

MINUTES OF THE REGULAR MEETING

BOARD OF FIRE COMMISSIONERS

NORTH CASTLE FIRE DISTRICT NO. 2, ARMONK, NY

April 8th, 2024

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

William Fisher Chairman (via video)

Donald Dehmer Commissioner

Mario Dushi Commissioner

Ernie Lombardi Commissioner

Edwin Schultz Commissioner

Joseph McConnell Secretary

Adam Ross Treasurer

PUBLIC COMMENT

Town Councilman Jose Berra

- Town clean-up day scheduled for April 20th.
- Armonk Fol-de-rol will be held June 6 -9th.

TREASURER REPORT (attached)

COMMITTEE REPORTS

House -Commissioner Schultz & Dushi

- Social Room kitchen stove has been serviced and inspected by OSP Services
- Firehouse front door measurements & sketches are complete.
- Firehouse phone system has been updated
- A backup internet service has been installed with new hardware.
- A new Wi-Fi system has been installed in the District Office

Truck/Equipment – Commissioner Fisher & Lombardi

- New Engine 287 final factory inspection is scheduled for April 21 – 24th with expected delivery June 2024
- Awaiting a new ice rescue reel which is expected by end April.

EMS – Commissioner Lombardi

- Meeting with Town Supervisor, Chief and Bristol Assisted Living Representatives held to discuss options for reducing 911 EMS call volume.
- The Town Board will forward the Bristol Management request for an EMT waiver to the Planning Board for approval.

CHIEFS REPORT (attached)

The Chief reported during the month of February there were 38 Fire calls, 45 EMS calls and 28 False alarms for a total of 111 alarms.

OLD BUSINESS

- No new business was discussed.

NEW BUSINESS

March Minutes

–A motion was made by Commissioner Schultz, seconded by Commissioner Dushi to approve the March 11, 2024, Regular Meeting minutes as amended. All in favor (exempt Commissioner Fisher)

April Expenses

– A motion was made by Commissioner Schultz, seconded by Commissioner Dushi to approve payments totaling \$68,213.47. All in favor (exempt Commissioner Fisher)

Capital B Referendum

– The Board of Fire Commissioners adopted the following resolution.

Resolved that the Treasurer of the Fire District be authorized to withdraw the sum of up to ONE HUNDRED TWENTY THOUSAND and 00/100 (\$120,00.00) DOLLARS from the Capital Fund B Reserve Fund for repairs/renovations/improvements at the firehouse located at 400 Bedford Road, Armonk, New York.

– A motion was made by Commissioner Schultz, seconded by Commissioner Dushi to send the Capital B Referendum proposal to the district's legal counsel for review and publication. All in favor (exempt Commissioner Fisher)

OSHA Revisions

– Commissioner Fisher advised the Board that ninety five percent of the proposed OHSA revisions are currently implemented in the Fire Department and the hearing period has been extended to June 21, 2024.

Lithium-Ion Battery SOG

-The Board tabled a decision on the Chief's proposed Lithium-Ion Battery SOG pending further review.

Lithium-Ion Battery Emergency Equipment

-The Board approved the purchase of a twenty-even (27) gallon Tough Storage Tote, one plastic shove and ten tarps for Lithium-Ion Battery Emergency responses.

SCBA Bottle Replacement

-A motion was made by Commissioner Schultz, seconded by Commissioner Dushi to purchase eight (8) Scott forty-five (45) minute SCBA bottles from either MES or AAA depending on which vendor has the lower cost. All in favor (exempt Commissioner Fisher)

Fire Gear Repair

-The Board approved using Firefighters Equipment of NY to repair fire turn-out gear.

Firehouse Tours

-The Board approved the purchase of eight hundred (800) children's plastic fire helmets for children touring the firehouse.

Office Shredders

- A motion was made by Commissioner Schultz, seconded by Commissioner Dushi to purchase two office shredders for the EMS Captain and District Office from Costco at a cost not to exceed \$300.00 each. All in favor (exempt Commissioner Fisher)

Member Training

-The Board approved Emily Regals request to attend "Tactical Emergency Causality Care for Law Enforcement and First Responders" at the Center for Disaster Medicine on May 18-19, 2024, and pay \$350.00 for the course textbook.

Membership

-A motion was made by Commissioner Schultz, seconded by Commissioner Dushi to accept Albert Fanelli application as an interior firefighter. All in favor (exempt Commissioner Fisher)

-A motion was made by Commissioner, seconded by Commissioner Schultz to accept Luke Winn-Land's application as a junior member. All in favor (exempt Commissioner Fisher)

Apparatus Drivers

- A motion was made by Commissioner Schultz, seconded by Commissioner Lombardi to approve Brendon Molloy as a driver for 51B3. All in favor (exempt Commissioner Fisher)

- A motion was made by Commissioner Dushi, seconded by Commissioner Schultz to approve Charlie Swift as a driver for Ambulance 51B3. All in favor (exempt Commissioner Fisher)

There being no further business to transact, a motion was made by Commissioner Schultz, seconded by Commissioner Dushi adjourned the meeting at 8:45 PM.

Sincerely,
Joseph P. McConnell
Fire District Secretary

Treasurer's Report

April 8, 2024

Final Payment Batch for March:	\$524,349
Total Deposits for March:	\$44,781
Number of check payments:	30
Number of EFT payments:	8

- **2023 Financial Audit:** The audit is currently ongoing. Will provide updates if necessary.
- **Check Register:** Check 5144 was voided and reissued as 5167 to CCTV at a reduced amount; Check 5166 was voided due to a printing error.
- **IRS Update:** The district received a check in the amount of \$5,345.13 for the Q4 2022 payroll tax return (plus interest). It was advised to cash the check and hold the funds as a payable back to the IRS and wait for additional updates.
- **Capital Project Recommendation:** Included in tonight's meeting packet is a capital project worksheet for the board to review.

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through March 2024

	Jan - Mar 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
A1001 · Real Property Taxes				
A1001.1 · Budget Tax Money Rec'd	0.00	1,833,165.00	-1,833,165.00	0.0%
Total A1001 · Real Property Taxes	0.00	1,833,165.00	-1,833,165.00	0.0%
A2262 · Fire Protection Services Other				
A2262.1 · Banksville Ambulance Contract	0.00	20,000.00	-20,000.00	0.0%
Total A2262 · Fire Protection Services Other	0.00	20,000.00	-20,000.00	0.0%
A2401 · Interest and Earnings				
A2401.1 · Interest Earned	323.76	2,500.00	-2,176.24	12.95%
Total A2401 · Interest and Earnings	323.76	2,500.00	-2,176.24	12.95%
A2680 · Insurance Recoveries	23,491.95	0.00	23,491.95	100.0%
A2705 · Gifts and Donations				
A2705.2 · Misc - Bldg usage for voting	600.00	750.00	-150.00	80.0%
A2705 · Gifts and Donations - Other	0.00	250.00	-250.00	0.0%
Total A2705 · Gifts and Donations	600.00	1,000.00	-400.00	60.0%
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%
RA2401 · Interest Earned - Res Fund A	167.96	0.00	167.96	100.0%
RB2401 · Interest Earned - Res Fund B	2,404.60	0.00	2,404.60	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	31,988.27	1,856,665.00	-1,824,676.73	1.72%
Gross Profit	31,988.27	1,856,665.00	-1,824,676.73	1.72%
Expense				
A1930 · Judgement and Claims				
.41 · Refund Of Taxes	0.00	5,000.00	-5,000.00	0.0%
Total A1930 · Judgement and Claims	0.00	5,000.00	-5,000.00	0.0%
A3410.1 · Personal Services				
.110 · Treasurer	8,750.01	35,000.00	-26,249.99	25.0%
.111 · FICA	1,334.95	5,750.00	-4,415.05	23.22%
.112 · Federal Withholding Tax	0.00	0.00	0.00	0.0%
.113 · State Tax	0.00	14.37	-14.37	0.0%
.120 · Secretary	7,875.00	31,500.00	-23,625.00	25.0%
.170 · Temporary				
.101 · Data Entry Clerk	825.00	3,300.00	-2,475.00	25.0%
Total .170 · Temporary	825.00	3,300.00	-2,475.00	25.0%
Total A3410.1 · Personal Services	18,784.96	75,564.37	-56,779.41	24.86%
A3410.2 · Equipment				
.230 · Equipment Purchased	41,003.00	105,000.00	-63,997.00	39.05%
Total A3410.2 · Equipment	41,003.00	105,000.00	-63,997.00	39.05%
A3410.4 · Contractual Expenditures				
.40050 · EMT Services	38,348.80	160,000.00	-121,651.20	23.97%
.40100 · Office Supplies				
.40101 · Postage	8.97	500.00	-491.03	1.79%

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through March 2024

	Jan - Mar 24	Budget	\$ Over Budget	% of Budget
.40130 • Office Supplies - general	1,127.29	0.00	1,127.29	100.0%
.40140 • Bank Fees	0.00	250.00	-250.00	0.0%
.40150 • Fire House Software	75.00	0.00	75.00	100.0%
.40100 • Office Supplies - Other	0.00	6,500.00	-6,500.00	0.0%
Total .40100 • Office Supplies	1,211.28	7,250.00	-6,038.74	16.71%
.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	921.03	5,000.00	-4,078.97	18.42%
Total .40300 • Subscriptions	921.03	5,500.00	-4,578.97	16.75%
.40400 • Uniforms	1,174.85	10,000.00	-8,825.15	11.75%
.40500 • Public Drills & Inspections				
.40501 • Installation Dinner	0.00	18,000.00	-18,000.00	0.0%
.40502 • Awards	0.00	2,000.00	-2,000.00	0.0%
Total .40500 • Public Drills & Inspections	0.00	20,000.00	-20,000.00	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	925.00	9,000.00	-8,075.00	10.28%
.40703 • Consulting	2,092.50	0.00	2,092.50	100.0%
Total .40700 • Consultants	3,017.50	9,000.00	-5,982.50	33.53%
.40800 • Building and Grounds				
.40801 • Fuel, Light, Water	15,850.88	49,000.00	-33,149.12	32.35%
.40804 • Building & Grounds Improvement	0.00	25,000.00	-25,000.00	0.0%
.40805 • Building & Grounds Maintenance	22,572.32	90,000.00	-67,427.68	25.08%
.40806 • Maintenance Supplies	1,356.17	8,500.00	-7,143.83	15.96%
Total .40800 • Building and Grounds	39,779.37	172,500.00	-132,720.63	23.06%
.40900 • Fire Apparatus and Equipment				
.40901 • Tech Equipment	3,246.40	35,000.00	-31,753.60	9.28%
.40902 • Equipment Repair	23,156.98	70,000.00	-46,843.02	33.08%
.40903 • Gas, Oil, Lubricants	3,959.97	25,000.00	-21,040.03	15.84%
.40904 • Banksville Contract Share	0.00	7,000.00	-7,000.00	0.0%
.40905 • Medical Supplies	1,848.61	10,000.00	-8,151.39	18.49%
Total .40900 • Fire Apparatus and Equipment	32,211.96	147,000.00	-114,788.04	21.91%
.41000 • Fire Alarm System				
.41001 • Telephones	2,370.88	12,500.00	-10,129.12	18.97%
.41002 • Alarm Maintenance	1,135.14	5,500.00	-4,364.86	20.64%
Total .41000 • Fire Alarm System	3,506.02	18,000.00	-14,493.98	19.48%
.41100 • Hydrant Rentals	0.00	34,000.00	-34,000.00	0.0%
.41200 • Insurance				
.41202 • Public Liability & Prop Damage	0.00	67,500.00	-67,500.00	0.0%
.41204 • Other Insurance	28,507.69	32,500.00	-3,992.31	87.72%
Total .41200 • Insurance	28,507.69	100,000.00	-71,492.31	28.51%
.41300 • Legal and Auditing Fees				
.41301 • Audit Services Rendered	0.00	9,000.00	-9,000.00	0.0%
.41302 • Legal Fees	0.00	8,500.00	-8,500.00	0.0%

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through March 2024

	Jan - Mar 24	Budget	\$ Over Budget	% of Budget
Total .41300 · Legal and Auditing Fees	0.00	17,500.00	-17,500.00	0.0%
Total A3410.4 · Contractual Expenditures	148,678.48	707,750.00	-559,071.52	21.01%
A9025.8 · Local Pension Fund				
.803 · Length Of Service Awards	4,675.00	54,475.00	-49,800.00	8.58%
.865 · LOSAP - Admin Fee	0.00	4,200.00	-4,200.00	0.0%
Total A9025.8 · Local Pension Fund	4,675.00	58,675.00	-54,000.00	7.97%
A9040.8 · Workers' Compensation				
.810 · Workmens Comp	26,816.00	33,000.00	-6,184.00	81.26%
Total A9040.8 · Workers' Compensation	26,816.00	33,000.00	-6,184.00	81.26%
A9050.8 · Unemployment Insurance				
.811 · Unemployment Taxes	0.00	200.00	-200.00	0.0%
Total A9050.8 · Unemployment Insurance	0.00	200.00	-200.00	0.0%
A9060.8 · Hospital, Medical & Accidnt Ins				
.806 · Medical Exams	1,718.08	25,000.00	-23,281.92	6.87%
Total A9060.8 · Hospital, Medical & Accidnt Ins	1,718.08	25,000.00	-23,281.92	6.87%
A9710.6 · Redemption of Bonds				
.611 · Serial Bond Prin Pyt	405,000.00	405,000.00	0.00	100.0%
.670 · Greene County Serial Bond	0.00	125,000.00	-125,000.00	0.0%
Total A9710.6 · Redemption of Bonds	405,000.00	530,000.00	-125,000.00	76.42%
A9710.7 · Interest on Bonds				
.711 · Bond Interest Due	29,500.00	48,875.00	-19,375.00	60.36%
.755 · Greene County Bond Interest	0.00	8,115.00	-8,115.00	0.0%
Total A9710.7 · Interest on Bonds	29,500.00	56,990.00	-27,490.00	51.76%
A9901.9 · Transfer to Other Funds				
.904 · Transfer to Fund A from GF	0.00	200,000.00	-200,000.00	0.0%
.905 · Transfer to Fund B from GF	0.00	60,000.00	-60,000.00	0.0%
Total A9901.9 · Transfer to Other Funds	0.00	260,000.00	-260,000.00	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%
Total Expense	676,175.52	1,857,179.37	-1,181,003.85	36.41%
Net Ordinary Income	-644,187.25	-514.37	-643,672.88	125,238.11%
Other Income/Expense				
Other Income				
A2665 · Sales of Equipment	0.00	0.00	0.00	0.0%
A2701 · Refunds of Prior Year's Expense	677.09	500.00	177.09	135.42%
A2706 · Grants from Local Governments				
.50 · LGRMIF Grant	1.26			
Total A2706 · Grants from Local Governments	1.26			
Total Other Income	678.35	500.00	178.35	135.67%
Net Other Income	678.35	500.00	178.35	135.67%
Net Income	-643,508.90	-14.37	-643,494.53	4,478,141.27%

North Castle Fire District #2		
Abstract of Claims		
April 2024		
Check	Claimant	Amount
5168	AAA Emergency Supply Co.	\$ 3,715.14
5169	Adam F. Ross	\$ 1,960.55
5170	Allclean Building Maintenance	\$ 3,200.00
5171	Amazon Capital Services	\$ 76.99
5172	Better Water Well Systems, Inc.	\$ 1,008.00
5173	Boomers Gardening Inc.	\$ 1,855.00
5174	Bound Tree Medical, LLC	\$ 512.95
5175	Carlos Cano	\$ 200.00
5176	Hopewell Fire Apparatus Service Co., Inc.	\$ 1,919.24
5177	Joseph McConnell	\$ 1,927.84
5178	Konica Minolta Business Solutions	\$ 12.00
5179	Metrocom Wireless, Inc	\$ 621.71
5180	Michael Gagliardi Jr.	\$ 200.00
5181	Mt. Kisco Truck & Auto Parts	\$ 445.70
5182	Municipal Emergency Services, Inc.	\$ 1,329.09
5183	O.S.P. Fire Protection	\$ 320.50
5184	RICOH USA, Inc.	\$ 215.00
5185	Securitas Technology Corporation	\$ 1,135.14
5186	Starnet Emergency Services, Inc.	\$ 12,739.60
5187	Sunny Communications, Inc.	\$ 2,608.78
5188	The Niles Agency	\$ 19,874.16
5189	Tire Buys	\$ 1,039.96
5190	Town of North Castle Feb Electric: \$1,968.68 Feb Gasoline: \$454.86 Repairs: \$295.42	\$ 2,718.96
5191	Verizon	\$ 353.45
5192	Verizon Wireless	\$ 162.61

North Castle Fire District #2
Abstract of Claims
April 2024

Check	Claimant	Amount
5193	Veso Life	\$ 2,146.13
EFT	Cardmember Service	\$ 405.24
EFT	CLEARFLY	\$ 130.59
EFT	Con Edison	\$ 3,051.12
EFT	Crystal Rock LLC	\$ 113.91
EFT	NYS Dept. of Taxation and Finance	\$ 445.94
EFT	Optimum	\$ 217.91
EFT	United States Treasury	\$ 1,640.26
Check Total		Batch Total
26		\$ 68,303.47

Chief's Report to Board of Fire Commissioners

April 2024

Calls:

During the month of March there were 38 fire calls and 45 ambulance calls for a total of 83 alarms. There were 28 false alarms for the month.

Apparatus:

The mileage on the Chief cars are as follows:

2021: 21,979

2022: 128,282

2023: 39,481

I would like to recommend both Charlie Swift and Brendan Molloy be approved to be drivers on 51-B3.

Training:

Emily Regals is requesting permission to attend "Tactical Emergency Casualty Care (TECC) for Law Enforcement and First Responders (LEO) *PLUS* Rescue Task Force (RTF)" at the Center for Disaster Medicine, 7 Dana Rd, Valhalla, NY on 5/18/24 - 5/19/24 at a cost of \$350 plus a text book. A flier for the class is attached

Gear:

Current status of fire / ems gear on order, is attached to this report. All gear (with the exception of one set of EMS gear) has been received.

We have (2) Members gear that need to be repaired (zippers) and I would like the board to consider using Firefighters Equipment of NY (<http://www.ffeny1.com/index.html>) for repairs. They will come to the firehouse and make the needed repairs onsite as well as many other services in the future. They come highly recommended from the chief of Banksville who uses them for all his repairs.

There is also an alternate company to consider (<https://www.bunkergearcleaners.com>) formerly known as Minerva who would make the repairs as well, but it involves shipping the gear back and forth to their facility in the Bronx.

SOG

I would like the board to approve the SOG attached (4.34) related to Lithium-Ion Battery Fires (Mobility / Small Battery). This SOG was presented to the membership in "draft" format during the 4/1/2024 drill.

Bristol

The Bristol went to court for violations related to not having an "EMT" on staff. Lawyers for the Bristol outlined why they are unable to have an EMT due to various DOH policies they must follow. The town directed them to file paperwork with the planning board to come up with a solution to the issue and it will likely take some input from the FD. The chief's have had some preliminary discussions with the town in regards to what the FD would like to replace the EMT requirement in the Bristol's site plan. The chairman of the planning board would like to meet with the Board of Fire Commissioners to discuss the situation further.

Equipment

I am requesting the board buy 800 plastic fire helmets to be used to give out to children during open houses and tour visits. We have depleted the supply we had.

I am requesting the board buy an additional plastic shovel (same as the orange one recently bought). The purpose is to keep a shovel on both E286 and U-82 for the purpose of removing Li-Ion batteries from inside a structure.

I am requesting the board buy a 27 Gal. Tough Storage Tote in Black with Yellow Lid (or something similar) from home depot to store some of the Li-Ion battery mitigation equipment and associated paperwork.

I am requesting the board buy a couple of inexpensive tarps from harbor freight <https://www.harborfreight.com/7-ft-4-inch-x-9-ft-6-inch-all-purpose-weather-resistant-tarpaulin-877.html> at a cost of \$5 each. These would be used for situations, where we need to cover something and do not expect or want the tarp back.

Brian Fenster

Chief of Department

#4.34 - Lithium-Ion Battery Fires (Mobility / Small Battery)

Revision Date: 4/03/2024

Standard Operating Guideline - Emergency Response

Purpose

To ensure the proper handling of a fire involving mobility / small batteries (drones / tablets or similar electronic devices)..

Scope

These guidelines shall apply to all members of the Armonk Fire Department while engaged in a fire or thermal runaway event of small Lithium-Ion batteries. These would typically be found in mobility devices such as hoverboards, scooters as well as other small electronic devices such as tablets or drones. Anything larger should follow guidelines related to EV (electric vehicle) fires.

Guideline

Response:

1. The Armonk Fire Department should follow a structure fire response. The response may be altered by the incident commander or first unit on scene.
2. Utility 82 should also respond as it contains equipment needed to transport / properly dispose of the batteries, once the incident has been stabilized.

Fire:

1. Full PPE including SCBA should be worn when handling or in the vicinity of batteries that have become or might become involved in fire / thermal runaway.
2. Rapid re-ignition of the batteries can occur at any moment and without warning.
3. A charged hose line should be stretched if batteries have been involved or are currently involved in fire. Use the hose line to cool down batteries and extinguish fire in the surrounding area as needed.
4. A TIC should be used to monitor battery temperatures during the entirety of the event.
5. A search for any loose battery cells should be done as they may have become dislodged from the main battery pack during the thermal runaway / fire incident.

The incident commander should consider if the Westchester County Hazmat Team should be requested or if disposal can be safely handled by the Armonk Fire Department.

Disposal (If handled by the Armonk Fire Department):

1. The disposal / handling of the batteries should be done by firefighter(s) wearing full PPE including SCBA.
 2. A small metal can with a lid that contains a material called Cell Block should be used to help with battery disposal. Cell Block is an insulating material that can be used to help safely store the damaged batteries. The metal can should have a plastic bag already inside that contains the Cell Block.
 3. Using a plastic shovel or plastic tongs, the damaged battery (including any loose cells) should be removed from the structure and placed a safe distance away.
 4. The batteries and any loose cells should then be placed in the metal can, if they no longer appear to be in active thermal runaway.
 5. The can should be filled with additional Cell Block as needed and then sealed.
 6. The can should have a sticker indicating it contains Lithium Ion batteries.
 7. Monitor the sealed can with a TIC for several minutes to ensure it is currently stable.
 8. The Incident commander should follow the directions needed to contact 60 control or the H-MRF and fill out the Lithium Ion Battery recovery form both located in the appendix on this document.
 9. If transporting the damaged batteries / can offsite, it should be done in the back of Utility 82 or a similar vehicle and never in a vehicle passenger compartment. Be aware, re-ignition can occur at anytime
 10. Once safely transported to the H-MRF, replacement Cell Block and can(s) should be ordered and placed back on Utility 82.
-

NORTH CASTLE FIRE DISTRICT #2

PART I - CAPITAL PROJECT INFORMATION SHEET

Project Name: Fire Station Repairs & Upgrades

Department: Fire - Building & Grounds Improvement

Account Code: A3410.40804

Start Year: 2024

End Year: 2024

☐ Maintenance ☒ New Project
☒ Replacement ☒ Improvement/Upgrade
☐ Other:

PROJECT DESCRIPTION: (Clearly describe scope/schedule, identify approvals required, A&E, etc.)

The Board of Fire Commissioners have identified items noted below that require immediate repairs and replacement. All of these repairs and upgrades fall under consideration for usage of Reserve Fund B (Building/Grounds). 10% of the total project's costs were budgeted for any unforeseen increases in labor or parts. All unused funds at the project's completion will be transferred back to Reserve Fund B.

STATEMENT OF NEED/ISSUES: (Provide metrics, when possible, and connect with Dept. Capital Program)

Roof repairs are needed to stop water intrusion and prevent further damage to the building from leaks. Overall the roof is still in good condition and the repairs will extend the useful life. The cabinets that currently store turnout gear for the volunteers is not optimal for the department's intended use and are degraded. Proper cabinets need to be strong enough to hold the weight of gear and allow enough space for organization that assists with quick response times. The original main kitchen stove on the 2nd floor is older, requires repairs, and is inefficient for the department's needs. The front doors to the building are damaged and do not function properly. They have not been accessible for almost a year and needs a complete, customized replacement.

OTHER CONSIDERATIONS:

Guiding Principle: Provide the best quality infrastructure and municipal facilities to aid emergency services to the town

☐ Reimbursement (grant, state, etc.), describe:

☐ Public/Private Partnership, describe:

In FY23, project was reflected in FY _____ for _____

FINANCIALS:

	<u>Fiscal Year</u>	<u>Project Costs</u>	<u>Incremental Operating Costs at Completion</u>
<u>Prior 3 Years</u>			
<u>Budgeted</u>	Total	\$0	
<u>Current Request</u>	FY2024	\$120,000	\$0
<u>Projected</u>	FY2025	\$0	\$0
	FY2026	\$0	\$0
	FY2027	\$0	\$0
	FY2028	\$0	\$0
	5-Year Total	\$120,000	\$0

NORTH CASTLE FIRE DISTRICT #2

PART II - PROJECT COST WORKSHEET

Project Name: Fire Station Repairs & Upgrades

Description	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Front Doors - Replacement	\$30,000					\$30,000
Turnout Gear Cabinets	\$35,000					\$35,000
Roof Repairs	\$25,000					\$25,000
New Kitchen Equipment	\$18,000					\$18,000
Parts & Labor Overages*	\$12,000					\$12,000
						\$0
						\$0
						\$0
						\$0
						\$0
Project Costs	\$120,000	\$0	\$0	\$0	\$0	\$120,000
Contingencies						\$0
Total Project Costs	\$120,000	\$0	\$0	\$0	\$0	\$120,000

Comments:

**Parts & Labor Overages is a budgeted allocation for any unforeseen additions to the projectes listed and will only be utilized if necessary*

NORTH CASTLE FIRE DISTRICT #2

PART III - SUPPLEMENTAL (Photos, maps, drawings, etc.)

Project Name: Fire Station Repairs & Upgrades
Supplemental #1:



Supplemental #2:



Supplemental #3:



I & M Construction LLC
2 Indian Trl
US
isufnezaj@gmail.com
www.landmny.com

Estimate



ADDRESS
Armonk Fire Department
400 Bedford Rd
Armonk, NY 10504

ESTIMATE #	DATE
2053	03/10/2024

ACTIVITY	QTY	RATE	AMOUNT
Armonk Fire Station Entry Door Double arch top 2 1/2 wood door to match existing door. Existing hinges and door closer are being reused, Furnish and install ON DUPRIN VERTICAL ROD RIGHT & LEFT HAND FURNISH AND INSTALL STAIN AND REFINISH TO MATCH EXISTING COLOR			
GRAND TOTAL	1	27,500.00	27,500.00
LEAD TIME 8-10 WEEKS			
TOTAL			\$27,500.00

Accepted By

Accepted Date

10071745, 1185272

AFFIDAVIT OF PUBLICATION

State of Wisconsin
County of Brown

N. Jacobs being duly sworn, deposes and says she is the Principal Clerk of The Journal News, Division of Gannett Newspaper Subsidiary, publishers of following newspaper published in Westchester and Rockland Counties, State of New York, of which annexed is a printed copy, out from said newspaper has been published in said newspaper editions dated:

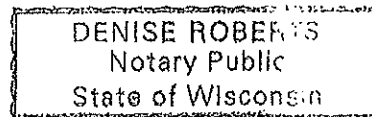
04/17/2024

Denise Jacobs

Subscribed and sworn to before me this 17 day of April, 2024

Denise Roberts
Exp. 4-6-27

Notary Public
State of Wisconsin, County of Brown



LEGAL NOTICE

PLEASE TAKE NOTICE that at a regular meeting of the Board of Fire Commissioners of the North Castle Fire District No. 2 of the Town of North Castle, Westchester County, New York, held on April 8, 2024, a resolution was adopted, an abstract of which is as follows:

RESOLVED that the Treasurer of the Fire District be authorized to withdraw the sum of up to ONE HUNDRED TWENTY THOUSAND and 00/100 (\$120,000.00) DOLLARS from the Capital Fund B Reserve Fund for repairs/renovations/improvements at the firehouse located at 400 Bedford Road, Armonk, New York

PLEASE TAKE FURTHER NOTICE that the adoption of this resolution is subject to permissive referendum and shall take effect thirty (30) days after its adoption, unless there shall be filed in the interim with the Fire District Secretary a petition signed and acknowledged or approved in the same manner as a deed to be recorded by resident taxpayers of the North Castle Fire District No. 2 owning taxable real property aggregating at least one-quarter of the assessed valuation of all taxable real property of the Fire District, as such valuations appear on the latest completed assessment rolls of the Town of North Castle, protesting against such resolution and requesting that it be submitted to the qualified electors of the Fire District for their approval.

JOSEPH McCONNELL, SECRETARY
NORTH CASTLE FIRE DISTRICT NO. 2

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(845) 357-2660
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