

MINUTES OF THE REGULAR MEETING

BOARD OF FIRE COMMISSIONERS

NORTH CASTLE FIRE DISTRICT NO. 2, ARMONK, NY

February 13th, 2023

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 – Town Councilmen Jose Berra advised the Commissioners the Town Board was reviewing the latest requirements for increasing residential density near transit hubs.

TREASURER REPORT (attached)

COMMITTEE REPORTS

House – Commissioner Schultz

- Boiler inspection completed
- Water system inspected and passed by Westchester County Health Department

Truck/Equipment – Commissioner Fisher & Ross reported

- Anticipate a Seagrave price surcharge for the Engine 287 replacement
- Engine 288 replaced six tires
- New Utility 82 placed in service the drivers are restricted to firefighters who are qualified on ambulances and have EVOC
- Seeking estimate for body repair for Car 2021
- Anticipate new Utility 85 delivery end January

EMS – Commissioner Lombardi

- Chief and EMS Captain meeting with AMR ambulance service to discuss protocols

CHIEFS REPORT (attached)

The Chief reported during the month of January there were 34 fire calls, 52 ambulance calls totaling 86 alarms.

OLD BUSINESS

ESO Update

-LOSAP module implement and working. The next project phase will be to begin scanning district documents for the digital library.

Annual Inspection Dinner

-Commissioner Lombardi shared the Brae Burn Country Club quote for the September 30, 2023 Inspection Dinner it was agreed to continue soliciting quotes.

Firehouse Shades

-Three estimates have been submitted ranging from \$9,200.00 to \$40,000.00. The Board will discuss the estimates at the March meeting.

NEW BUSINESS

December Expenses

– A motion was made by Commissioner Schultz, seconded by Commissioner Ross to pay \$156,432 in February expenses. All in favor.

Budget Transfers

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

Budget Transfer			
From	Amount \$	To	Amount \$
Personal Services	\$ 500.00	Bldg. & Grounds	\$ 500.00

Tax Advance

-The Board requested the Treasurer to contact the Town of North Castle regarding an advance payment of the Fire District's 2023 fire tax.

Tax Exemption

-The Board agreed to hold a public hearing Monday February 27,2023 at 7:00 PM for the purpose of implementing a ten (10) percent fire tax discount to Armonk Independent Fire Company members.

LOSAP Points Award

-A motion was made by Commissioner Lombardi, seconded by Commissioner Schultz to award fifteen (15) LOSAP points to Armonk Fire Department line officers and Armonk Independent Company Officers for 2022. All in favor.

January Minutes

-A motion was made by Commissioner Schultz, seconded by Commissioner Ross to approve the January 9, 2023 minutes. All in favor.

Department Computer Equipment

– A motion was made by Commissioner Fisher, seconded by Commissioner Lombardi to purchase one laptop computer for the District Administrator at a cost not to exceed \$1,000.00. All in favor.

I Am Responding Computer

– A motion was made by Commissioner Lombardi, seconded by Commissioner Dehmer to purchase one Raspberry Pi computer to operate the Firehouse I Am Responding monitors at a cost not to exceed \$250.00. All in favor.

2001 Chevrolet 2500

– A motion was made by Commissioner Schultz, seconded by Commissioner Ross to declare the District's 2001 Chevrolet 2500 as surplus. All in favor

2001 Chevrolet 2500 Sale

– A motion was made by Commissioner Lombardi, seconded by Commissioner Ross to accept the Lake George Fire Company's offer of \$6,500.00 for the District's 2001 Chevrolet 2500. The vote was as follows:

Commissioner Fisher	Yes
Commissioner Dehmer	Yes
Commissioner Lombardi	Yes
Commissioner Schultz	Yes
Commissioner Ross	Yes

Firehouse Cleaning Contract

-The Board requested the Secretary to have the District's attorney review the revised ABM Cleaning contract for the firehouse.

Firehouse Roof Preventive Maintenance

– A motion was made by Commissioner Schultz, seconded by Commissioner Lombardi to sign an annual roof preventive maintenance agreement with Precision Roofing, Southfields NY at a cost of \$1,975.00. All in favor.

Electric Vehicle Training Course

-A motion was made by Commissioner Dehmer, seconded by Commissioner Schultz to approve a Hybrid/Electric Vehicle Firefighting/Rescue course by Northeast Squad Concepts at a cost not to exceed \$1,200.00. All in favor.

Firefighter Training Harness

– A motion was made by Commissioner Lombardi, seconded by Commissioner Dehmer to purchase two (2) Gemto, 972-2 Multi-Purpose Harnesses at a cost of \$180.00 each. All in favor.

Utility 82 Driver Qualification

-The Board outlined the requirements to drive Utility 82:

- Training instructors: William Fisher, Edwin Schultz, Ron Macellaro and Michael Giaccio.
- Utility drivers limited to firefighters
- Utility driver must be certified drivers on all three District ambulances
- Utility driver must have completed EVOC

New Member Application

– A motion was made by Commissioner Lombardi, seconded by Commissioner Schultz to accept Megim Nezaj application as a firefighter. All in favor.

– A motion was made by Commissioner Dehmer, seconded by Commissioner Schultz to accept Brendan Molloy application as a firefighter. All in favor.

– A motion was made by Commissioner Schultz, seconded by Commissioner Lombardi to accept Charles Swift application as a firefighter. All in favor.

– A motion was made by Commissioner Schultz, seconded by Commissioner Lombardi to accept Robert Ferrari's request to change membership from EMS EMT to active member driver and attendant. All in favor.

Apparatus Driver

-A motion was made by Commissioner Schultz seconded by Commissioner Ross to approve FF Jonny Widder as qualified driver for Ambulance 51B3. All in favor.

-A motion was made by Commissioner Schultz seconded by Commissioner Ross to approve FF Ernie Lombardi as qualified driver for Rescue 85. All in favor. Commissioner Lombardi abstained

There being no further business to transact, a motion was made by Commissioner Lombardi, seconded by Commissioner Dehmer adjourned the meeting at 10:10 PM.

Sincerely,

Joseph P. McConnell
Fire District Secretary

Chief's Report to Board of Fire Commissioners

February 2023

Calls:

During the month of December there were 34 fire calls and 52 EMS calls for a total of 86 alarms, there were false alarms.

Apparatus:

The mileage on the Chief cars are as follows:

2021: 27,613

2022: 8,928

2023: 118,539

I have contacted Northeast Squad Concepts, this company teaches a different classes from firefighting to specialize rescue, one of the classes they offer is a Hybrid and Electric Cars Emergencies, this class is a 3 hour class that is divided into 3 sections, one is Hybrid Cars, second is electric cars and lithium batteries and lastly they go over a Tesla car that they bring and go over all the important things we should know about them, I would like the Board to consider spending the money for this class, the price is for the 3 hours plus travel time and there is no limit on the number of people attending the class, the estimate is attached.

Equipment:

I would like to ask the Board to purchase 5 harnesses to be use when doing bailout this will replace the webbing we have been using, we believe this is a better way to keep our members safe in case something goes wrong when they come out the window or on their way down. Info is attached.

Firehouse:

I would like to recommend Jonny Widder as a driver for 51-B3, Jonny has completed all his driver training requirements on 51-B3. All paper work is attached.

The little computer that runs I Am Responding on the TV by E286 belongs to Vincent Denich and would like to have it back, I would like to ask the board to purchase a Raspberry Pi to replace Vincent's, info is attached.

Respectfully Submitted,

- Chief

North Castle Fire District #2

Abstract of Claims

February 2023

Check	Claimant	Amount
4712	ABM Air Conditioning & Heating, Inc.	\$ 25,754.09
4713	Adam F. Ross	\$ 2,671.73
4714	Allclean Building Maintenance	\$ 3,375.00
4715	Amazon Capital Services	\$ 2,240.55
4716	Armonk Garage	\$ 477.00
4717	Better Water Well Systems, Inc.	\$ 569.00
4718	Bound Tree Medical, LLC	\$ 83.98
4719	Hartford Steam Boiler	\$ 105.00
4720	Hopewell Fire Apparatus Service Co., Inc.	\$ 12,765.07
4721	Imperial Dade	\$ 681.64
4722	James Publishing	\$ 170.00
4723	Joseph McConnell	\$ 1,949.31
4724	Julie Gallagher	\$ 63.00
4725	Kinsley Power Systems	\$ 470.00
4726	Konica Minolta Business Solutions	\$ 68.13
4727	Mitchell Fuel	\$ 2,351.99
4728	Mt. Kisco Chevrolet	\$ 833.47
4729	Mt. Kisco Truck & Auto Parts	\$ 204.28
4730	Municipal Emergency Services	\$ 2,192.79
4731	Northern Westchester Hospital	\$ 416.00
4732	O.S.P. Fire Protection	\$ 1,373.00
4733	Prodigy EMS, Inc.	\$ 1,540.00
4734	RICOH USA, Inc.	\$ 294.36
4735	Standard Security Life Insurance Co.	\$ 426.42
4736	Stanley Convergent Security Solutions Inc	\$ 1,150.23
4737	Starnet Emergency Services, Inc.	\$ 12,579.42

North Castle Fire District #2

Abstract of Claims

February 2023

Check	Claimant	Amount
4738	Town Center Pharmacy	\$ 284.15
4739	Town of North Castle (December '22 Electric)	\$ 1,869.80
4739	Town of North Castle (December '22 Fuel)	\$ 1,092.32
4739	Town of North Castle (January '23 Fuel)	\$ 536.19
4740	Verizon	\$ 922.13
4741	Verizon Wireless	\$ 162.61
4742	Westchester Health Medical, P.C.	\$ 7,189.56
4743	AAA Emergency Supply Co.	\$ 4,728.22
EFT	Cardmember Service	\$ 276.00
EFT	Con Edison	\$ 4,563.44
EFT	Crystal Rock LLC	\$ 238.31
EFT	NYS Dept. of Taxation and Finance	\$ 153.33
EFT	Optimum	\$ 170.08
EFT	United States Treasury	\$ 1,204.04
EFT	Optimum	\$ 209.60
Check Total		Batch Total
32		\$ 98,405.24

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January 2023

	Jan 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
A27701 Other Unclassified Income	0.00	150,000.00	-150,000.00	0.0%
A1001 Real Property Taxes				
A1001.1 Budget Tax Money Rec'd	0.00	1,785,298.00	-1,785,298.00	0.0%
Total A1001 Real Property Taxes	0.00	1,785,298.00	-1,785,298.00	0.0%
A2262 Fire Protection Services Other				
A2262.1 Banksville Ambulance Contract	0.00	19,000.00	-19,000.00	0.0%
Total A2262 Fire Protection Services Other	0.00	19,000.00	-19,000.00	0.0%
A2401 Interest and Earnings				
A2401.1 Interest Earned	0.00	500.00	-500.00	0.0%
Total A2401 Interest and Earnings	0.00	500.00	-500.00	0.0%
A2705 Gifts and Donations				
A2705.2 Misc - Bldg usage for voting	0.00	750.00	-750.00	0.0%
Total A2705 Gifts and Donations	0.00	750.00	-750.00	0.0%
A2770 Other Income				
.999 Miscellaneous	0.00	0.00	0.00	0.0%
Total A2770 Other Income	0.00	0.00	0.00	0.0%
A3389 State Aid, Other Public Safety				
.800 Grant Monies	0.00	0.00	0.00	0.0%
Total A3389 State Aid, Other Public Safety	0.00	0.00	0.00	0.0%
A5031 Interfund Transfers				
A5031.2 Transfer in from General Fund	0.00	0.00	0.00	0.0%
A5031.4 Transfer in from Reserve Fund A	0.00	0.00	0.00	0.0%
Total A5031 Interfund Transfers	0.00	0.00	0.00	0.0%
RA2401 Interest Earned - Res Fund A	0.00	0.00	0.00	0.0%
RB2401 Interest Earned - Res Fund B	0.00	0.00	0.00	0.0%
TA50 Foreign Fire Ins 2% Monies				
TA50.1 2% Monies	0.00	0.00	0.00	0.0%
TA50.2 Foreign Insurance Rec'd	0.00	0.00	0.00	0.0%
Total TA50 Foreign Fire Ins 2% Monies	0.00	0.00	0.00	0.0%
Total Income	0.00	1,955,548.00	-1,955,548.00	0.0%
Gross Profit	0.00	1,955,548.00	-1,955,548.00	0.0%
Expense				
A1930 Judgement and Claims				
.41 Refund Of Taxes	0.00	15,000.00	-15,000.00	0.0%
Total A1930 Judgement and Claims	0.00	15,000.00	-15,000.00	0.0%
A3410.1 Personal Services				
.110 Treasurer	2,500.00	32,100.00	-29,600.00	7.79%
.111 FICA	357.00	6,300.00	-5,943.00	5.67%
.112 Federal Withholding Tax	0.00	0.00	0.00	0.0%
.113 State Tax	0.00	0.00	0.00	0.0%
.120 Secretary	2,166.66	29,000.00	-26,833.34	7.47%
.130 Caretaker	0.00	17,400.00	-17,400.00	0.0%
.170 Temporary				
.101 Data Entry Clerk	0.00	3,000.00	-3,000.00	0.0%
Total .170 Temporary	0.00	3,000.00	-3,000.00	0.0%
Total A3410.1 Personal Services	5,023.66	87,800.00	-82,776.34	5.72%
A3410.2 Equipment				
.230 Equipment Purchased	99,202.16	112,500.00	-13,297.84	88.18%
Total A3410.2 Equipment	99,202.16	112,500.00	-13,297.84	88.18%
A3410.4 Contractual Expenditures				
.40050 EMT Services	12,579.42	155,000.00	-142,420.58	8.12%
.40100 Office Supplies				
.40101 Postage	0.00	500.00	-500.00	0.0%

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January 2023

	Jan 23	Budget	\$ Over Budget	% of Budget
.40130 • Office Supplies - general	545.88	0.00	545.88	100.0%
.40131 • Secretary Supplies	0.00	0.00	0.00	0.0%
.40140 • Bank Fees	0.00	500.00	-500.00	0.0%
.40150 • Fire House Software	346.26	0.00	346.26	100.0%
.40100 • Office Supplies - Other	294.36	8,000.00	-7,705.64	3.68%
Total .40100 • Office Supplies	1,186.50	9,000.00	-7,813.50	13.18%
.40200 • Travel Expenses				
.40201 • Convention	0.00	500.00	-500.00	0.0%
.40203 • Travel	0.00	5,000.00	-5,000.00	0.0%
Total .40200 • Travel Expenses	0.00	5,500.00	-5,500.00	0.0%
.40300 • Subscriptions				
A40302 Community Awareness	0.00	500.00	-500.00	0.0%
.40301 • Dues / Subscriptions	832.40	4,500.00	-3,667.60	18.5%
Total .40300 • Subscriptions	832.40	5,000.00	-4,167.60	16.65%
.40400 • Uniforms	0.00	7,500.00	-7,500.00	0.0%
.40500 • Public Drills & Inspections				
.40501 • Installation Dinner	0.00	0.00	0.00	0.0%
.40502 • Awards	0.00	0.00	0.00	0.0%
.40500 • Public Drills & Inspections - Other	0.00	22,500.00	-22,500.00	0.0%
Total .40500 • Public Drills & Inspections	0.00	22,500.00	-22,500.00	0.0%
.40600 • Election Expense				
.40602 • Public/ Legal Notices	0.00	500.00	-500.00	0.0%
.40604 • Election Teller	0.00	1,000.00	-1,000.00	0.0%
Total .40600 • Election Expense	0.00	1,500.00	-1,500.00	0.0%
.40700 • Consultants				
.40701 • Training	28.00	7,000.00	-6,972.00	0.4%
.40703 • Consulting	0.00	3,000.00	-3,000.00	0.0%
Total .40700 • Consultants	28.00	10,000.00	-9,972.00	0.28%
.40800 • Building and Grounds				
.40801 • Fuel, Light, Water	4,688.84	48,000.00	-43,311.16	9.77%
.40804 • Building & Grounds Improvement	25,450.00	25,000.00	450.00	101.8%
.40805 • Building & Grounds Maintenance	9,457.30	72,500.00	-63,042.70	13.05%
.40806 • Maintenance Supplies	1,048.34	8,500.00	-7,451.66	12.33%
Total .40800 • Building and Grounds	40,644.48	154,000.00	-113,355.52	26.39%
.40900 • Fire Apparatus and Equipment				
.40901 • Tech Equipment	0.00	10,000.00	-10,000.00	0.0%
.40902 • Equipment Repair	15,971.46	80,000.00	-64,028.54	19.96%
.40903 • Gas,Oil, Lubricants	2,888.18	26,500.00	-23,611.82	10.9%
.40904 • Banksville Contract Share	0.00	6,650.00	-6,650.00	0.0%
.40905 • Medical Supplies	83.98	10,000.00	-9,916.02	0.84%
Total .40900 • Fire Apparatus and Equipment	18,943.62	133,150.00	-114,206.38	14.23%
.41000 • Fire Alarm System				
.41001 • Telephones	1,563.26	15,000.00	-13,436.74	10.42%
.41002 • Alarm Maintenance	0.00	5,000.00	-5,000.00	0.0%
Total .41000 • Fire Alarm System	1,563.26	20,000.00	-18,436.74	7.82%
.41100 • Hydrant Rentals	0.00	34,000.00	-34,000.00	0.0%
.41200 • Insurance				
.41202 • Public Liability & Prop Damage	0.00	66,000.00	-66,000.00	0.0%
.41203 • Insurance - Accident/Sickness	0.00	0.00	0.00	0.0%
.41204 • Other Insurance	426.42	30,000.00	-29,573.58	1.42%
Total .41200 • Insurance	426.42	96,000.00	-95,573.58	0.44%
.41300 • Legal and Auditing Fees				
.41301 • Audit Services Rendered	0.00	8,500.00	-8,500.00	0.0%
.41302 • Legal Fees	0.00	9,000.00	-9,000.00	0.0%
Total .41300 • Legal and Auditing Fees	0.00	17,500.00	-17,500.00	0.0%

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January 2023

	Jan 23	Budget	\$ Over Budget	% of Budget
Total A3410.4 · Contractual Expenditures	76,204.10	670,650.00	-594,445.90	11.36%
A9025.8 · Local Pension Fund				
.803 · Length Of Service Awards	0.00	40,800.00	-40,800.00	0.0%
.865 · LOSAP - Admin Fee	4,200.00	4,200.00	0.00	100.0%
Total A9025.8 · Local Pension Fund	4,200.00	45,000.00	-40,800.00	9.33%
A9040.8 · Workers' Compensation				
.810 · Workmens Comp	0.00	33,000.00	-33,000.00	0.0%
Total A9040.8 · Workers' Compensation	0.00	33,000.00	-33,000.00	0.0%
A9050.8 · Unemployment Insurance				
.811 · Unemployment Taxes	0.00	1,000.00	-1,000.00	0.0%
Total A9050.8 · Unemployment Insurance	0.00	1,000.00	-1,000.00	0.0%
A9060.8 · Hospital, Medical & Accdnt Ins				
.806 · Medical Exams	416.00	25,000.00	-24,584.00	1.66%
Total A9060.8 · Hospital, Medical & Accdnt Ins	416.00	25,000.00	-24,584.00	1.66%
A9710.6 · Redemption of Bonds				
.611 · Serial Bond Prin Pyt	0.00	385,000.00	-385,000.00	0.0%
.670 · Greene County Serial Bond	0.00	120,000.00	-120,000.00	0.0%
Total A9710.6 · Redemption of Bonds	0.00	505,000.00	-505,000.00	0.0%
A9710.7 · Interest on Bonds				
.711 · Bond Interest Due	0.00	66,700.00	-66,700.00	0.0%
.750 · PCSB Truck Bond Interest	0.00	9,648.00	-9,648.00	0.0%
Total A9710.7 · Interest on Bonds	0.00	76,348.00	-76,348.00	0.0%
A9901.9 · Transfer to Other Funds				
.904 · Transfer to Fund A from GF	0.00	175,000.00	-175,000.00	0.0%
.905 · Transfer to Fund B from GF	0.00	60,000.00	-60,000.00	0.0%
A9901.9 · Transfer to Other Funds - Other	0.00	150,000.00	-150,000.00	0.0%
Total A9901.9 · Transfer to Other Funds	0.00	385,000.00	-385,000.00	0.0%
H3410.2 · Fire, Equipment, Capital Outlay				
.231 · Equipment Purchased	0.00	0.00	0.00	0.0%
Total H3410.2 · Fire, Equipment, Capital Outlay	0.00	0.00	0.00	0.0%
RA9901 · Transfer from Reserve Fund A				
.910 · Transfer to General Fund	0.00	0.00	0.00	0.0%
Total RA9901 · Transfer from Reserve Fund A	0.00	0.00	0.00	0.0%
Total Expense	185,045.92	1,956,298.00	-1,771,252.08	9.46%
Net Ordinary Income	-185,045.92	-750.00	-184,295.92	24,672.79%
Other Income/Expense				
Other Income				
A2665 · Sales of Equipment	0.00	0.00	0.00	0.0%
A2701 · Refunds of Prior Year's Expense	44.82	500.00	-455.18	8.96%
A2706 · Grants from Local Governments				
.50 · LGRMIF Grant	0.00	0.00	0.00	0.0%
Total A2706 · Grants from Local Governments	0.00	0.00	0.00	0.0%
A3004 · St. Aid, Reorg/Efficiency Grant	0.00	0.00	0.00	0.0%
Total Other Income	44.82	500.00	-455.18	8.96%
Net Other Income	44.82	500.00	-455.18	8.96%
Net Income	-185,001.10	-250.00	-184,751.10	74,000.44%