

MINUTES OF THE REGULAR MEETING

BOARD OF FIRE COMMISSIONERS

NORTH CASTLE FIRE DISTRICT NO. 2, ARMONK, NY

June 9, 2025

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

William Fisher	Chairman
Donald Dehmer	Commissioner
Mario Dushi	Commissioner
Ernie Lombardi	Commissioner
Edwin Schultz	Commissioner
Joseph McConnell	Secretary
Adam Ross	Treasurer

PUBLIC COMMENT

- Edward Woodyard
 - Presented the plans for the Town of North Castle's 250th anniversary celebration.
- Town Councilman Jose Berra
 - Advised that the Town had updated the extended use permit for the Westchester County Airport underground parking at Kings Street.
 - The Town extended the special use permit for the property located at Maple Ave and Bedford Road for two months.

TREASURER REPORT (attached)

COMMUNICATIONS – None

COMMITTEE REPORTS

House -Commissioners Schultz

- Annual elevator inspection completed.
- Painting project for the first floor completed.
- Firehouse windows to be professionally cleaned June 22nd.
- Tom Massoni will be contacted to repair the building's three rear door frames.
- Commissioner Fisher will research vendors to repair the front sidewalk and rear door concrete pad.
- Commissioner Lombardi to contact Crown Trophy's to update the Chief's and Deceased Member plaques.

Truck – Commissioner Fisher

- The District Vehicle will be inspected June 10th.
- 51B2 oil leak has been repaired.
- Ambulance 51B1 will be sent to Town Garage for a wheel extension.

EMS – No Update

CHIEFS REPORT (attached)

The Chief reported during the month of May there were 60 Fire and 55 EMS calls totaling 115 alarms. There were 47 false alarms.

OLD BUSINESS

Stairwell Occupancy Light Control

-The Board decided not to go forward with the Skyline Electric Corp proposal for motion detectors for regulating the hallway lighting.

NEW BUSINESS

May Minutes

-A motion made by Commissioner Schultz, seconded by Commissioner Lombardi to approve May 12, 2025, Regular Meeting minutes. All in favor.

June Expenses

– A motion made by Commissioner Schultz, seconded by Commissioner Lombardi to approve April payments totaling \$65,830.05. All in favor.

2024 District Audit

– A motion made by Commissioner Dushi, seconded by Commissioner Schultz to accept the RBT CPAs, LLP December 31 ,2024 audited Financial Report. All in favor.

Firehouse Floor Cleaning

-A motion was made by Commissioner Lombardi, seconded by Commissioner Schultz to accept the Stanley Steemer proposal for cleaning the Firehouse tile floors at a cost of \$1,888.50. All in favor.

Commissioner and Member Photos

-The Board will engage photographer James Fleming to take photos of the Board of Fire Commissioners and new members.

Training Room Reservation

-A motion was made by Commissioner Lombardi, seconded by Commissioner Dushi to allow FF DiVito the use of the training room July 6, 7 and 9 for volleyball referee training. A Certificate of Insurance is required for the event. All in favor.

June/July Parades

-A motion was made by Commissioner Lombardi, seconded by Commissioner Schultz to give permission to the Fire Company to take E286, E287, 51B1 and U85 to the Mamaroneck Fire Department Parade Friday June 27th and to the Mt. Kisco Fire Department parade Friday July 11th, 2025. All in favor.

EMS Gear

- The Board agreed that when an EMT completes their probationary period they will be issued personal EMS gear.

Active Member Uniform Update

-The Board agreed to replace the current Class B uniform with a blue pullover shirt for probationary members and active members will receive the same pullover shirt with their badge number and name embroidered into the shirt.

Junior Member Uniform Update

-The Board agreed the revised junior uniform will be a blue hat and polo shirt without pants.

There being no further business to be carried out, a motion made by Commissioner Lombardi, seconded by Commissioner Dushi to adjourn the meeting at 9:52 P.M. All in favor.

Sincerely,

Joseph P. McConnell
Fire District Secretary

Chief's Report to Board of Fire Commissioners

June 2025

Calls:

During the month of May there were 60 fire calls and 55 ambulance calls for a total of 115 alarms. There were 47 false alarms for the month.

Apparatus:

The mileage on the Chief cars are as follows:

2021: 36,763

2022: 13,926

2023: 52,895

Cascade Grant

The Tablet does not appear to be charging correctly with the case / charger provided by AAA. I have asked Matt Manfredi for help and he advised he has ordered a new charger in an attempt to see if it resolves the issue.

Junior Members:

I would like to discuss the Junior member program with the board and explore possible ways to improve it.

Equipment:

I am requesting a new charger for the 4 gas meter on Engine 288. Members have reported the current charger is not working correctly.

Parades:

I am requesting permission to take E286, E287, 51B1 and U82 (as an option) to the Mamaroneck parade Friday June 27th 2025 and to the Mt. Kisco Parade Friday July 11th 2025.

Thank you

Treasurer's Report

June 9, 2025

Final Payment Batch for May:	\$189,246.30
Total Deposits for May:	\$1,705,719.00
Number of check payments:	28
Number of EFT payments:	7
Number of Wire payments:	0

- **2024 Financial Audit:** Will review and seek to approve management report and draft financials.
- **District Reserve Fund A:** All funds were transferred to new account. Will close the older account at the conclusion of June.
- **CREST Grant Update**

North Castle Fire District #2

Abstract of Claims

June 2025

Check	Claimant	Amount
5603	AAA Emergency Supply Co.	\$ 3,791.75
5604	Adam F. Ross	\$ 2,104.42
5605	Allclean Building Maintenance	\$ 3,600.00
5606	Amazon Capital Services	\$ 336.14
5607	Armonk Hardware Company	\$ 94.08
5608	Better Water Well Systems, Inc.	\$ 439.00
5609	Bound Tree Medical, LLC	\$ 415.49
5610	City Line Auto Service, Inc.	\$ 3,978.35
5611	Edwin Schultz	\$ 12.67
5612	Hopewell Fire Apparatus Service Co., Inc.	\$ 1,207.59
5613	Ivkosic Painting Corp.	\$ 8,250.00
5614	Joseph McConnell	\$ 2,177.48
5615	Konica Minolta Business Solutions	\$ 12.00
5616	Kornfeld,Rew,Newman & Simeone	\$ 780.00
5617	MES Service Company, LLC	\$ 1,743.63
5618	Metrocom Wireless, Inc	\$ 2,535.67
5619	RICOH USA, Inc.	\$ 215.00
5620	Starnet Emergency Services, Inc.	\$ 12,784.83
5621	Stryker Sales, LLC	\$ 2,589.50
5622	Susan Macellaro	\$ 923.50
5623	Town of North Castle April Electric: \$2,711.44 April Repairs: \$718.83 April Gas: \$582.10	\$ 4,012.37
5624	Verizon	\$ 323.47

North Castle Fire District #2		
Abstract of Claims		
June 2025		
Check	Claimant	Amount
5625	Verizon Wireless	\$ 142.57
5626	Westchester Health Medical, P.C.	\$ 1,667.24
5627	Armonk Independent Fire Company, Inc.	\$ 7,875.00
EFT	Cardmember Service	\$ 391.91
EFT	CLEARFLY	\$ 134.57
EFT	Con Edison	\$ 503.27
EFT	NYS Dept. of Taxation and Finance	\$ 437.71
EFT	Optimum	\$ 221.92
EFT	Primo Brands	\$ 101.42
EFT	United States Treasury	\$ 2,027.50
Check Total		Batch Total
25		\$ 65,830.05

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through May 2025

	Jan - May 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
A1001 · Real Property Taxes				
A1001.1 · Budget Tax Money Rec'd	1,880,719.00	1,880,719.00	0.00	100.0%
Total A1001 · Real Property Taxes	1,880,719.00	1,880,719.00	0.00	100.0%
A2262 · Fire Protection Services Other				
A2262.1 · Banksville Ambulance Contract	0.00	22,500.00	-22,500.00	0.0%
Total A2262 · Fire Protection Services Other	0.00	22,500.00	-22,500.00	0.0%
A2401 · Interest and Earnings				
A2401.1 · Interest Earned	375.45	2,500.00	-2,124.55	15.02%
Total A2401 · Interest and Earnings	375.45	2,500.00	-2,124.55	15.02%
A2680 · Insurance Recoveries	13,854.46	0.00	13,854.46	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	7,622.80	250.00	7,372.80	3,049.12%
Total A2705 · Gifts and Donations	8,222.80	1,000.00	7,222.80	822.28%
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				
A5031.4 · Transfer in from Reserve Fund A	0.00	0.00	0.00	0.0%
A5031.5 · Transfer in from Reserve Fund B	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	1,984.78			
RB2401 · Interest Earned - Res Fund B	2,742.72			
RB5031 · Transfer in to Reserve Fund B				
.200 · Transfer from General Fund	0.00	0.00	0.00	0.0%
Total RB5031 · Transfer in to Reserve 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	1,907,899.21	1,906,719.00	1,180.21	100.06%
Gross Profit	1,907,899.21	1,906,719.00	1,180.21	100.06%
Expense				
A1930 · Judgement and Claims				
.41 · Refund Of Taxes	3,084.31	5,000.00	-1,915.69	61.69%
Total A1930 · Judgement and Claims	3,084.31	5,000.00	-1,915.69	61.69%
A3410.1 · Personal Services				
.110 · Treasurer	15,833.35	38,000.00	-22,166.65	41.67%
.111 · FICA	2,403.41	6,417.50	-4,014.09	37.45%
.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	14,583.31	35,000.00	-20,416.69	41.67%
.170 · Temporary				
.101 · Data Entry Clerk	1,000.00	0.00	1,000.00	100.0%
Total .170 · Temporary	1,000.00	0.00	1,000.00	100.0%
Total A3410.1 · Personal Services	33,820.07	79,417.50	-45,597.43	42.59%
A3410.2 · Equipment				
.230 · Equipment Purchased	19,282.86	105,000.00	-85,717.14	18.37%

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through May 2025

	Jan - May 25	Budget	\$ Over Budget	% of Budget
Total A3410.2 - Equipment	19,282.86	105,000.00	-85,717.14	18.37%
A3410.4 - Contractual Expenditures				
.40050 - EMT Services	63,924.15	153,420.00	-89,495.85	41.67%
.40100 - Office Supplies				
.40101 - Postage	0.00	500.00	-500.00	0.0%
.40130 - Office Supplies - general	1,363.72			
.40131 - Secretary Supplies	0.00	0.00	0.00	0.0%
.40140 - Bank Fees	0.00	250.00	-250.00	0.0%
.40150 - Fire House Software	0.00	0.00	0.00	0.0%
.40100 - Office Supplies - Other	7.99	6,000.00	-5,992.01	0.13%
Total .40100 - Office Supplies	1,371.71	6,750.00	-5,378.29	20.32%
.40200 - Travel Expenses				
.40201 - Convention	0.00	500.00	-500.00	0.0%
.40202 - Motel	0.00	0.00	0.00	0.0%
.40203 - Travel	18.36	5,000.00	-4,981.64	0.37%
Total .40200 - Travel Expenses	18.36	5,500.00	-5,481.64	0.33%
.40300 - Subscriptions				
A40302 Community Awareness	0.00	500.00	-500.00	0.0%
.40301 - Dues / Subscriptions	1,302.83	4,500.00	-3,197.17	28.95%
Total .40300 - Subscriptions	1,302.83	5,000.00	-3,697.17	26.06%
.40400 - Uniforms	1,075.00	8,000.00	-6,925.00	13.44%
.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	400.00	1,240.00	-840.00	32.26%
Total .40600 - Election Expense	400.00	1,740.00	-1,340.00	22.99%
.40700 - Consultants				
.40701 - Training	205.00	13,019.00	-12,814.00	1.58%
.40703 - Consulting	0.00	0.00	0.00	0.0%
Total .40700 - Consultants	205.00	13,019.00	-12,814.00	1.58%
.40800 - Building and Grounds				
.40801 - Fuel, Light, Water	25,647.89	52,000.00	-26,352.11	49.32%
.40804 - Building & Grounds Improvement	128,725.00	36,000.00	92,725.00	357.57%
.40805 - Building & Grounds Maintenance	48,460.14	100,000.00	-51,539.86	48.46%
.40806 - Maintenance Supplies	1,722.60	9,000.00	-7,277.40	19.14%
Total .40800 - Building and Grounds	204,555.63	197,000.00	7,555.63	103.84%
.40900 - Fire Apparatus and Equipment				
.40901 - Tech Equipment	8,999.00	32,665.00	-23,666.00	27.55%
.40902 - Equipment Repair	35,192.74	65,000.00	-29,807.26	54.14%
.40903 - Gas,Oil, Lubricants	6,389.48	27,500.00	-21,110.52	23.23%
.40904 - Banksville Contract Share	0.00	7,875.00	-7,875.00	0.0%
.40905 - Medical Supplies	6,542.96	11,000.00	-4,457.04	59.48%
Total .40900 - Fire Apparatus and Equipment	57,124.18	144,040.00	-86,915.82	39.66%
.41000 - Fire Alarm System				
.41001 - Telephones	4,111.69	11,500.00	-7,388.31	35.75%
.41002 - Alarm Maintenance	2,361.48	5,500.00	-3,138.52	42.94%
Total .41000 - Fire Alarm System	6,473.17	17,000.00	-10,526.83	38.08%
.41100 - Hydrant Rentals	0.00	0.00	0.00	0.0%
.41200 - Insurance				
.41202 - Public Liability & Prop Damage	74,905.10	74,925.00	-19.90	99.97%

TOWN OF NORTH CASTLE FIRE DISTRICT NO. 2
Profit & Loss Budget vs. Actual
January through May 2025

	Jan - May 25	Budget	\$ Over Budget	% of Budget
.41204 · Other Insurance	34,562.85	34,625.00	-62.15	99.82%
Total .41200 · Insurance	109,467.95	109,550.00	-82.05	99.93%
.41300 · Legal and Auditing Fees				
.41301 · Audit Services Rendered	0.00	9,000.00	-9,000.00	0.0%
.41302 · Legal Fees	780.00	8,000.00	-7,220.00	9.75%
Total .41300 · Legal and Auditing Fees	780.00	17,000.00	-16,220.00	4.59%
Total A3410.4 · Contractual Expenditures	446,697.98	698,019.00	-251,321.02	64.0%
A9025.8 · Local Pension Fund				
.803 · Length Of Service Awards	5,090.85	86,480.00	-81,389.15	5.89%
.865 · LOSAP - Admin Fee	0.00	5,090.00	-5,090.00	0.0%
Total A9025.8 · Local Pension Fund	5,090.85	91,570.00	-86,479.15	5.56%
A9040.8 · Workers' Compensation				
.810 · Workmens Comp	32,335.00	32,335.00	0.00	100.0%
Total A9040.8 · Workers' Compensation	32,335.00	32,335.00	0.00	100.0%
A9050.8 · Unemployment Insurance				
.811 · Unemployment Taxes	0.00	500.00	-500.00	0.0%
Total A9050.8 · Unemployment Insurance	0.00	500.00	-500.00	0.0%
A9060.8 · Hospital, Medical & Accident Ins				
.806 · Medical Exams	9,975.96	25,950.00	-15,974.04	38.44%
Total A9060.8 · Hospital, Medical & Accident Ins	9,975.96	25,950.00	-15,974.04	38.44%
A9710.6 · Redemption of Bonds				
.611 · Serial Bond Prin Pyt	425,000.00	425,000.00	0.00	100.0%
.670 · Greene County Serial Bond	125,000.00	125,000.00	0.00	100.0%
Total A9710.6 · Redemption of Bonds	550,000.00	550,000.00	0.00	100.0%
A9710.7 · Interest on Bonds				
.711 · Bond Interest Due	19,375.00	28,125.00	-8,750.00	68.89%
.755 · Greene County Bond Interest	3,651.25	6,302.50	-2,651.25	57.93%
Total A9710.7 · Interest on Bonds	23,026.25	34,427.50	-11,401.25	66.88%
A9901.9 · Transfer to Other Funds				
.904 · Transfer to Fund A from GF	0.00	220,000.00	-220,000.00	0.0%
.905 · Transfer to Fund B from GF	0.00	65,000.00	-65,000.00	0.0%
Total A9901.9 · Transfer to Other Funds	0.00	285,000.00	-285,000.00	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%
RB9901 · Transfer from Reserve Fund B				
.920 · Transfer to General Fund	0.00	0.00	0.00	0.0%
Total RB9901 · Transfer from Reserve Fund B	0.00	0.00	0.00	0.0%
Total Expense	1,123,313.28	1,907,219.00	-783,905.72	58.9%
Net Ordinary Income	784,585.93	-500.00	785,085.93	-156,917.19%
Other Income/Expense				
Other Income				
A2665 · Sales of Equipment	0.00	0.00	0.00	0.0%
A2701 · Refunds of Prior Year's Expense	0.00	500.00	-500.00	0.0%
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%
Total Other Income	0.00	500.00	-500.00	0.0%
Net Other Income	0.00	500.00	-500.00	0.0%
Net Income	784,585.93	0.00	784,585.93	100.0%