

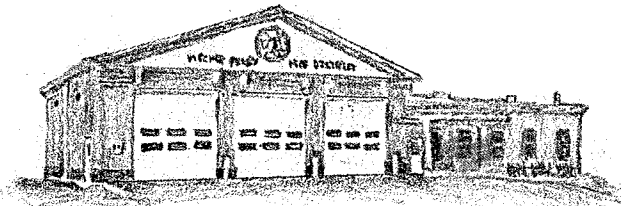
# Vischer Ferry Fire District

## Board of Fire Commissioners

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District Treasurer  
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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 13, 2019.

The monthly meeting of The Board of Fire Commissioners of The Vischer Ferry Fire District was convened on Monday, May 13, 2019 at 7:30 pm in The Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Marty Schanz, Commissioner Andrew Casucci, Commissioner Duane Lindsey, Chief Kenny Bowman, Assistant Chef Tim Kimball, Treasurer Carl Visconti, Secretary Karan Donohue and Phil Brousseau. Absent was Commissioner Dave Pettis and Administrator Sarah deForest.

### Compressor bids

The legal notice requesting sealed bid proposals for a SCBA cylinder fill station was published 05-08-19. one bid was received:

Bauer Compressor, Inc.	\$94,550
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Commissioner Schanz made a motion to accept the bid from Bauer Compressor Inc. Commissioner Lindsey seconded the motion. The motion was carried unanimously.

Commissioner Schanz moved to adopt a resolution to authorize the expenditure the expenditure of an amount not to exceed \$95,000 from the Capital Reserve Fund for Apparatus and Equipment for the purpose of purchasing a Bauer Compressor and SCBA Cascade Air Bottle Filling Station. Commissioner Lindsey seconded the motion. The Secretary called the roll:

Commissioner Bowman	yes
Commissioner Schanz	yes

Commissioner Casucci	yes
Commissioner Lindsey	yes
Commissioner Pettis	absent

The resolution was adopted. The authorization for this expenditure is subject to a permissive referendum.

### **Bills**

1. A listing of transactions numbered 13238 through 13294, totaling \$33,703.31. was presented to the Board.

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

### **Old Business**

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

### **Treasurer's Report**

1. Bank statements, account reconciliations and check images for April 2019 and the listing of transactions approved and paid in April 2019 were given to Commissioner Bowman for verification.
2. Bank statements, account reconciliations and check images for March 2019 were returned to the Treasurer.
3. Bryans and Gramuglia, CPAs were here on April 29, 2019 to begin the audit of our 2018 financial statements  
Two issues were discovered:
  - a. The reported accrued expenditures included an amount for a partial payment of the lightweight gear. Since The gear was not received in 2018, this cannot be accrued as a 2018 expense. The Treasurer will correct this in the annual reports.
  - b. A 05-14-18 invoice from GraceCom Communications had not yet been paid because the contract was not satisfactorily completed. Many attempts had been made to contact this vendor to finalize the billing. To date, there has been no response from GraceCom. The Treasurer will delete the outstanding amount from the 2018 accounts payable.
4. Credit cards were issued to Secretary Donohue and Assistant Chief Kimball.

Commissioner Lindsey made a motion to accept the Treasurer's report. Commissioner Casucci seconded the motion. The motion was carried unanimously.

**Chief's Report**

1. Commissioner Lindsey made a motion to approve the following for the Chiefs' show June 12, 13 and 14:

- a. Advanced Tic on June 14<sup>th</sup>
  - 1. Dominic Scaringe @ \$375
  - 2. Alex Plastini @ \$375
  - 3. Trevor Bobrow @ \$375
  - 4. Brittany Keleman @ \$255
  - 5. for a total of \$1,655

- b. Fire Flows on June 13<sup>th</sup>
  - 1. Ed Vargas @ \$275

c. Three hotel rooms for June 12, 13 and 14 @ \$494.94 for a total of \$1,484.82. Breakfast and parking are included.

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

2. Commissioner Schanz made a motion to purchase the following:

- a. three (3) CO meters from Strategic Safety Dynamics @ \$324 each for a total of \$972.
- b. two (2) pairs of fire gloves from MES @ \$65 each for a total of \$130.
- c. two (2) pairs of extrication gloves from MES @ \$37.50 each for a total of \$ 75.

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

3. Commissioner Casucci made a motion to approve the following:

- a. ETA-621, F-623 and R-631 on May 15<sup>th</sup> for a bus extrication drill at Shenendehowa Central School.
- b. ETA-621, F-623, R-631 on May 22<sup>nd</sup> for a tools drill at Lake Auto.
- c. Car-62, Car-620, Car-629, ETA-621 and ETA-625 on May 18<sup>th</sup> for a parade at Jonesville.

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

**Administrator's Report**

- 1. We need to know where we stand with the insurance claim with SCOTT.
- 2. Parking lot rental – Vischer Ferry General Store on September 14<sup>th</sup>.
- 3. Hose test is scheduled for June 19<sup>th</sup>.

## **New Business**

1. Safety information from PESH.
2. MES will credit our account for the used SCBA bottles sold to them. Waterford Fire Department will be paying \$2,500 for the bottles they purchased.
3. Received the letter of credit form TD Bank.
4. Received from Morgan Stanley:
  - a. Trades sold
  - b. Traded bought
  - c. Notice of Preferred Savings Promotion Deposit
  - d. Notice of a withdrawal from the Preferred Savings Promotion
  - e. Current Asset Allocation Plan
  - f. Confirmation on instructions
  - g. Client statement for April 2019
5. Hall rentals –
  - a. Bill LaRose 05-05-19 fee waived
  - b. Srinivasa Gouaunatla 05-11-19 fee pd ck #3025 \$350
6. Received the legal notice for bids for the SCBA cylinder fill station.
7. Minutes of the April 18, 2019 meeting of the Emergency Services Advisory Board.
8. Received a certificate of insurance from 3E's Landscaping.
9. Received *Fire District Affairs* for April and May 2019.

## **Miscellaneous**

1. Assistant Chief Kimball will make the necessary corrections for the FAST update.
2. The architect for Station #3 will be here on Monday May 20 at 7:30 pm.
3. There was discussion on air bottles for the air bags. We will include this in the grant for air bags and hydraulic tools.
4. ETA-625 is 10 years old and should have the transmission and coolant fluids replaced.
5. Everything is ready to go for the boat launch. We are waiting for the river level to go down.
6. Ziebart has completed the undercoating on the Chiefs' vehicles.
7. Received a notice of violation from the New York State Department of Environmental Conservation. We will form a committee to research a new furnace, generator and propane tanks.

## **Adjournment**

Commissioner Schanz made a motion to adjourn. Commissioner Casucci seconded the motion. The motion was carried unanimously. The meeting was adjourned at 9:00 pm. The next meeting will be Monday, June 10, 2019 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