

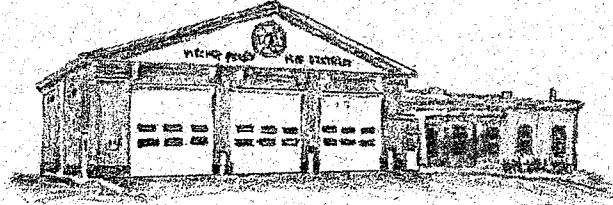
Vischer Ferry Fire District

Board of Fire Commissioners

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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, May 14, 2018.

The monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District was convened on Monday, May 14, 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 and Commissioner Dave Pettis, Carl Visconti – Treasurer, Karan Donohue – Secretary, Sarah deForest – Administrator, Chief Phil Brousseau, Assistant Chief Kenny Bowman and Jeanne Forkeutis – Morgan Stanley.

Jeanne discussed the following:

1. The Market has been up and down.
2. The Federal Reserve Board has raised the interest rates. This is better for CDs and will help us meet 5% returns.
3. Performance report:
 - a. The weighted rate of return is .30%.
 - b. We are positive on the plan for the year.
 - c. The 6% assumption rate was met over the last six years.
 - d. The Ending Total Value from 01-18-11 - 05-11-8 is \$1,988,812.51, for a return of 5.07%. We have had \$586,022.46 in earnings over the last six years.
4. Agenda
 - a. We have \$187,727 in available cash. The monthly payout is \$10,160.
 - b. Replace the Franklin Mutual Global Discovery Fund with John Hancock International Growth Fund.
 - c. Add in 4% allocation to T Rowe Price Mid Cap Growth Fund by reducing Mid Cap Value Fund to 4%.
 - d. Add in 3% allocation to Virtus KAR Small Cap Growth Fund by reducing Small Cap Value Fund to 3%.
 - e. Add \$20,000 to mutual funds and rebalance.

- f. Invest \$150,000 into CDs as follows:
 - i. 65,000 + 40,000 = 105,000 2019
 - ii. 60,000 + 50,000 = 110,000 2020
 - iii. 50,000 + 60,000 = 110,000 2022

150,000

- 5. A \$60,000 CD is maturing in June.
- 6. We have 45% in equities, with not a lot of risk. This should do well when the market is up.
- 7. Our funding ratio is 84%.

Commissioner Schanz made a motion to follow b. through f. of the Agenda. Commissioner Lindsey seconded the motion. The motion was carried unanimously.

Jeanne left at 8:10 pm.

Bills

- 1. A listing of transactions numbered 12580 through 12627, totaling \$41,153.35 was presented to the Board.

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

Old Business

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

Treasurer's Report

- 1. Bank statements, reconciliations and check images for April 2018 and the listing of transactions approved and paid in April 2018 were given to Commissioner Bowman for verification.
- 2. Bank statements, reconciliations and check images for March 2018 were returned to the Treasurer.
- 3. Commissioner Schanz sent information to MES concerning the wireless headsets. Commissioner Pettis made a motion to accept. Commissioner Casucci seconded the motion. The motion was carried unanimously.

Chief's Report

- 1. Commissioner Pettis made a motion for the following:
 - a. Interested members to attend an Active Shooter drill at West Crescent on Monday, May 14.
 - b. One (1) member to attend Firefighter Boot Camp in Albany County from July 9 to August 17th. There is a \$40 enrollment fee.
 - c. Two (2) members to attend Accident Victim Extrication Training (AVET) at Pine Grove May 29, 31 and June 2.

- d. Host a training session on June 20th at Station #1 entitled "You as a Firefighter and Cancer" taught by Chief Mahlon Irish, Jr. The cost of the course is \$500.
- e. Chief Brousseau to attend the NYS Fire Investigators Chapter 23 IAAI Spring Seminar in Niagara Falls may 15-18:
 - i. Registration \$160
 - ii. Hotel Sheraton (\$109 x 3 nights) 327
 - \$487

He will save all receipts pertaining to the seminar.

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

- 2. Commissioner Pettis made a motion to purchase the following:
 - a. One (1) chain for the Cutter's Edge saw from xxxx for approximately \$265.
 - b. One (1) seat organizer from Gall's for \$54.60.
 - c. From www.thefirestore.com:
 - i. Nine (9) helmets @ \$252 each for a total of \$2,268
 - ii. Eight (8) boots @ \$424 each for a total of 3,392
 - iii. Twenty-six gloves @ \$72 each for a total of 1,872
 - \$7,532
 - d. Fifty (50) Reflective car plates from Hills Signs @ \$7 each for a total of \$350.

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

- 3. Commissioner Lindsey made a motion to approve the following:
 - a. ETA-621, M-623 & R-631 to go to West Crescent for a drill on June 9th.
 - b. M-634 for training July 9 until August 17th as needed, May 14th and May 29, 31 and June 2.
 - c. M-623 & M-624 for training July 9 until August 17th.
 - d. Car-62 to Niagara Falls May15-18.

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

- 4. The Officers are developing a new gear inspection form.
- 5. Commissioner Casucci made a motion to approve the new Mutual Aid plan. Commissioner Lindsey seconded the motion. The motion was carried unanimously. The Plan would go into effect in July.

Tim Brousseau arrived at 8:45 pm.

Administrator's Report

- 1. Commissioner Schanz made a motion to upgrade the internet at all three stations. Commissioner Lindsey seconded the motion. The motion was carried unanimously.
- 2. The light tower on ETA-625 is not coming down because the tank to pump valve has water issues. We received a quote from Air Compressor Engineering for \$1900. We will obtain other quotes. Commissioner Lindsey made a motion to spend up to \$1900 to resolve the air system at Station #2. Commissioner Schanz seconded the motion. The motion was carried unanimously.

- a. J & M Automotive \$2054 brake & fuel lines
- b. Smith's Automotive 1000 w/o intake manifold gasket

The truck will be going to Smith's Automotive.

9. National Grid is developing a gas line survey. When it is completed, it will be mailed to residents near Station #1.
10. The final plans for the boat launch in the preserve have been stamped. It will be submitted to the Town for approval.
11. MES will be coming to do a demo on hydraulics.
12. The SCBA grant was denied because two boxes on the application were checked instead of one. The computer rejected the grant. FEMA is working on going through the computer. It will cost us \$700 to reapply for the grant. Commissioner Pettis made a motion to reapply for the SCBA grant for \$700. Commissioner Casucci seconded the motion. The motion was carried unanimously.
13. The SCBA packs that we have now have to be serviced. There was discussion on purchasing six (6) packs without the extra bottle. The cost is \$5,412.70 each for a total of \$32,476.20. A permissive referendum will be needed.
14. Received quotes for re-doing the fob system at Station #1:
 - a. Northeast \$35,000
 - b. Hart Alarm 17,000 (this would include adding a fob to the back door and the furnace room and a software program to open doors for a call)
 Commissioner Lindsey made a motion to hire Hart Alarm for \$17,000 to fob the back door and furnace room at Station #1 and add a software program to open doors for a call. Commissioner Pettis seconded the motion. The motion was carried unanimously.
15. The Town will be inspecting all of the stations in the upcoming weeks.
16. The Wi-Fi upgrade is almost complete at Station #1.
17. There was discussion on Google interfacing with the internet system. We will obtain more information and table this until next month.
18. Outlets are needed for the iamresponding TVs in the stations.
19. The flag light and a light in the parking lot are out at Station #2.
20. The projection screen in the training room will be taken down and installed in the hall.
21. All the batteries in the alarms at all stations need to be replaced.
22. The officer's door on ETA-625 does not open from the outside.

Adjournment

Commissioner Casucci made a motion to adjourn. Commissioner Pettis seconded the motion. The motion was carried unanimously. The meeting was adjourned at 10:40 pm. The next meeting will be Monday, June 11, 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