

# Verdoy Fire District

988 Troy Schenectady Road  
Latham, New York 12110  
Phone (518) 785-7291  
Fax (518) 785-6044

## Present were:

Commissioners Germaine (PG)	<input checked="" type="checkbox"/>	Counselor Terry Hannigan	<input checked="" type="checkbox"/>	President Jasiewicz	<input checked="" type="checkbox"/>
Commissioner Russell (PR)	<input checked="" type="checkbox"/>	Counselor Tim Hannigan	<input type="checkbox"/>	Secretary Vroman	<input checked="" type="checkbox"/>
Commissioner Vroman (LV)	<input checked="" type="checkbox"/>	Chief Politis	<input checked="" type="checkbox"/>	Treasurer Scimeca	<input checked="" type="checkbox"/>
Commissioner Bentley (PB)	<input type="checkbox"/>	Chief Leonardo	<input type="checkbox"/>	Other: _____	<input type="checkbox"/>
Commissioner Friedman (EF)	<input checked="" type="checkbox"/>	Chief Carmichael	<input checked="" type="checkbox"/>	Other: _____	<input type="checkbox"/>

## Call to Order:

- The March 22, 2018 Commissioners Meeting of the Verdoy Fire District was called to order at the Verdoy Fire Department by Commissioner Germaine at 6:59 PM.

## Pledge of Allegiance & Moment of Silence

## Approve Minutes:

- Motion by PR and 2<sup>nd</sup> by LV to approve and waive the reading of minutes of the regular meeting held on February 22, 2018.

## Correspondence:

- Notice in regards to the 146<sup>th</sup> Annual FASNY Convention being held August 9-12 at the Holiday Inn Hotel in Syracuse.
- Notice in regards to Advanced Commissioner Training again

## Treasurer's Report:

- As of February 28, District Funds totaled \$1,484,505.66; Motion by LV, 2<sup>nd</sup> by PR.

## Payment of Bills:

- Motion by EF, 2<sup>nd</sup> by PR, the Board approved payment of the vouchers as audited.
  - Changes to the January 25<sup>th</sup> Bill Abstract – additions/deletions of:
    - ADD Target Solutions - \$4,438.20 under account code .404
    - ADD Chris' Coffee - \$71.10 under account code .4182
    - ADD LaRosa's Automotive - \$935.00 under account code .4112 (per Chief Leonardo's approval upon his return)
    - BOFC directed Treasurer to transfer the LOSAP money in the amount of \$90,957.00

Resolution 18-23 WHEREAS, the Verdoy Fire District enters into installment purchase contract for an amount NTE \$250,000 for a period of time not exceeding 10 years for partial financing on the Sutphen Engine (Custom Pumper) through First Niagara-Key Bank at the prevailing rate of interest at the time of closing. **(EXTENDED VERSION OF RESOLUTION ATTACHED TO END OF MINUTES)**

- Motion by PR, and 2<sup>nd</sup> by LV; All in favor, motion passed.

**Executive Session:**

- Motion by PG 2<sup>nd</sup> by LV, to enter into executive session at 7:37pm to discuss the employment history of a particular person.
- Motion by LV 2<sup>nd</sup> by PR, to exit executive session at 7:57pm with no action taken.

**Commissioners:**

**Germaine**

- No report

**Russell**

- CT Male
- Updated extensive summary in dropbox
- Change to Sutphen pumper price – see new business
- Fitness Equipment (see March 2018 Quotes & purchase request under new business)

**Vroman**

- 2017 Service Award (LOSAP) Final Report has been completed and everyone on the BOFC has a copy.
- Meeting will be held to update those in question of receiving their LOSAP for 2017
- Software for card access is going to be obsolete as of August 31<sup>st</sup>, 2018. Received a quote from current company (Phillips Locksmiths) to upgrade our current system. After speaking with Elliot, he advised that this was a sole source procurement. Setting up a meeting with Gary Phillips.
- The Contract with Hart Alarm Systems was renewed.
- Motion by LV, 2<sup>nd</sup> by PG, to appoint the following inspectors for the Special Election to be held on Tuesday April 24<sup>th</sup> between the hours of 6pm and 9pm and authorize the payment of \$35:
  - Chair: Richard Nash
  - Election Inspector: Russ Santore
  - Election Inspector: Gail Friedman
  - Alternate: Karin Wheatley
  - Alternate: Chris VanBlarcom

**Bentley**

- No report

**Friedman**

- Brief discussion on job duties; move “building grounds” from PR to EF
- Brief discussion on small vehicles; will be seeing the Equinox once the other utility vehicles are set up. Also looking to get DOT stripes put on all vehicles.
- Brief discussion on posting draft minutes – Tabled until next meeting
- Brief discussion on the Service Award Program and how LOSAP is earned; LV to set up a meeting with LOSAP committee and Penflex.

**Attorney Hannigan:**

- No report

**President Jasiewicz:**

- No Report

**Report of Chiefs:**

- Lengthy discussion on budgeted amount for Association contract – Chief Politis
- Brief discussion on the new Draft Bailout policy – Chief Politis
- Brief discussion on the new Draft EMS Response policy – Chief Politis
- Brief discussion on Recruiting/Retention – Chief Politis
- ARFF related issues; Chief Serio will act as the Liaison – Chief Politis
- Purchase Requests (see new business)
- Town Planning Board meeting was held on Tuesday March 6: One of the projects in the District was being discussed and looking for Concept approval. Was there to make sure that Verdoy's concerns about fire apparatus accessibility was being addressed. There is going to be an emergency access road that connects to this project to/from Watervliet Shaker Rd. ISSUE RESOLVED – Asst. Chief Leonardo
- The new Chief's car was delivered. Quotes were due Tuesday March 20<sup>th</sup> by 5pm. Received 4 quotes, all can be found in the dropbox. – Asst. Chief Leonardo
- Squad 11 apparatus committee: Based upon other priorities within the fire department such as recruitment and retention and the new fire engine, committee to spec a squad type on hold until the end of summer. We will still continue to look at demos and welcome manufactures in but no decisions will be made until later on. – Asst. Chief Leonardo
- Bluetooth speaker for the Chief's car; something that would clip onto the visor. Research has found several kinds and brands available with average cost around \$35 -\$40 each for a decent one. This is not a budgeted item. – Asst. Chief Leonardo
- SCBA pack holders: Requesting two (2), one each to be installed in rear of the SUV's (Tahoe & Expedition). Once the new Chiefs car is in service, these two (2) older SUV's will be set up identical and used as utility vehicles for fire calls, ems calls, drills, etc. A formal plan to follow next month after more discussions with Chief Politis and Commissioner Friedman. The pack holders cost under \$100 each. This is not a budgeted item. – Asst. Chief Leonardo
- Getting quotes for new rear high visibility chevron striping for the Tahoe, Expedition and Pickup. The work will not be done until the new chief's car is in service. This is not a budgeted item. More of a safety item. – Asst. Chief Leonardo
- Update on the Restricted Membership Program; looking to get the SOG approved – Asst. Chief Carmichael

**Unfinished Business:**

- None

**New Business:**

- Motion by PR, 2<sup>nd</sup> by LV, to spend up to \$8,447.73 under account code A104.15 for the purchase of exercise equipment. (budgeted – Y or N) All in favor, motion passed.
- Motion by PR, 2<sup>nd</sup> by EF, to spend up to \$260.00 under account code A104.20 to purchase an additional Phoenix Helmet. (budgeted – Y or N) All in favor, motion passed.
- Motion by EF, 2<sup>nd</sup> by PR, to spend up to \$650.00 under account code A104.20 to purchase radio batteries, radio cases for the new radios and Minitor 5 batteries. (budgeted – Y or N) All in favor, motion passed.
- Motion by EF, 2<sup>nd</sup> by PR, to spend up to \$955.60 under account code A104.20 to purchase 10 SCBA mask bags, 20 nomex hoods and tetrahedron stickers. (budgeted – Y or N) All in favor, motion passed.
- Motion by EF, 2<sup>nd</sup> by LV, to spend up to \$3785.30 under account code A104.10 to purchase 10 sets of fire boots. (budgeted – Y or N) All in favor, motion passed.
- Motion by LV, 2<sup>nd</sup> by EF, to spend up to \$900.00 under account code A104.10 to purchase Turtle plastic cribbing. (budgeted – Y or N) All in favor, motion passed.
- Motion by LV, 2<sup>nd</sup> by PR, to spend up to \$3000.00 under account code A104.10 to purchase 3 reconditioned AEDs for EMS first responders. (budgeted – Y or N) All in favor, motion passed.
- Motion by EF, 2<sup>nd</sup> by PR, to spend up to \$1500.00 under account code A104.20 to purchase 3 Primary Care bags for EMS first responders. (budgeted – Y or N) All in favor, motion passed.
- Motion by LV, 2<sup>nd</sup> by EF, to spend up to \$600.00 under account code A104.20 to purchase 1 Laerdal compact suction unit to replace the existing suction on EMS 11. (budgeted – Y or N) All in favor, motion passed.
- Motion by EF, 2<sup>nd</sup> by PR, to spend up to \$219.00 under account code .401 to purchase the updated version of Quickbooks. (budgeted – Y or N) All in favor, motion passed.
- Motion by EF, 2<sup>nd</sup> by LV, to spend up to \$1,124.00 under account code A104.30 to have Albany Communications complete the install of equipment in the new Chiefs Car, 2018 Ford. (budgeted – Y or N) All in favor, motion passed.
- Motion by LV, 2<sup>nd</sup> by PG, to spend up to \$2000.00 under account code .437 to purchase job shirts for the active members of the department. (budgeted – Y or N) PR – Yae, LV – Yae, EF – Nay, PG – Yae; motion passed.
- Motion by EF, 2<sup>nd</sup> by PR, to spend up to \$2500.00 under account code A909 to match the Verdoy Volunteer Fire Associations contribution to Recruitment and Retention. (budgeted – Y or N) All in favor, motion passed.
- Motion by EF, 2<sup>nd</sup> by LV, to spend up to \$115.06 under account code .4112 to purchase 2 Scott pack holders for the utility vehicles. (budgeted – Y or N) All in favor, motion passed.
- Motion by EF, 2<sup>nd</sup> by LV, to spend up to \$120.00 under account code .4112 to purchase Bluetooth speakers for the Chiefs cars. (budgeted – Y or N) All in favor, motion passed.
- Motion by PR, 2<sup>nd</sup> by LV, to accept the Sutphen change order dated 3/21/2018 as amended which is a total of \$16,720.54 above original contract price for a total contract price of \$562,437.44. All in favor, motion passed.

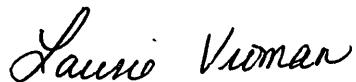
**Adjournment:**

- Motion made by PR, with a second from LV, to adjourn the meeting at 10:22pm. All in favor, motion carried.

**2018 Meeting Schedule (All meetings begin at 7:00pm unless otherwise noted):**

- April 24 (Special Election)
- April 26 (Regular Meeting)
- May 24 (Regular Meeting)
- June 28 (Regular Meeting)
- July 26 (Regular Meeting)
- August 23 (Regular Meeting)
- September 27 (Regular Meeting)
- October 16 (Public Budget Hearing)
- October 25 (Regular Meeting)
- November 29 (Regular Meeting)
- December 11 (District Elections)
- December 20 (Regular Meeting)

Respectfully Submitted,



Laurie Vroman  
Secretary

## **VERDOY FIRE DISTRICT**

### **RESOLUTION AUTHORIZING THE APPROVAL OF AN INSTALLMENT PURCHASE CONTRACT FOR APPARATUS**

#### **RESOLUTION No. 18-23**

**BY THE BOARD OF FIRE COMMISSIONERS OF VERDOY FIRE DISTRICT IN THE TOWN OF COLONIE, COUNTY OF ALBANY, STATE OF NEW YORK, BY A VOTE OF ALL THE MEMBERS OF THE BOARD OF FIRE COMMISSIONERS PRESENT AT A REGULAR MEETING OF THE BOARD HELD ON MARCH 22, 2018 THAT:**

**WHEREAS, Pursuant to General Municipal Law Section 109-b the Board of Fire Commissioners ("Board") is authorized to adopt a resolution to enter into an installment purchase contract for the purchase of apparatus; and**

**WHEREAS, by prior resolution the Board has approved the acquisition of a Sutphen Custom Engine ("Engine") of a type, design, and function in conformance with the specifications issued by the Verdox Fire District ("Fire District") let for competitive bid pursuant to General Municipal Law Section 103 and 2 NYCRR 39.4; and**

**WHEREAS, the estimated total cost of the Engine is approximately \$575,000 and the Board of Fire Commissioners expects to finance approximately \$250,000 of the purchase price with the cost of financing estimated to be \$48,783 over ten (10) years under the proposed installment purchase contract; and**

**WHEREAS, pursuant to 2 NYCRR 39.2 the Board has conducted an evaluation of financing alternatives and determined that an installment purchase contract is the most favorable of the alternatives considered including those offering of statutory and serial bonds as the installment purchase contract has a competitive rate of interest when compared with the lowest bond quotes from Bank of Greene County and M&T Bank; it allows for prepayment without penalty and without the necessity of "calling" bonds it results in a lower aggregate net payment over the term and; it maintains level payments throughout the term of the financing; and**

**WHEREAS, a written Evaluation of the Financing Alternatives was prepared by the Fire District Treasurer and approved by the Board and is incorporated by reference herein and made part of the Board's record of proceedings in this regard and expounded upon by the Board's determination that although financing of the capital improvement could be accomplished by means of bonding in some manner or species, there is a benefit to the Fire District in both the interest rate and the ability to prepay the loan without penalty that makes the installment purchase contract the best alternative and superior to traditional bonding authorized under the Local Finance Law, and**

**WHEREAS, that upon this Board's consideration of its long-term financial obligations and given its past practice of prepaying indebtedness before maturity, and the reasonable expectation for that practice to continue; and**

WHEREAS, upon evaluation of the financing alternatives, upon consideration being given to the specific reasons set forth in the preceding paragraphs, and upon due deliberation by the Board being had thereon, the Board determines that it is in the best interests of the Fire District to enter into an installment purchase contract with KeyBank N.A. for the financing of the Engine.

NOW, THEREFORE BE IT RESOLVED THAT

The Board agrees to enter into an installment purchase contract with KeyBank N.A. at the prevailing rate of interest at the time of closing projected to be approximately 4.2%, in an amount not to exceed \$250,000, for a term not to exceed ten (10) years pursuant to General Municipal Law Section 109-b; and

BE IT FURTHER RESOLVED THAT pursuant to 6 NYCRR §617.5(c)(25), the purchase of fire apparatus is deemed to be a Type II action, has been determined to not have a significant adverse impact on the environment, and has been specifically exempted from review under the New York State Environmental Quality Review Act; and

BE IT FURTHER RESOLVED THAT the Chairman of the Board and the Fire District Secretary and Treasurer are hereby authorized to execute such documents as may be necessary to formalize the terms of the installment purchase contract; and

BE IT FURTHER RESOLVED THAT pursuant to General Municipal Law Section 109b(5)(a), this resolution is subject to mandatory referendum of the resident electors of the Fire District to be held at a Special Election on Tuesday April 24, 2018, the details of which are set forth in a separate resolution of this Board; and

BE IT FURTHER RESOLVED THAT the Notice of Special Election be published as provided by law and that the proposition for consideration at the mandatory referendum read substantially as follows:

*Proposition 1*

*Shall the resolution approved by the Board of Fire Commissioners on March 22, 2018 authorizing the financing to pay a portion of the cost of a new Sutphen Custom Pumper be provided by means of an installment purchase contract pursuant to General Municipal Law § 109-b; authorizing the Fire District to enter into of such an installment purchase contract with Key Bank NA with a period of financing not to exceed ten (10) years, in an amount not to exceed Two Hundred Fifty Thousand Dollars (\$250,000) at the prevailing rate of interest at the time of execution of the installment purchase contract which rate is anticipated to be approximately 4.20%; with such amount of financing to be offset by any federal, state, county, and/or local funds received; declaring that the entry into such installment purchase contract is subject to mandatory referendum; determining the statutory period of probable usefulness of said Sutphen Custom Pumper to be twenty (20) years; delegating the power to authorize and execute such documents and undertake such tasks as may be necessary to accomplish such objective to the Board of Fire Commissioners and its lawful designees; containing an estoppel clause and providing for the publication of an estoppel notice, be approved?*

Motion to approve the resolution made by Commissioner Russell  
Seconded by Commissioner Vroman

On the motion:

Commissioner Bentley	<u>    </u> Aye	<u>    </u> Nay	<u>  X  </u> Absent
Commissioner Germaine	<u>  X  </u> Aye	<u>    </u> Nay	
Commissioner Leonardo	<u>  X  </u> Aye	<u>    </u> Nay	
Commissioner Russell	<u>  X  </u> Aye	<u>    </u> Nay	
Commissioner Vroman	<u>  X  </u> Aye	<u>    </u> Nay	

The resolution was adopted.

Laurie Vroman, Secretary  
Verdoy Fire District