

MINUTES OF THE REGULAR MEETING

BOARD OF FIRE COMMISSIONERS

NORTH CASTLE FIRE DISTRICT NO. 2, ARMONK, NY

November 14th, 2022

Constituting a quorum ready to transact business, the meeting was called to order by Chairman William Fisher at 7:00 p.m. with the following Commissioners attending:

William Fisher Commissioner

Donald Dehmer Commissioner

Ernie Lombardi Commissioner

Douglas Ross Commissioner

Edwin Schultz Commissioner

Adam Ross Treasurer

Joseph McConnell Secretary

PUBLIC COMMENT – Present were: Town Councilmen Jose Berra, Attorney Jerome Jefferson, Resident Gary Zavaras, ESO Project Manager Richard Blackley

Councilmen Berra said a November 20th parade will be held to honor the Byram Hills HS Tennis team winning the NYS Championship. The Fire Department was asked to participate.

TREASURER REPORT (attached)

COMMITTEE REPORTS

House – No Updates

Truck/Equipment – Commissioner Fisher reported

- Engine 288 back-up camera quote requested
- Utility 85 to be delivery December 2022
- Seagrave Engine 287 delivery delayed to August, 2023
- Ambulance 51B2 replacement projected to cost \$337.0K with a 700-day delivery
- Hose testing has been completed and a report available for review

- November 28th fire engine pump & ladder test
- Fifteen Minitor pagers have been ordered

CHIEFS REPORT (attached)

The Chief reported during the month of October there were 51 fire calls, 69 ambulance calls totaling 120 alarms. There were 39 false alarms.

OLD BUSINESS

District Phone System

- Commissioner Lombardi has contacted the Verizon Government representatives for a quote to replace the current firehouse phone equipment.

Vehicle Equipment

- Commissioner Fisher advised that the accessory equipment for the Seagrave Engine 287 and new Utility 85 has been ordered.

NEW BUSINESS

Minutes

- The minutes of the October 10, 2022 Regular Meeting were read and approved on motion by Commissioner Fisher, seconded by Commissioner Ross. All in favor.

November Expenses

- A motion was made by Commissioner Lombardi, seconded by Commissioner Ross to pay \$87,299.37 in November expenses. All in favor.

Budget Transfers

-A motion was made by Commissioner Schultz, seconded by Commissioner Lombardi to make the following budget line transfers. All in favor.

Dollar Amount	From	To
\$3,000.00	Other Insurance	Uniforms
\$600.00	Other Insurance	Election Board
\$400.00	Other Insurance	Community Awareness

ESO Software Update

-Project Manager Richard Blackley advised the software project is on schedule with the volunteer training completed, the launch of ePCR set for November 29 and Fire Reporting

December 1 and the Fire House data conversion to ESO end of December. For December the fire incidents will be posted in Firehouse and ESO software.

2007 Chevrolet Suburban Sale

-The Suburban was sold to the highest bidder Ryan Zavras at \$ 7,275.00. The list of bids was as follows:

2007 Chevrolet Suburban	
Bidder Name	\$ Amount
Ryan Zavras	\$7,275.00
Nicole Sambrato	\$7,222.00
Red Truck Sales	\$7,105.99
Angelo Sposta	\$2,500.00

Engine 288 Backup Camera

-A motion was made by Commissioner Ross, seconded by Commissioner Schultz to have Hudson Valley Fire Equipment, LLC install a backup camera on Engine 288 at a cost of \$1,329.00. All in favor.

Firehouse Cleaning

-A motion was made by Commissioner Schultz, seconded by Commissioner Lombardi to authorize ABM cleaning services to shampoo the Day Room carpet, clean the gym windows, clean the social room bar mirror and the eaves in the entrance foyer for \$490.00. All in favor.

Firehouse Window Blinds

-Commissioner Fisher advised the Board he received an estimate to replace all fifty-five window blinds at a cost of \$10,000.00. The Board requested additional estimates before making a decision.

Stayn'Alive Grant -Power Roller

-A motion was made by Commissioner Schultz, seconded by Commissioner Lombardi to contribute \$3,800.00 to the \$5000.00 Stayin' Alive grant for the purchase of a power hose roller totaling \$ 8,800.00. All in favor.

There being no further business to transact, a motion was made by Commissioner Schultz, seconded by Commissioner Lombardi adjourned the meeting at 8:36 PM.

Sincerely,

Joseph P. McConnell
Fire District Secretary

Treasurer's Report

November 14, 2022

Final Payment Batch for October:	\$58,758	Up \$9,126 from 2021 or 18%
Total Deposits for October:	\$0	
Number of check payments:	31	
Number of EFT payments:	5	

The fire district has not received the \$19k payment from the Town for the Banksville Contract Share. I will reach out this week to request payment as soon as possible.

Included in tonight's payment batch is the invoice for the tablets ordered for the ESO project. As of today, the district still has not received the grant money for this project.

Requested Budget Transfers

<u>Amount</u>	<u>From</u>	<u>To</u>
\$3,000.00	Other Insurance	Uniforms
\$600.00	Other Insurance	Election Board
\$400.00	Other Insurance	Community Awareness

Total: \$4,000.00

North Castle Fire District #2

Abstract of Claims

November 2022

Check	Claimant	Amount
4620	AAA Emergency Supply Co.	\$ 4,553.46
4621	Adam F. Ross	\$ 1,383.75
4622	Allclean Building Maintenance	\$ 3,425.00
4623	Banksville Lawn Equipment, LLC	\$ 92.00
4624	Better Water Well Systems, Inc.	\$ 439.00
4625	Boomers Gardening Inc.	\$ 925.00
4626	Emergency Services Marketing Corp, Inc	\$ 660.00
4627	EMSAR	\$ 582.40
4628	Ernesto Lombardi	\$ 6,305.15
4629	Grainger	\$ 91.31
4630	Greene County Commercial Bank	\$ 5,183.75
4631	Herman Katz Cangemi Wilkes & Clyne LLP	\$ 2,623.81
4632	Hopewell Fire Apparatus Service Co., Inc.	\$ 1,658.68
4633	Jonathan Widder	\$ 519.02
4634	Joseph McConnell	\$ 1,583.84
4635	Konica Minolta Business Solutions	\$ 12.00
4636	Leith A. Colton	\$ 200.00
4637	Live Action Safety	\$ 2,861.23
4638	Meraki Taverna	\$ 326.00
4639	Mitchell Fuel	\$ 4,347.80
4640	Municipal Emergency Services	\$ 1,803.00
4641	Optimum	\$ 157.89
4642	Quality & Assurance Tech Corp.	\$ 8,944.86
4643	Reliant Fire Hose Testing Inc.	\$ 3,494.32
4644	Skyline Electric Corp.	\$ 5,951.32
4645	Starnet Emergency Services, Inc.	\$ 12,082.78
4646	The Junkluggers	\$ 859.00

North Castle Fire District #2

Abstract of Claims

November 2022

Check	Claimant	Amount
4647	Timothy Wiese	\$ 199.00
4648	Town of North Castle (Electric)	\$ 6,184.16
4648	Town of North Castle (Fuel)	\$ 2,370.55
4649	Verizon	\$ 915.54
4650	Verizon Wireless	\$ 204.98
4651	Westchester Health Medical, P.C.	\$ 2,257.05
EFT	Cardmember Service	\$ 1,463.12
EFT	Con Edison	\$ 471.15
EFT	Crystal Rock LLC	\$ 111.37
EFT	NYS Dept. of Taxation and Finance	\$ 449.58
EFT	United States Treasury	\$ 1,606.50
Check Total		Batch Total
33		\$ 87,299.37

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through October 2022

	Jan - Oct 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
A27701 Other Unclassified Incom	150,000.00	150,000.00	0.00	100.0%
A1001 · Real Property Taxes				
A1001.1 · Budget Tax Money Rec'd	1,737,712.33	1,738,300.00	-587.67	99.97%
Total A1001 · Real Property Taxes	1,737,712.33	1,738,300.00	-587.67	99.97%
A2262 · Fire Protection Services Other				
A2262.1 · Banksville Ambulance Contract	19,000.00	19,000.00	0.00	100.0%
Total A2262 · Fire Protection Services Other	19,000.00	19,000.00	0.00	100.0%
A2401 · Interest and Earnings				
A2401.1 · Interest Earned	932.02	500.00	432.02	186.4%
Total A2401 · Interest and Earnings	932.02	500.00	432.02	186.4%
A2705 · Gifts and Donations				
A2705.2 · Misc - Bldg usage for voting	1,200.00	750.00	450.00	160.0%
A2705 · Gifts and Donations - Other	250.00	250.00	0.00	100.0%
Total A2705 · Gifts and Donations	1,200.00	1,000.00	200.00	120.0%
A2770 · Other Income				
.999 · Miscellaneous	69,563.00	69,563.00	0.00	100.0%
Total A2770 · Other Income	69,563.00	69,563.00	0.00	100.0%
A3389 · State Aid, Other Public Safety				
.800 · Grant Monies	5,576.21	5,576.21	0.00	100.0%
Total A3389 · State Aid, Other Public Safety	5,576.21	5,576.21	0.00	100.0%
RA2401 · Interest Earned - Res Fund A	750.08	750.08	0.00	100.0%
RB2401 · Interest Earned - Res Fund B	1,443.94	1,443.94	0.00	100.0%
TA50 · Foreign Fire Ins 2% Monies				
TA50.1 · 2% Monies	-152,292.35	-152,292.35	0.00	100.0%
TA50.2 · Foreign Insurance Rec'd	152,292.35	152,292.35	0.00	100.0%
Total TA50 · Foreign Fire Ins 2% Monies	0.00	0.00	0.00	100.0%
Total Income	1,967,177.58	1,978,363.00	-11,185.42	99.44%
Gross Profit	1,967,177.58	1,978,363.00	-11,185.42	99.44%
Expense				
A1930 · Judgement and Claims				
.41 · Refund Of Taxes	4,748.93	5,000.00	-251.07	94.98%
Total A1930 · Judgement and Claims	4,748.93	5,000.00	-251.07	94.98%
A3410.1 · Personal Services				
.110 · Treasurer	25,000.00	30,000.00	-5,000.00	83.33%
.111 · FICA	4,814.24	6,100.00	-1,285.76	78.92%
.112 · Federal Withholding Tax	57.50	57.50	0.00	100.0%
.113 · State Tax	-14.29	-14.29	0.00	100.0%
.120 · Secretary	21,666.66	26,000.00	-4,333.34	83.33%
.130 · Caretaker	14,300.00	20,800.00	-6,500.00	68.75%
.170 · Temporary				
.101 · Data Entry Clerk	1,941.69	2,600.00	-658.31	74.68%
Total .170 · Temporary	1,941.69	2,600.00	-658.31	74.68%
Total A3410.1 · Personal Services	67,765.80	85,500.00	-17,734.20	79.26%
A3410.2 · Equipment				
.230 · Equipment Purchased	160,020.37	182,136.00	-22,115.63	87.86%
Total A3410.2 · Equipment	160,020.37	182,136.00	-22,115.63	87.86%
A3410.4 · Contractual Expenditures				
.40050 · EMT Services	120,827.80	148,000.00	-27,172.20	81.64%
.40100 · Office Supplies				
.40101 · Postage	92.66	750.00	-657.35	12.35%
.40130 · Office Supplies - general	2,693.05	6,000.00	-2,306.95	53.86%
.40131 · Secretary Supplies	88.82	88.82	0.00	100.0%

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through October 2022

	<u>Jan - Oct 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
.40140 • Bank Fees		500.00	-500.00	
.40100 • Office Supplies - Other	0.45		0.45	100.0%
Total .40100 • Office Supplies	2,874.97	6,250.00	-3,375.03	46.0%
.40200 • Travel Expenses				
.40201 • Convention		500.00	-500.00	
.40203 • Travel	37.46		37.46	100.0%
.40200 • Travel Expenses - Other		5,000.00	-5,000.00	
Total .40200 • Travel Expenses	37.46	5,500.00	-5,462.54	0.68%
.40300 • Subscriptions				
A40302 Community Awareness	494.50	500.00	-5.50	98.9%
.40301 • Dues / Subscriptions	3,865.02	4,000.00	-134.98	96.63%
Total .40300 • Subscriptions	4,359.52	4,500.00	-140.48	96.88%
.40400 • Uniforms	6,269.85	5,000.00	1,269.85	125.4%
.40500 • Public Drills & Inspections				
.40501 • Installation Dinner	14,240.00	18,000.00	-3,760.00	79.11%
.40502 • Awards	1,129.25	2,000.00	-870.75	56.46%
.40500 • Public Drills & Inspections - Other	1,069.76		1,069.76	100.0%
Total .40500 • Public Drills & Inspections	16,439.01	20,000.00	-3,560.99	82.2%
.40600 • Election Expense				
.40602 • Public/ Legal Notices	66.00	500.00	-434.00	13.2%
.40604 • Election Teller	800.00	1,000.00	-200.00	80.0%
Total .40600 • Election Expense	866.00	1,500.00	-634.00	57.73%
.40700 • Consultants				
.40701 • Training	3,281.89	5,500.00	-2,218.11	59.67%
.40703 • Consulting	1,900.00		1,900.00	100.0%
Total .40700 • Consultants	5,181.89	5,600.00	-318.11	94.22%
.40800 • Building and Grounds				
.40801 • Fuel, Light, Water	37,484.30	42,500.00	-5,015.70	88.2%
.40804 • Building & Grounds Improvement	20,875.00	25,000.00	-4,125.00	83.5%
.40805 • Building & Grounds Maintenance	58,620.47	70,000.00	-11,379.53	83.74%
.40806 • Maintenance Supplies	5,998.96	8,000.00	-2,001.04	74.99%
Total .40800 • Building and Grounds	122,978.73	145,500.00	-22,521.27	84.52%
.40900 • Fire Apparatus and Equipment				
.40901 • Tech Equipment	2,075.09	2,100.00	-24.91	98.81%
.40902 • Equipment Repair	60,098.38	72,500.00	-12,401.62	82.89%
.40903 • Gas, Oil, Lubricants	21,903.12	22,194.00	-290.88	98.69%
.40904 • Banksville Contract Share		6,650.00	-6,650.00	
.40905 • Medical Supplies	6,865.58	10,000.00	-3,134.42	68.66%
Total .40900 • Fire Apparatus and Equipment	90,942.17	113,444.00	-22,501.83	80.17%
.41000 • Fire Alarm System				
.41001 • Telephones	12,062.16	15,000.00	-2,937.84	80.41%
.41002 • Alarm Maintenance	4,600.92	5,000.00	-399.08	92.02%
Total .41000 • Fire Alarm System	16,663.08	20,000.00	-3,336.92	83.32%
.41100 • Hydrant Rentals	33,805.75	33,806.00	-0.25	100.0%
.41200 • Insurance				
.41202 • Public Liability & Prop Damage	60,837.06	60,900.00	-62.94	99.9%
.41203 • Insurance - Accident/Sickness	3,917.00		3,917.00	100.0%
.41204 • Other Insurance	25,648.56	33,600.00	-7,951.44	76.34%
Total .41200 • Insurance	90,402.62	94,500.00	-4,097.38	95.66%
.41300 • Legal and Auditing Fees				
.41301 • Audit Services Rendered	8,400.00		8,400.00	100.0%
.41302 • Legal Fees	1,815.00		1,815.00	100.0%
.41300 • Legal and Auditing Fees - Other		15,500.00	-15,500.00	
Total .41300 • Legal and Auditing Fees	10,215.00	15,500.00	-5,285.00	65.9%

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through October 2022

	<u>Jan - Oct 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total A3410.4 • Contractual Expenditures	521,863.85	619,000.00	-97,136.15	84.31%
A8025.8 • Local Pension Fund				
.803 • Length Of Service Awards	75,000.00	75,000.00	0.00	100.0%
Total A9025.8 • Local Pension Fund	75,000.00	75,000.00	0.00	100.0%
A9040.8 • Workers' Compensation				
.810 • Workmens Comp	32,687.00	32,900.00	-213.00	99.35%
Total A9040.8 • Workers' Compensation	32,687.00	32,900.00	-213.00	99.35%
A9050.8 • Unemployment Insurance				
.811 • Unemployment Taxes	822.54	1,500.00	-677.46	54.84%
Total A9050.8 • Unemployment Insurance	822.54	1,500.00	-677.46	54.84%
A8060.8 • Hospital, Medical & Accidnt Ins				
.806 • Medical Exams	7,784.95	25,000.00	-17,215.05	31.14%
Total A8060.8 • Hospital, Medical & Accidnt Ins	7,784.95	25,000.00	-17,215.05	31.14%
A9710.6 • Redemption of Bonds				
.611 • Serial Bond Prin Pyt	370,000.00	370,000.00	0.00	100.0%
.670 • Greene County Serial Bond	120,000.00	120,000.00	0.00	100.0%
Total A9710.6 • Redemption of Bonds	490,000.00	490,000.00	0.00	100.0%
A9710.7 • Interest on Bonds				
.711 • Bond Interest Due	81,800.00	81,800.00	0.00	100.0%
.750 • PCSB Truck Bond Interest	5,843.75	11,027.00	-5,183.25	53.0%
Total A9710.7 • Interest on Bonds	87,643.75	92,827.00	-5,183.25	94.42%
A9901.9 • Transfer to Other Funds				
.904 • Transfer to Fund A from GF		145,000.00	-145,000.00	
.905 • Transfer to Fund B from GF		75,000.00	-75,000.00	
A9901.9 • Transfer to Other Funds - Other	150,000.00	150,000.00	0.00	100.0%
Total A9901.9 • Transfer to Other Funds	150,000.00	370,000.00	-220,000.00	40.54%
Total Expense	1,598,337.19	1,978,863.00	-380,525.81	80.77%
Net Ordinary Income		368,840.39	-500.00	369,340.39
Other Income/Expense				
Other Income				
A2701 • Refunds of Prior Year's Expense		500.00	-500.00	
A3004 • St. Ald, Reorg/Efficiency Grant	62,256.29			
Total Other Income	62,256.29	500.00	61,756.29	12,451.26%
Net Other Income	62,256.29	500.00	61,756.29	12,451.26%
Net Income	431,096.68		431,096.68	100.0%

Chief's Report to Board of Fire Commissioners

November 2022

Calls:

During the month of October there were 51 fire calls and 69 EMS calls for a total of 120 alarms, there were 39 false alarms.

Apparatus:

The mileage on the Chief cars are as follows:

2021: 25,312

2022: 5,861

2023: 117,503

Equipment:

The Pulse Ox from one of the ambulances broke and can't be fix, I would like the board to purchase a new to replace it, also I would like the board to get the pediatric attachment for all 3.

The Stayin' Alive grant applications is due this month, we were thinking on getting the hose roller that comes in the efficiency package which includes a Power roller, a go pack, a battery pack and charger and an extra set of coupling jaws for a smaller size hose, the package is \$8800 if we get the Stayin' Alive grant of \$5000 would the board consider putting the difference of \$3800?
Info is attached.

Firehouse:

Nothing to report

Hope you all have a great Thanksgiving!!

Respectfully Submitted,

- Chief