

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

March 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 informed the Commissioners the Town Board is confident the Town's deposits at Signature and Metropolitan Banks are safe.

TREASURER REPORT (attached)

COMMITTEE REPORTS

House – Commissioner Schultz

- Apparatus door repair has been completed.
- March 16th will be a follow up inspection of the firehouse roof for leaks.

Truck/Equipment – Commissioner Fisher & Ross

- Engine 286 inner rear tire air leak repaired.
- Rescue 85 driver cab step and driver side front bumper emergency flashing light repaired
- Ambulance 51B1 at Horton Ambulance Company for warranty repairs

EMS – Commissioner Lombardi

- Bristol call high call volume continues to be a concern.

CHIEFS REPORT (attached)

The Chief reported during the month of January there were 25 fire calls, 46 ambulance calls totaling 71 alarms.

OLD BUSINESS

Fire District Tax Exemption Update

-The North Castle Town Assessor has advised the District Secretary that the implementation of the Fire District Tax Exemption for volunteers is on pause due to a coding issue with the NYS Tax Office.

Annual Inspection Dinner

-Commissioner Schultz advised the Board there was no update at this time.

NEW BUSINESS

December Expenses

– A motion was made by Commissioner Schultz, seconded by Commissioner Lombardi to pay \$110,226.85 in March expenses. All in favor.

February Minutes

-A motion was made by Commissioner Schultz, seconded by Commissioner Lombardi to approve the February 13, 2023 Regular Meeting minutes. All in favor.

-A motion was made by Commissioner Schultz, seconded by Commissioner Lombardi to approve the February 27, 2023 Public Hearing minutes. All in favor.

-A motion was made by Commissioner Ross, seconded by Commissioner Schultz to approve the February 27, 2023 Special Meeting minutes. All in favor.

Ambulance Replacement

– The Board meet with a representative from the Braum Custom Ambulance Company to review the Company's options for replacing the AFD Ambulance 51B2. The Board agreed to meet with other ambulance builders before issuing an RFQ.

Sexual Harassment Training

-The Board agreed to provide a pizza meal to training participants following the Harassment Training course which has a to be determined date.

Westchester Board of Election Polling Place Request

- The Board approved the Westchester County BOE request to use the Armonk Firehouse as a polling station for the June 23rd Primary and November 7 General Elections.

There being no further business to transact, a motion was made by Commissioner Schultz, seconded by Commissioner Lombardi adjourned the meeting at 8:39 PM.

Sincerely,

Joseph P. McConnell
Fire District Secretary

Chief's Report to Board of Fire Commissioners

March 2023

Calls:

During the month of December there were 25 fire calls and 46 EMS calls for a total of 71 alarms, there were false alarms.

Apparatus:

The mileage on the Chief cars are as follows:

2021: 28,406

2022: 9,450

2023: 118,921

I have scheduled with Northeast Squad Concepts the Electric car class for Monday June 5th time will be 1830hrs or 1900hrs not sure yet will notify everybody as the date gets closer

Equipment:

There are two fire ground radios on top of the district box that need repair, one needs a knob and the other one the battery doesn't come out.

One of the flashlights from 51 B2 is not working, I would like to ask the board to purchase 2 new flashlights for 51 B2.

We have 3 EMS bags (crash bags) one in each ambulance, they are all old and seen better days, two of them are damage and need to be replace, I would like to ask the Board to purchase 3 new Backpack style EMS bags. Also, we need an EMS bag for the Utility so I would like to recommend the Board to purchase a 4th one for the utility so all the EMS bags are the same but we can use one of the old one if the Board prefers. Information is attached.

While using the forcible entry door, the head of the flat head ax from the utility came out, also, one of the two axes from E287 is loose too, I would like to ask the board to

purchase at least one ax for the utility for now and replace the other two when is time to buy tools for the new engine.

Firehouse:

Nothing to report.

Respectfully Submitted,

- Chief

Treasurer's Report

March 13, 2023

Final Payment Batch for February:	\$98,405.24	Down \$69,447 from 2022 or 41%
Total Deposits for February:	\$0	
Number of check payments:	34	
Number of EFT payments:	7	

The Annual Update Document (AUD) was completed and submitted to the OSC of NY. A copy of the report is on file in the office.

The building bond principal and interest payments are due on Wednesday, March 15th. Two wires will be sent for \$385,000 and \$37,200. The second interest payment is due on September 15th.

The 2022 financial audit is currently ongoing. Will provide updates when available.

Included in tonight's reports is a year-over-year analysis of utilities consumption by the district. Overall consumption for gasoline, electric, diesel, and natural gas was less in 2022 than 2021, but unit prices were much higher, yielding a larger total expense.

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

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
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	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	296.94	500.00	-203.06	59.39%
Total A2401 - Interest and Earnings	296.94	500.00	-203.06	59.39%
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				
.899 - 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	137.40	0.00	137.40	100.0%
RB2401 - Interest Earned - Res Fund B	1,748.72	0.00	1,748.72	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	7,783.06	1,955,548.00	-1,947,764.94	0.4%
Gross Profit	7,783.06	1,955,548.00	-1,947,764.94	0.4%
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	5,350.00	32,100.00	-26,750.00	16.67%
.111 - FICA	779.01	6,300.00	-5,520.99	12.37%
.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	4,833.30	29,000.00	-24,166.70	16.67%
.130 - Caretaker	0.00	16,900.00	-16,900.00	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	10,982.31	87,300.00	-76,337.69	12.56%
A3410.2 - Equipment				
.230 - Equipment Purchased	16,603.99	112,500.00	-95,896.01	14.76%
Total A3410.2 - Equipment	16,603.99	112,500.00	-95,896.01	14.76%
A3410.4 - Contractual Expenditures				
.40050 - EMT Services	25,158.84	155,000.00	-129,841.16	16.23%
.40100 - Office Supplies				
.40101 - Postage	0.00	500.00	-500.00	0.0%
.40130 - Office Supplies - general	882.75	0.00	882.75	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%
.40160 - Office Supplies - Other	514.36	8,000.00	-7,485.64	6.43%
Total .40100 - Office Supplies	1,743.37	9,000.00	-7,256.63	19.37%
.40200 - Travel Expenses				

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2

Profit & Loss Budget vs. Actual

January through February 2023

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
.40201 - Convention	0.00	500.00	-500.00	0.0%
.40203 - Travel	574.47	5,000.00	-4,425.53	11.49%
Total .40200 - Travel Expenses	574.47	5,500.00	-4,925.53	10.45%
.40300 - Subscriptions				
A40302 Community Awareness	0.00	500.00	-500.00	0.0%
.40301 - Dues / Subscriptions	865.80	4,500.00	-3,634.20	19.24%
Total .40300 - Subscriptions	865.80	5,000.00	-4,134.20	17.32%
.40400 - Uniforms	179.00	7,500.00	-7,321.00	2.39%
.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	138.45	7,000.00	-6,861.55	1.98%
.40703 - Consulting	0.00	3,000.00	-3,000.00	0.0%
Total .40700 - Consultants	138.45	10,000.00	-9,861.55	1.39%
.40800 - Building and Grounds				
.40801 - Fuel, Light, Water	10,709.89	48,000.00	-37,290.11	22.31%
.40804 - Building & Grounds Improvement	25,450.00	25,500.00	-50.00	99.8%
.40805 - Building & Grounds Maintenance	24,382.30	72,500.00	-48,117.70	33.63%
.40806 - Maintenance Supplies	1,429.38	8,500.00	-7,070.62	16.82%
Total .40800 - Building and Grounds	61,971.57	154,500.00	-92,528.43	40.11%
.40900 - Fire Apparatus and Equipment				
.40901 - Tech Equipment	0.00	10,000.00	-10,000.00	0.0%
.40902 - Equipment Repair	22,198.26	80,000.00	-57,801.74	27.75%
.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	3,991.49	10,000.00	-6,008.51	39.92%
Total .40900 - Fire Apparatus and Equipment	29,077.93	133,150.00	-104,072.07	21.84%
.41000 - Fire Alarm System				
.41001 - Telephones	2,859.30	15,000.00	-12,140.70	19.06%
.41002 - Alarm Maintenance	0.00	5,000.00	-5,000.00	0.0%
Total .41000 - Fire Alarm System	2,859.30	20,000.00	-17,140.70	14.3%
.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	5,158.42	30,000.00	-24,841.58	17.2%
Total .41200 - Insurance	5,158.42	96,000.00	-90,841.58	5.37%
.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	127,727.15	871,150.00	-543,422.85	19.03%
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	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 & Accidnt Ins				
.806 - Medical Exams	1,526.08	25,000.00	-23,473.92	6.1%
Total A9060.8 - Hospital, Medical & Accidnt Ins	1,526.08	25,000.00	-23,473.92	6.1%

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2

Profit & Loss Budget vs. Actual

January through February 2023

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
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%
.760 • 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%
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	193,403.83	1,956,298.00	-1,762,894.17	9.89%
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. Ald, 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	-185,575.95	-250.00	-185,325.95	74,230.38%

North Castle Fire District #2

Abstract of Claims

March 2023

Check	Claimant	Amount
4744	AAA Emergency Supply Co.	\$ 4,371.21
4745	Adam F. Ross	\$ 2,470.36
4746	Allclean Building Maintenance	\$ 3,200.00
4747	Amazon Capital Services	\$ 1,199.59
4748	Better Water Well Systems, Inc.	\$ 325.00
4749	Boomers Gardening Inc.	\$ 575.00
4750	Bound Tree Medical, LLC	\$ 3,257.51
4751	FDM Preferred Insurance Co., Inc.	\$ 31,478.00
4752	Foley's Pump Service, Inc	\$ 156.50
4753	Herman Katz Cangemi Wilkes & Clyne LLP	\$ 1,721.30
4754	Hopewell Fire Apparatus Service Co., Inc.	\$ 1,096.65
4755	Hubbinette-Cowell Associates, Inc.	\$ 3,917.00
4756	James R. Fleming	\$ 735.00
4757	Joseph McConnell	\$ 1,766.59
4758	Julie Gallagher	\$ 110.45
4759	Konica Minolta Business Solutions	\$ 51.86
4760	Metrocom Wireless, Inc	\$ 568.80
4761	Motorola Solutions, Inc	\$ 6,063.45
4762	Municipal Emergency Services	\$ 179.00
4763	Nick's Pizza and Ice Cream	\$ 574.47
4764	Precision Roofing Inc.	\$ 10,825.00
4765	Reliant Fire Hose Testing Inc.	\$ 3,494.32
4766	RICOH USA, Inc.	\$ 220.00
4767	Starnet Emergency Services, Inc.	\$ 12,579.42
4768	Susan Macellaro	\$ 692.62
4769	Tire Buys	\$ 5,360.50
4770	Town of North Castle (January Electric)	\$ 1,816.43

North Castle Fire District #2

Abstract of Claims

March 2023

Check	Claimant	Amount
4771	Verizon	\$ 923.83
4772	Verizon Wireless	\$ 162.61
4773	Veso Life	\$ 2,607.78
4774	Westchester Health Medical, P.C.	\$ 1,110.08
EFT	Cardmember Service	\$ 1,038.54
EFT	Con Edison	\$ 4,079.22
EFT	Crystal Rock LLC	\$ 125.40
EFT	NYS Dept. of Taxation and Finance	\$ 153.33
EFT	United States Treasury	\$ 1,220.03
Check Total		Batch Total
31		\$ 110,226.85