

MINUTES OF THE REGULAR MEETING

BOARD OF FIRE COMMISSIONERS

NORTH CASTLE FIRE DISTRICT NO. 2, ARMONK, NY

October 9th, 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

Ernie Lombardi Commissioner

Douglas Ross Commissioner

Joseph McConnell Secretary

Adam Ross Treasurer

PUBLIC COMMENT

Town Councilmen Jose Berra was present at the meeting.

TREASURER REPORT (attached)

COMMITTEE REPORTS

House – Commissioner Fisher

- A new firehouse washer machine has been installed.
- The second-floor dishwasher has been replaced.

Truck – Commissioner Fisher

- No updates.

EMS – Commissioner Lombardi

- The September blood drive was a success.

CHIEFS REPORT (attached)

The Chief reported during the month of July there were 47 Fire calls, 61 EMS calls and 34 False alarms totaling 142 alarms.

OLD BUSINESS

No business discussed.

NEW BUSINESS

September Minutes

-A motion was made by Commissioner Lombardi, seconded by Commissioner Ross to approve the minutes for the September 11, 2023 Regular Meeting. All in favor.

-A motion was made by Commissioner Lombardi, seconded by Commissioner Ross to approve the minutes for the September 13, 2023 Special Budget Planning Meeting. All in favor.

October Expenses

– A motion was made by Commissioner Lombardi, seconded by Commissioner Ross to approve payment of the September bills totaling \$ 94,367.29. All in favor.

Appointment Fire District Election Officials

WHEREAS, Section 175-a of the Town Law provides for a system of registration for Fire District elections; and

WHEREAS, a register of eligible Fire District voters must be prepared prior to the Fire District election; and

WHEREAS, such register shall be prepared from names of persons who have registered with the Westchester County Board of Elections;

NOW, THEREFORE, BE IT RESOLVED that the following resident electors of the North Castle Fire District No. 2 are hereby appointed to constitute the North Castle Fire District No. 2 Board of Elections for the 2023 annual Fire District election:

Lynda Fisher _____ Chairman

Paul Burns _____ Election Inspector

Dawn Cano _____ Election Inspector (optional)

Rae Schultz _____ Ballot Clerk

and, be it further

RESOLVED that the Chairman, Election Inspector(s) and Ballot Clerk(s) be compensated in the amount of \$ 100.00 for their services in preparing the registration records and the same sum for their service and attendance at the annual election; and be it further

RESOLVED that in case any of the members appointed herein are unable or refuse to assume or perform the duties required of them, the Board of Fire Commissioners or the Secretary of the Fire District may appoint alternates who are resident electors; and be it further

RESOLVED that, if clerical help is deemed necessary, the Board of Fire Commissioners delegates to the Chairman of the Board of Fire Commissioners the power to appoint such clerical help at a reasonable rate.

Motion made by Commissioner Lombardi, seconded by Commissioner Ross and passed unanimously.

Lion's CLUB DONATION

-The Armonk Lion's Club (Matt Milim, President; Mike Rosenman, Treasurer; Brendin Molloy and Anthony Garaffa) presented a \$15,964.99 check to the Board of Fire Commissioners to cover the cost for the recently purchased two new inflatable boats.

FIREHOUSE IT SUPPORT

-The Board interview two potential IT support vendors Network and Software Solutions (Tremont Poole) and KD Systems, Inc (Kevin Duffelmeyer) to discuss the Districts IT needs. Both vendors were asked to provide a scope of the work document and estimate cost to be discussed at the November Board meeting.

AED PURCHASE

-A motion was made by Commissioner Lombardi, seconded by Commissioner Ross to purchase one FRx Defibrillator for Utility 82 at a cost of \$1,913.00. All in favor

ATV TRAINING

-A motion was made by Commissioner Lombardi, seconded by Commissioner Ross allow Harrison Fontaine and Charlie Swift to take Utility 82 and Polaris to the Patterson Fire Department November 5th ATV training class. All in favor

Apparatus Drivers

-A motion was made by Ross, seconded by Commissioner Lombardi to approve Alex Kornev as a Tanker 9 driver. All in favor.

-A motion was made by Lombardi, seconded by Commissioner Ross to approve Alex Kornev as a Rescue 85 driver. All in favor.

-A motion was made by Lombardi, seconded by Commissioner Ross to approve Vincent Denich as an Ambulance 51B3 driver. All in favor.

There being no further business to transact, a motion was made by Commissioner Lombardi, seconded by Commissioner Ross adjourned the meeting at 9:54 PM.

Sincerely,

Joseph P. McConnell
Fire District Secretary

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

	<u>Jan - Sep 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	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	1,692.68	500.00	1,192.68	338.54%
Total A2401 · Interest and Earnings	1,692.68	500.00	1,192.68	338.54%
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	597.40	0.00	597.40	100.0%
RB2401 · Interest Earned - Res Fund B	7,845.59	0.00	7,845.59	100.0%
TA50 · Foreign Fire Ins 2% Monies				
TA50.1 · 2% Monies	-151,613.81	0.00	-151,613.81	100.0%
TA50.2 · Foreign Insurance Rec'd	151,613.81	0.00	151,613.81	100.0%
Total TA50 · Foreign Fire Ins 2% Monies	0.00	0.00	0.00	0.0%
Total Income	1,825,374.41	1,955,548.00	-130,173.59	93.34%
Gross Profit	1,825,374.41	1,955,548.00	-130,173.59	93.34%
Expense				
A1930 · Judgement and Claims				
.41 · Refund Of Taxes	2,374.05	15,000.00	-12,625.95	15.83%
Total A1930 · Judgement and Claims	2,374.05	15,000.00	-12,625.95	15.83%
A3410.1 · Personal Services				
.110 · Treasurer	24,075.00	32,100.00	-8,025.00	75.0%
.111 · FICA	3,677.76	6,300.00	-2,622.24	58.38%
.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	21,749.99	29,000.00	-7,250.01	75.0%
.130 · Caretaker	0.00	16,900.00	-16,900.00	0.0%
.170 · Temporary				
.101 · Data Entry Clerk	2,250.00	3,000.00	-750.00	75.0%
Total .170 · Temporary	2,250.00	3,000.00	-750.00	75.0%

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

	Jan - Sep 23	Budget	\$ Over Budget	% of Budget
Total A3410.1 · Personal Services	51,752.75	87,300.00	-35,547.25	59.28%
A3410.2 · Equipment				
.230 · Equipment Purchased	213,492.51	409,400.00	-195,907.49	52.15%
Total A3410.2 · Equipment	213,492.51	409,400.00	-195,907.49	52.15%
A3410.4 · Contractual Expenditures				
.40050 · EMT Services	113,214.78	155,000.00	-41,785.22	73.04%
.40100 · Office Supplies				
.40101 · Postage	70.59	500.00	-429.41	14.12%
.40130 · Office Supplies - general	2,219.66	0.00	2,219.66	100.0%
.40131 · Secretary Supplies	0.00	0.00	0.00	0.0%
.40140 · Bank Fees	439.91	500.00	-60.09	87.98%
.40150 · Fire House Software	346.26	0.00	346.26	100.0%
.40100 · Office Supplies - Other	1,489.29	8,000.00	-6,510.71	18.62%
Total .40100 · Office Supplies	4,565.71	9,000.00	-4,434.29	50.73%
.40200 · Travel Expenses				
.40201 · Convention	0.00	500.00	-500.00	0.0%
.40203 · Travel	588.80	5,000.00	-4,411.20	11.78%
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	2,942.60	4,500.00	-1,557.40	65.39%
Total .40300 · Subscriptions	2,942.60	5,000.00	-2,057.40	58.85%
.40400 · Uniforms	9,477.69	10,000.00	-522.31	94.78%
.40500 · Public Drills & Inspections				
.40501 · Installation Dinner	1,577.10	0.00	1,577.10	100.0%
.40502 · Awards	245.00	0.00	245.00	100.0%
.40500 · Public Drills & Inspections - Other	0.00	22,500.00	-22,500.00	0.0%
Total .40500 · Public Drills & Inspections	1,822.10	22,500.00	-20,677.90	8.1%
.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	6,224.66	7,000.00	-775.34	88.92%
.40703 · Consulting	1,900.00	4,900.00	-3,000.00	38.78%
Total .40700 · Consultants	8,124.66	11,900.00	-3,775.34	68.27%
.40800 · Building and Grounds				
.40801 · Fuel, Light, Water	29,019.56	48,000.00	-18,980.44	60.46%
.40804 · Building & Grounds Improvement	34,945.70	35,500.00	-554.30	98.44%
.40805 · Building & Grounds Maintenance	89,134.23	122,500.00	-33,365.77	72.76%
.40806 · Maintenance Supplies	5,801.13	8,500.00	-2,698.87	68.25%
Total .40800 · Building and Grounds	158,900.62	214,500.00	-55,599.38	74.08%
.40900 · Fire Apparatus and Equipment				
.40901 · Tech Equipment	9,557.55	10,000.00	-442.45	95.58%
.40902 · Equipment Repair	58,905.39	77,500.00	-18,594.61	76.01%
.40903 · Gas, Oil, Lubricants	13,560.25	26,500.00	-12,939.75	51.17%
.40904 · Banksville Contract Share	6,650.00	6,650.00	0.00	100.0%
.40905 · Medical Supplies	9,839.67	10,000.00	-160.33	98.4%

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

	Jan - Sep 23	Budget	\$ Over Budget	% of Budget
Total .40900 · Fire Apparatus and Equipment	98,512.86	130,650.00	-32,137.14	75.4%
.41000 · Fire Alarm System				
.41001 · Telephones	27,809.99	31,500.00	-3,690.01	88.29%
.41002 · Alarm Maintenance	3,420.51	5,000.00	-1,579.49	68.41%
Total .41000 · Fire Alarm System	31,230.50	36,500.00	-5,269.50	85.56%
.41100 · Hydrant Rentals	33,805.75	34,000.00	-194.25	99.43%
.41200 · Insurance				
.41202 · Public Liability & Prop Damage	63,949.60	65,000.00	-1,050.40	98.38%
.41203 · Insurance - Accident/Sickness	0.00	0.00	0.00	0.0%
.41204 · Other Insurance	30,909.64	31,000.00	-90.36	99.71%
Total .41200 · Insurance	94,859.24	96,000.00	-1,140.76	98.81%
.41300 · Legal and Auditing Fees				
.41301 · Audit Services Rendered	8,500.00	8,500.00	0.00	100.0%
.41302 · Legal Fees	1,787.50	9,000.00	-7,212.50	19.86%
Total .41300 · Legal and Auditing Fees	10,287.50	17,500.00	-7,212.50	58.79%
Total A3410.4 · Contractual Expenditures	568,332.81	749,550.00	-181,217.19	75.82%
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	697.51	1,000.00	-302.49	69.75%
Total A9050.8 · Unemployment Insurance	697.51	1,000.00	-302.49	69.75%
A9060.8 · Hospital, Medical & Accident Ins				
.806 · Medical Exams	8,551.46	25,000.00	-16,448.54	34.21%
Total A9060.8 · Hospital, Medical & Accident Ins	8,551.46	25,000.00	-16,448.54	34.21%
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	66,700.00	66,700.00	0.00	100.0%
.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	71,883.75	76,348.00	-4,464.25	94.15%
A9901.9 · Transfer to Other Funds				
.904 · Transfer to Fund A from GF	0.00	0.00	0.00	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	100,000.00	-100,000.00	0.0%
Total A9901.9 · Transfer to Other Funds	0.00	160,000.00	-160,000.00	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%

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

	<u>Jan - Sep 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total RA9901 · Transfer from Reserve Fund A	0.00	0.00	0.00	0.0%
Total Expense	1,456,947.84	2,106,598.00	-649,650.16	69.16%
Net Ordinary Income	368,426.57	-151,050.00	519,476.57	-243.91%
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	176.39	500.00	-323.61	35.28%
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	6,676.39	500.00	6,176.39	1,335.28%
Net Other Income	6,676.39	500.00	6,176.39	1,335.28%
Net Income	375,102.96	-150,550.00	525,652.96	-249.16%

North Castle Fire District #2

Abstract of Claims

October 2023

Check	Claimant	Amount
4959	AAA Emergency Supply Co.	\$ 1,562.78
4960	ABM Air Conditioning & Heating, Inc.	\$ 3,860.00
4961	Adam F. Ross	\$ 1,515.36
4962	ADT Commercial	\$ 2,084.88
4963	Allclean Building Maintenance	\$ 3,600.00
4964	Amazon Capital Services	\$ 13.95
4965	Amore Pizzeria	\$ 664.50
4966	Armonk Garage	\$ 645.00
4967	Armonk Hardware Co.	\$ 75.86
4968	Better Water Well Systems, Inc.	\$ 439.00
4969	Boomers Gardening Inc.	\$ 1,040.00
4970	Bound Tree Medical, LLC	\$ 698.49
4971	Brendan Molloy	\$ 90.00
4972	Carlos Cano	\$ 127.60
4973	CLEARFLY	\$ 130.64
4974	CPR-Blythedale Children's Hospital	\$ 350.00
4975	DJ's Auto Clinic	\$ 375.00
4976	Grainger	\$ 275.43
4977	Hopewell Fire Apparatus Service Co., Inc.	\$ 10,863.14
4978	JDV1 Plumbing & Heating, Inc.	\$ 768.50
4979	Joseph McConnell	\$ 1,908.61
4980	Konica Minolta Business Solutions	\$ 19.05
4981	Mt. Kisco Country Club	\$ 14,075.00
4982	Municipal Emergency Services	\$ 8,143.31

North Castle Fire District #2

Abstract of Claims

October 2023

Check	Claimant	Amount
4983	NY State Industries for the Disabled, Inc	\$ 8,660.00
4984	NYS Dept. of Environmental Conservation	\$ 110.00
4985	Reliant Fire Hose Testing Inc.	\$ 4,331.64
4986	RICOH USA, Inc.	\$ 215.00
4987	Securitas Technology Corporation	\$ 1,135.14
4988	Starnet Emergency Services, Inc.	\$ 12,579.42
4989	Town of North Castle	August Electric \$2,502.62 August Fuel \$878.37 September Fuel \$786.33
4990	Verizon	\$ 585.07
4991	Verizon Wireless	\$ 162.61
4992	Westchester Health Medical, P.C.	\$ 1,030.00
4993	Crown Trophy	\$ 245.00
EFT	Cardmember Service	\$ 5,152.88
EFT	Crystal Rock LLC	\$ 257.34
EFT	NYS Dept. of Taxation and Finance	\$ 603.96
EFT	Optimum	\$ 210.53
EFT	United States Treasury	\$ 1,595.28
Check Total		Batch Total
35		\$ 94,367.29

Chief's Report to Board of Fire Commissioners

October 2023

Calls:

During the month of August there were 47 fire calls and 61 EMS calls for a total of 108 alarms, there were 34 false alarms.

Apparatus:

The mileage on the Chief cars are as follows:

2021: 34,648

2022: 15,994

2023: 123,397

On Monday September 18th we had a call at night on 16A Faraway Rd. I had instructed the ambulance to back in the driveway but the message got lost somehow and on arrival the ambulance pull straight in, after a brief discussion the driver (Jeff Koslowsky) and attendant (Brendan Molloy) decided to turn around in the driveway between the two houses, as Jeff and Brendan were working on turning around Jeff manage to hit the gutters on the roof of the house, the ambulance had no damage but the gutter was bent a little bit, I told the lady at the house what had happened and to let her landlord know of the damage also, Police Sgt. on scene stated they will contact the home owner about it ask if they wanted Fire Dept. to fix or pay for the damage to the gutter, as of today I haven't heard anything about it from the police or home owner, Jeff and Brendan were spoken to after getting back to the firehouse and Jeff was suspended for 2 days the same week.

Alex Kornev has completed his recommended driver refresher requirements on Tanker 9 and Rescue 85, I would like the Board to add Alex back as a driver for those rigs.

Equipment:

The Knox Box on E288 is no longer working as 60 control can't release the key via 46.26 radio as they used to, I would like the board to replace it with the same box as E286, I do not know if Metrocom or Santo would be able to release the key and put it in new box, also codes to release the key from car 2021 and 2023 are not working the key pad in car 2023 does not work properly and I don't know if the box is past its lifespan

and need to be replace, and the code for car 2021 is unknown, will have to be reprogram.

Patterson FD is having their annual ATV training on Sunday November 5th, as in the past they invited 2 of our members to participate, so I would like the Board to approved Harrison Fontaine and Charlie Swift to take the utility and Polaris to Patterson, in the event that one of them can't make it and someone else is available to go I will let the Board know of the change.

Firehouse:

I just want to thank the Board for the nice dinner for all the members and for all our guests at our Annual Inspection, a good time was had by everybody and most of our members work very hard all week to get all the equipment clean and organize for Inspection, and the floor looked amazing!

Respectfully Submitted,

- Chief Cano