for landscaping all three stations. Marty Schanz seconded the motion. The motion was carried
2. Kevin discussed duties with Life Song and asked them to stay in the truck room.
3. The stability light is on in the current Chief's car (2006 Tahoe). This is not a safety issue.
4. We need to purchase a cage for the current Chief's car (2006 Tahoe) when it is converted to a Fire Police vehicle
5. The sign will be started on Wednesday, August 10th. The electrician will check out the wires to the sign when the sign arrives
6. If we do not receive a letter of rejection for the SCBA grant by the week of August 15th we may be okay. If we are rejected, we will fix the problem and refile. Our packs are due for bench testing next year.
7. VRS tested ETA-621 and there were no failures on putting the truck into pump gear. You have to wait a short time before putting the truck into pump gear and the truck won't stall.
8. The new windshield for ETA-621 is in. This is to replace the current one that has a stone chip in it. The new ladder brackets are also in.
9. Several members demoed a wireless pump operator headset. The headset worked very well. These are made by Motorola and MES is the distributor.
10. We need under cabinet lights in the workroom at Station #1.
11. There is a shortage of tools in the toolbox at Station #1. George will replenish the tools.

George Donohue made a motion to recess the meeting until Monday, August 29, 2016 at 7:30 pm. Marty Schanz seconded the motion. The motion was carried

Reconvene

The August 8, 2016 meeting of the Board of Commissioners of the Vischer Ferry Fire District reconvened on Monday, August 29, 2016 in the Commissioners' room at Station #2. Those in attendance were Kevin Bowman, George Donohue, Marty Schanz, Duane Lindsey, Nelson Peat, Carl Visconti-Treasurer, Karan Donohue-Secretary, Chief Phil Brousseau and Assistant Chief Kenny Bowman.

Budget

There was discussion on the preliminary budget for 2017. The tax levy limit for 2017 is \$902,584. General Fund budget items for 2017 were discussed. The worksheet used to determine the preliminary budget is an attachment to the minutes.

George Donohue made a motion to adopt the preliminary 2017 operations budget for \$892,045. The tax levy will be \$888,545. Duane Lindsey seconded the motion. The motion was carried.

1. The Bauer unit may need maintenance. George will check to see if he can find the problem first.
2. The sign will be installed September 8th.

Adjournment

George Donohue made a motion to adjourn. Marty Schanz seconded the motion. The motion was carried. The meeting adjourned at 9:05 pm. The next meeting will be Monday, September 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