

MINUTES OF THE REGULAR MEETING
BOARD OF FIRE COMMISSIONERS
NORTH CASTLE FIRE DISTRICT NO. 2, ARMONK, NY

June 12th, 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 informed the Commissioners of the following items before the Town Board:

Fol De Rol

- The Fire Department was thanked for their participation in the annual event.

Eagle Ridge Development

- The Town Board has requested the Developer to provide a forecast for the annual Fire and EMS call volume.

Electric Vehicle Charging Station

- The Town Board is considering a proposal for an electric car charging station in Business Park.

Park Playing Fields

- The Town is exploring the cost of converting the Lombardi and IBM sport fields from natural to artificial playing surfaces.

TREASURER REPORT (attached)

COMMITTEE REPORTS

House – Commissioner Schultz

- Firehouse elevator inspection scheduled for Friday June 16th.
- Second floor lobby ceiling has been opened to determine water leak location.

Truck – Commissioner Ross, Schultz & Fisher

- All ambulances had NYS inspections.
- Received letter from Seagrave Fire Apparatus advising of the district of a \$116, 862 price increase for the Engine 287 replacement due to material price increases.
- Search committee visited Defender Boats regarding acquisition of an inflatable boat.

EMS – Commissioner Lombardi

- 51B2 and 51B3 batteries replaced.
- Bristol call volume steadily increasing with several calls without an inhouse EMT present.

CHIEFS REPORT (attached)

The Chief reported during the month of May there were 37 fire calls, 59 ambulance calls and 28 false alarms totaling 124 alarms.

OLD BUSINESS

Inspection Dinner

-Leros Transportation Company submitted a proposal for a mini bus to transport members to/from the dinner. A thirty-seven-passenger van or fifty-six-passenger van are \$1,200.00 and \$1,500.00 respectively. The service would be for a five-hour period.

ESO Scanning Project

-The scanning vendor picked up thirty-two record boxes with completion in thirty days.

NEW BUSINESS

June Expenses

– A motion was made by Commissioner Lombardi, seconded by Commissioner Dehmer to approve payment of the June bills totaling \$ 80,289.00. All in favor.

Budget Line Transfer

– A motion was made by Commissioner Lombardi, seconded by Commissioner Ross to approve a budget line transfer of \$1,000.00 from Public Liability to Other Costs. All in favor.

May Minutes

-A motion was made by Commissioner Schultz, seconded by Commissioner Lombardi to approve the May 8, 2023 Regular Meeting minutes. All in favor.

Firehouse Phone System

- A motion was made by Commissioner Lombardi, seconded by Commissioner Schultz to accept Superior Telephone Systems proposal for replacing the current system at cost for NEC equipment and labor of \$16,274.40. All in favor.

Helmet Shields

-A motion was made by Commissioner Ross, seconded by Commissioner Schultz to purchase four officer helmet shields at a cost of \$250.00 each. All in favor.

Thermal Imaging Camera

-A motion was made by Commissioner Lombardi, seconded by Commissioner Dehmer to purchase a FLIR K2 Compact Thermal Imaging Camera and a vehicle charging station at a cost of \$1,539.00 and \$371.99 respectively. All in favor

Apparatus Drivers

-A motion was made by Commissioner Lombardi, seconded by Commissioner Dehmer to approve Robert Mann as a 51B3 Driver. All in favor.

-A motion was made by Commissioner Lombardi, seconded by Commissioner Dehmer to approve Robin Lovell as a 51B2 driver.

Chief Vehicle

-The Board tabled a decision to purchase a new Chief's vehicle until the July meeting.

There being no further business to transact, a motion was made by Commissioner Lombardi, seconded by Commissioner Schultz adjourned the meeting at 9:10 PM.

Sincerely,

Joseph P. McConnell
Fire District Secretary

IChief's Report to Board of Fire Commissioners

May 2023

Calls:

During the month of May there were 37 fire calls and 59 EMS calls for a total of 96 alarms, there were 28 false alarms.

Apparatus:

The mileage on the Chief cars are as follows:

2021: 31,166

2022: 12,179

2023: 120,525

On Thursday while at the Fol De Rol 51-B3 batteries died Armonk garage had to come over to jump it, once at the firehouse we let it run for like 30-40 minutes, on Friday we took it again for the stand by, I started it an hour after being there and started with no problem, 45 – 60 minutes later Jonathan tried again and wouldn't start and had to be jumped again, after that we left it running for the rest of the evening, as we were leaving the Fol De Rol we got an ambulance call, when responding Jonathan said there were some issues with the siren and the lights inside the ambulance, I would suggest to have the mechanics check it.

Equipment:

I would like to ask the board to purchase 6qts. of Bar/chain oil for the chainsaws, will put some in the trucks and the rest in the storage room.

Cars 2021 and 2023 have thermal imaging cameras (TICs), I would like the board to purchase one for car 2022, preferably the same as the other 2 cars, it is a great tool to have in the chief's cars, I use mine all the time once I get to the scene I can go in and start looking for the problem or if for whatever reason one from the truck dies or stops working they can use one of ours, plus you know there are times when 2022 is the only chief on scene or we have multiple calls at the same time.

I had Tim Wiese and Matt Massoni get measure for Morning Pride gear, while talking to Jeff Koslowsky he suggested a different type of suspenders and the integrated bail out pocket for the pants, Jeff Marino from MES was supposed to send me a price for the

pants with the pocket but never did, after he measure Tim and Matt told him to send me the quote for the gear with the suspenders and the bailout pocket, the price for the jacket remains the same and the price for the pants with the integrated bailout pocket and the new suspenders is only \$312.80 more, I would like the board to approve the new quote for the morning pride gear as presented tonight and keep it that way should we decide to switch all the gear in the future as needed, quote is attached.

Firehouse:

Robert Mann has completed all his driving requirements on 51-B3, I would like to recommend Robert as a driver for ambulance 51-B3, paperwork is attached.

Robin Lovell has completed all his driving requirements on ambulance 51-B2, I would like to recommend Robin as a driver for ambulance 51-B2, paperwork is attached.

I would like the Board to purchase a few cans of bug spray to put in the apparatus.

I also, would like the board to get new helmet shields for all the officers, all the ones we have are old and pretty beat up, I would like to keep them the same color and style as the ones we have now, each shield is about \$250 more or less.

Respectfully Submitted,

- Chief Cano

Treasurer's Report

June 12, 2023

Final Payment Batch for May:	\$80,289	Down \$133,187 from 2022 or 62%
Total Deposits for May:	\$1,634,639	
Number of check payments:	33	
Number of EFT payments:	5	

- 2022 Financial Audit updates
- The annual update document for Fiscal Advisors was completed and returned
- New Budget Transfer Template
- Accounts to monitor
 - Equipment
 - Medical Supplies
 - Fuel, Light, Water
 - Building/Grounds Maintenance
 - Telephones

North Castle Fire District #2

Abstract of Claims

June 2023

Check	Claimant	Amount
4838	AAA Emergency Supply Co.	\$ 9,026.00
4839	ABM Air Conditioning & Heating, Inc.	\$ 4,497.00
4840	Allclean Building Maintenance	\$ 3,600.00
4841	Amore Pizzeria	\$ 597.00
4842	Armonk Garage	\$ 85.00
4843	Better Water Well Systems, Inc.	\$ 325.00
4844	Boomers Gardening Inc.	\$ 925.00
4845	Bound Tree Medical, LLC	\$ 870.93
4846	G.E. Pickering, Inc.	\$ 150.00
4847	Greene County Commercial Bank	\$ 125,183.75
4848	Herman Katz Cangemi Wilkes & Clyne LLP	\$ 652.75
4849	Hopewell Fire Apparatus Service Co., Inc.	\$ 816.05
4850	Hubbinette-Cowell Associates, Inc.	\$ 3,055.00
4851	Konica Minolta Business Solutions	\$ 7.26
4852	Mega Solutions, LLC	\$ 654.54
4853	Mt. Kisco Refrigeration & AC Co.	\$ 503.08
4854	Municipal Emergency Services	\$ 290.69
4855	RICOH USA, Inc.	\$ 215.00
4856	Starnet Emergency Services, Inc.	\$ 12,579.42
4857	Susan Gluckman	\$ 1,258.09
4858	Tolls by Mail	\$ 4.16
4859	Town of North Castle (\$532.82 April Gas; \$1,589.37 April Electric; \$33,805.75 Hydrants)	\$ 35,927.94
4860	Verizon	\$ 939.72
4861	Verizon Wireless	\$ 162.61
4862	Westchester Health Medical, P.C.	\$ 501.00

North Castle Fire District #2**Abstract of Claims**

June 2023

Check	Claimant	Amount
4863	Adam F. Ross	\$ 1,525.36
4864	Joseph McConnell	\$ 1,766.59
4865	Susan Macellaro	\$ 692.62
EFT	Cardmember Service	\$ 63.56
EFT	Crystal Rock LLC	\$ 125.40
EFT	NYS Dept. of Taxation and Finance	\$ 438.96
EFT	Optimum	\$ 209.60
EFT	United States Treasury	\$ 1,865.03
Check Total		Batch Total
28		\$ 209,514.11

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

	Jan - May 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
A27701 Other Unclassified incom	0.00	150,000.00	-150,000.00	0.0%
A1001 - Real Property Taxes				
A1001.1 - Budget Tax Money Rec'd	1,785,298.00	1,785,298.00	0.00	100.0%
Total A1001 - Real Property Taxes	1,785,298.00	1,785,298.00	0.00	100.0%
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	421.84	500.00	-78.16	84.37%
Total A2401 - Interest and Earnings	421.84	500.00	-78.16	84.37%
A2680 - Insurance Recoveries	5,340.74			
A2705 - Gifts and Donations				
A2705.2 - Misc - Bldg usage for voting	600.00	750.00	-150.00	80.0%
Total A2705 - Gifts and Donations	600.00	750.00	-150.00	80.0%
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	5,000.00	0.00	5,000.00	100.0%
Total A3389 - State Aid, Other Public Safety	5,000.00	0.00	5,000.00	100.0%
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	339.32	0.00	339.32	100.0%
RB2401 - Interest Earned - Res Fund B	3,654.95	0.00	3,654.95	100.0%
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	1,819,654.85	1,955,548.00	-135,893.15	93.05%
Gross Profit	1,819,654.85	1,955,548.00	-135,893.15	93.05%
Expense				
A1930 - Judgement and Claims				
.41 - Refund Of Taxes	1,721.30	15,000.00	-13,278.70	11.48%
Total A1930 - Judgement and Claims	1,721.30	15,000.00	-13,278.70	11.48%
A3410.1 - Personal Services				
.110 - Treasurer	13,375.00	32,100.00	-18,725.00	41.67%
.111 - FICA	2,004.94	6,300.00	-4,295.06	31.82%
.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	12,083.31	29,000.00	-16,916.69	41.67%
.130 - Caretaker	0.00	16,900.00	-16,900.00	0.0%
.170 - Temporary	0.00			

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

	<u>Jan - May 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
.101 · Data Entry Clerk	750.00	3,000.00	-2,250.00	25.0%
Total .170 · Temporary	<u>760.00</u>	<u>3,000.00</u>	<u>-2,250.00</u>	<u>25.0%</u>
Total A3410.1 · Personal Services	28,213.25	87,300.00	-59,086.75	32.32%
A3410.2 · Equipment				
.230 · Equipment Purchased	58,760.40	112,500.00	-53,739.60	52.23%
Total A3410.2 · Equipment	<u>58,760.40</u>	<u>112,500.00</u>	<u>-53,739.60</u>	<u>52.23%</u>
A3410.4 · Contractual Expenditures				
.40050 · EMT Services	62,897.10	155,000.00	-92,102.90	40.58%
.40100 · Office Supplies				
.40101 · Postage	0.00	500.00	-500.00	0.0%
.40130 · Office Supplies - general	1,012.83	0.00	1,012.83	100.0%
.40131 · Secretary Supplies	0.00	0.00	0.00	0.0%
.40140 · Bank Fees	352.40	500.00	-147.60	70.48%
.40150 · Fire House Software	346.26	0.00	346.26	100.0%
.40100 · Office Supplies - Other	<u>1,274.29</u>	<u>8,000.00</u>	<u>-6,725.71</u>	<u>15.93%</u>
Total .40100 · Office Supplies	2,985.78	9,000.00	-6,014.22	33.18%
.40200 · Travel Expenses				
.40201 · Convention	0.00	500.00	-500.00	0.0%
.40203 · Travel	<u>588.80</u>	<u>5,000.00</u>	<u>-4,411.20</u>	<u>11.78%</u>
Total .40200 · Travel Expenses	588.80	5,500.00	-4,911.20	10.71%
.40300 · Subscriptions				
A40302 Community Awareness	0.00	500.00	-500.00	0.0%
.40301 · Dues / Subscriptions	<u>1,473.00</u>	<u>4,500.00</u>	<u>-3,027.00</u>	<u>32.73%</u>
Total .40300 · Subscriptions	1,473.00	5,000.00	-3,527.00	29.46%
.40400 · Uniforms	1,134.19	7,500.00	-6,365.81	15.12%
.40500 · Public Drills & Inspections				
.40501 · Installation Dinner	1,000.00	0.00	1,000.00	100.0%
.40502 · Awards	0.00	0.00	0.00	0.0%
.40500 · Public Drills & Inspections - Other	<u>0.00</u>	<u>22,500.00</u>	<u>-22,500.00</u>	<u>0.0%</u>
Total .40500 · Public Drills & Inspections	1,000.00	22,500.00	-21,500.00	4.44%
.40600 · Election Expense				
.40602 · Public/ Legal Notices	0.00	500.00	-500.00	0.0%
.40604 · Election Teller	<u>0.00</u>	<u>1,000.00</u>	<u>-1,000.00</u>	<u>0.0%</u>
Total .40600 · Election Expense	0.00	1,500.00	-1,500.00	0.0%
.40700 · Consultants				
.40701 · Training	3,054.39	7,000.00	-3,945.61	43.63%
.40703 · Consulting	<u>0.00</u>	<u>3,000.00</u>	<u>-3,000.00</u>	<u>0.0%</u>
Total .40700 · Consultants	3,054.39	10,000.00	-6,945.61	30.54%
.40800 · Building and Grounds				
.40801 · Fuel, Light, Water	20,108.30	48,000.00	-27,891.70	41.89%
.40804 · Building & Grounds Improvement	25,450.00	25,500.00	-50.00	99.8%
.40805 · Building & Grounds Maintenance	59,402.79	72,500.00	-13,097.21	81.94%
.40806 · Maintenance Supplies	<u>2,739.72</u>	<u>8,500.00</u>	<u>-5,760.28</u>	<u>32.23%</u>
Total .40800 · Building and Grounds	107,700.81	154,500.00	-46,799.19	69.71%
.40900 · Fire Apparatus and Equipment				
.40901 · Tech Equipment	0.00	10,000.00	-10,000.00	0.0%

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

	<u>Jan - May 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
.40902 · Equipment Repair	31,837.59	80,000.00	-48,162.41	39.8%
.40903 · Gas,Oil, Lubricants	6,907.31	26,500.00	-19,592.69	26.07%
.40904 · Banksville Contract Share	6,650.00	6,650.00	0.00	100.0%
.40905 · Medical Supplies	6,042.76	10,000.00	-3,957.24	60.43%
Total .40900 · Fire Apparatus and Equipment	51,437.66	133,150.00	-81,712.34	38.63%
.41000 · Fire Alarm System				
.41001 · Telephones	6,625.21	15,000.00	-8,374.79	44.17%
.41002 · Alarm Maintenance	1,150.23	5,000.00	-3,849.77	23.01%
Total .41000 · Fire Alarm System	7,775.44	20,000.00	-12,224.56	38.88%
.41100 · Hydrant Rentals	0.00	34,000.00	-34,000.00	0.0%
.41200 · Insurance				
.41202 · Public Liability & Prop Damage	63,949.60	66,000.00	-2,050.40	96.89%
.41203 · Insurance - Accident/Sickness	0.00	0.00	0.00	0.0%
.41204 · Other Insurance	30,909.64	30,000.00	909.64	103.03%
Total .41200 · Insurance	94,859.24	96,000.00	-1,140.76	98.81%
.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%
Total A3410.4 · Contractual Expenditures	334,906.41	671,160.00	-336,243.59	49.9%
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	30,663.00	33,000.00	-2,337.00	92.92%
Total A9040.8 · Workers' Compensation	30,663.00	33,000.00	-2,337.00	92.92%
A9050.8 · Unemployment Insurance				
.811 · Unemployment Taxes	336.53	1,000.00	-663.47	33.65%
Total A9050.8 · Unemployment Insurance	336.53	1,000.00	-663.47	33.65%
A9060.8 · Hospital, Medical & Accident Ins				
.806 · Medical Exams	2,935.57	25,000.00	-22,064.43	11.74%
Total A9060.8 · Hospital, Medical & Accident Ins	2,935.57	25,000.00	-22,064.43	11.74%
A9710.6 · Redemption of Bonds				
.611 · Serial Bond Prin Pyt	385,000.00	385,000.00	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	505,000.00	505,000.00	0.00	100.0%
A9710.7 · Interest on Bonds				
.711 · Bond Interest Due	37,200.00	66,700.00	-29,500.00	55.77%
.750 · PCSB Truck Bond Interest	0.00	9,648.00	-9,648.00	0.0%
.755 · Greene County Bond Interest	5,183.75	-	-	-
Total A9710.7 · Interest on Bonds	42,383.75	76,348.00	-33,964.25	55.51%
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%

1:36 PM
06/12/23
Accrual Basis

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

	<u>Jan - May 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
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	96,935.60	0.00	96,935.60	100.0%
Total H3410.2 - Fire, Equipment, Capital Outlay	96,935.60	0.00	96,935.60	100.0%
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	1,009,120.21	1,956,298.00	-947,177.79	51.58%
Net Ordinary Income	810,534.64	-750.00	811,284.64	-108,071.29%
Other Income/Expense				
Other Income				
A2665 - Sales of Equipment	6,500.00	0.00	6,500.00	100.0%
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	6,544.82	500.00	6,044.82	1,308.96%
Net Other Income	6,544.82	500.00	6,044.82	1,308.96%