

MINUTES

Regular Meeting of the Eastchester Board of Fire Commissioners
Location: Eastchester Town Hall - Courtroom - 40 Mill Road, Eastchester
(Thursday, April 11, 2024)

Board Members Present:

Chairman Paul Carlo
Commissioner Paul M. Ranellone
Commissioner Anthony J. Lore, Sr.
Commissioner Brian E. Keating
Commissioner Tony Cerasi

In Attendance:

Chief Brian Tween
Treasurer Jamie Hedstrom
Secretary Marissa "Isang" Smith -

1. Call to Order

Action: 1.1 - Meeting called to order

The meeting was called to order at 7:00 PM by Chairman Carlo.

2. Salute to the Flag

3. Adoption of Minutes

BE IT RESOLVED: That the Board of Fire Commissioners approves to adopt the following meeting minutes:

- March 14, 2024: Regular Meeting
- March 27, 2024: Special Meeting

Motion by Chairman. Carlo, seconded by Commr. Ranellone

Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Keating, Chairman. Carlo

4. Treasurer Report

Treasurer Jamie Hedstrom submitted the following report:

April 11, 2024

To: Board of Fire Commissioners, Eastchester Fire District
From: Jamie Hedstrom, Treasurer
Subject: Actual vs. Budget Comparison, March 2024

The financials as of March 31, 2024 present a net budget surplus of approximately \$560K.

Funds allocated to 2024

Below is the current list of budget encumbrances for 2024.

Budget Encumbrances- Purchases initiated that won't be complete until 2024

Coats, Boots, Helmets- partially expended Feb 2024	\$69,000.00
Radio Equipment	\$75,294.65
Hoses and Nozzles – fully expended Feb 2024	\$22,210.00
Fire Equip and Capital Outlay- Cruisers Division – partially expended as of Feb 2024	\$120,000.00
Fire Equip and Capital Outlay- Ladder Truck- expended March 2024	\$400,000.00
Total Budget Encumbrances	\$686,504.65

The ladder truck has been delivered and paid for as of March 31st. The additional funding required of \$515,163.38 was appropriated from the unreserved surplus available.

Budget Encumbrances- Ladder Truck

Ladder Truck Commitment	\$1,852,000.00
2023 Encumbrance- Fire Equip and Cap Outlay	(\$400,000.00)
2023 Treasury Direct Interest	(\$366,536.62)
2023 Misc Income- FEMA grant, SAM grant, auction proceeds	(\$570,300.00)
Additional Funding Required	\$515,163.38

Construction Projects:

Location	Vendor	Description	Cost	Remainder	Funding
Station 4	Vinco	Apparatus Floor	\$ 852,474.76	\$ 5,800.00	Split- remainder General Fund
Station 4	B&B	Heating & ADA Compliance	\$ 794,272.00	\$ 84,100.00	Capital Reserve
Station 3	Highland Associates	Apparatus Floor- Architectural Only	\$ 34,500.00	\$ 34,500.00	General Fund

Current Balance in Capital Reserve: \$464,331.34
Remainder after Station 4 Permissive Referendum (\$760,000): \$363,181.05
Remainder in Permissive Referendum Balance: \$49,828.00

Other:

Treasury Direct Investments

We have ceased our Treasury Direct Investments at this time. These investments will begin again after our tax collection in May.

Year-End Audit

Our year-end audit with BST & Co. is currently ongoing. We will be filing our AUD with New York State by the extended due date of April 30th.

Tax Collection

We anticipate that we will receive our full tax levy from the Town, in the amount of \$20,866,263, in early May.

RFPs for Services- Electrical, HVAC, Plumbing

In 2021, the Eastchester Fire District went out for RFP for general electrical, HVAC, and plumbing services. The purpose of these RFPs was to establish long-term relationships with one or more vendors in a non-exclusive service and maintenance contracts for a period of three years. The three-year period for each contract has now expired. The Chief and I are recommending that we go out for RFP again in a similar manner. With the Board's approval, we will start this process with assistance from Isang and input from C&G.

Onix- Google Workspace License Renewal

We have received the proposal to renew our Google Workspace Licenses through Onix Networking Corporation. The renewal is for 38 licenses at a cost of \$162/license for a period of 3 years, at a total cost of \$6,156.00 per year. The cost includes access and maintenance of Google Vault, which is necessary for FOIL purposes.

Note that this quote does lock us in for the full three-year period, and includes a 25% per license multi-year discount. The Board does have the option to renew for a shorter term, however, a discount likely would not apply.

Please note that we do have the option to change our email addresses to .gov, which comes at no additional cost.

Eastchester, NY Fire District
Budget vs. Actuals: FY2023 - FY23 P&L
January- February 2024

	Actual	Budget	Total over Budget	% of Budget
Income				
Use of Capital Reserve	139,019.00	139,019.00		
Appropriated Fund Balance	495,163.38	495,163.38		
Budget Encumbrances	1,502,046.62	1,502,046.62	0.00	100.00%
1001 Real Property Taxes		0.00	0.00	
2401 Interest Earnings	41,660.49		41,660.49	
2705 Miscellaneous Income	1,325.00		1,325.00	
2770 Workers Comp - Reimbursement	7,316.34	5,250.00	2,066.34	139.36%
Total Income	\$ 2,186,530.83	\$ 2,141,479.00	\$ 45,051.83	102.10%
Gross Profit	\$ 2,186,530.83	\$ 2,141,479.00	\$ 45,051.83	102.10%
Expenses				
1110.5 Outside Services	7,439.49	3,000.00	4,439.49	247.98%
1120.5 Fire Prevention	1,075.00	1,000.00	75.00	107.50%
1140.5 Payroll Processing Expense	3,114.48	2,750.01	364.47	113.25%
1150.5 Insurance	36,278.27	72,500.00	(36,221.73)	50.04%
1170.5 Other Miscellaneous Expenses	551.95	3,000.00	(2,448.05)	18.40%
1180.5 Education & Travel	748.45	1,250.01	(501.56)	59.88%
1200.5 Recruitment	0.00	1,250.01	(1,250.01)	0.00%
3010.2 Coats, Boots, Helmets	64,997.28	73,750.00	(8,752.72)	88.13% BE
3020.2 Tank Refills, Testing & Rep	691.33	5,000.01	(4,308.68)	13.83%
3030.2 Hoses & Nozzles	26,301.43	27,210.01	(908.58)	96.66% BE
3040.2 Tires	6,467.50	3,999.99	2,467.51	161.69%
3050.2 Gasoline, Oil, Grease, Etc.	3,856.06	12,500.01	(8,643.95)	30.85%
3060.2 Fuel & Electric	61,308.92	20,000.01	41,308.91	306.54%
3070.2 Telephone	3,388.02	13,749.99	(10,361.97)	24.64%
3090.2 Certiorari	4,503.63	50,000.01	(45,496.38)	9.01%
3105.4 Uniforms	26,771.17	30,000.00	(3,228.83)	89.24%
3110.4 Shop Equipment & Tools		1,250.01	(1,250.01)	0.00%
3115.4 Emergency Equipment	50,512.99	37,500.00	13,012.99	134.70%
3120.4 EMS Supplies and Services	4,822.06	5,000.01	(177.95)	96.44%
3125.4 Computers, Software & Internet	14,605.99	16,550.01	(1,944.02)	88.25%
3130.4 Office Supplies	2,379.57	2,000.01	379.56	118.98%
3135.4 Postage	87.36	375.00	(287.64)	23.30%
3140.4 Subscriptions	85.00	300.00	(215.00)	28.33%
3145.4 Association Dues	500.00	375.00	125.00	133.33%
3150.4 Elections & Referendums		0.00	0.00	
3155.4 Sewer Tax	12,994.04	14,000.00	(1,005.96)	92.81%
3160.4 Fire Training	18,000.00	13,000.00	5,000.00	138.46%
3210.3 Vehicle Maintenance	25,415.57	17,499.99	7,915.58	145.23%
3220.3 Radio Equipment & Maintenance	202.88	15,000.00	(14,797.12)	1.35%
3230.3 Ladder & Pump Testing		999.99	(999.99)	0.00%
3240.3 Bldg/Prop Repairs & Maintenance	53,187.92	32,499.99	20,687.93	163.66%
3410.11 Fire Chief salary	55,776.00	54,000.00	1,776.00	103.29%

3410.12 Assistant Fire Chief salary	49,341.60	43,749.99	5,591.61	112.78%
3410.13 Fire Captains salary	200,044.80	217,500.00	(17,455.20)	91.97%
3410.14 Fire Lieutenants salary	298,790.40	324,999.99	(26,209.59)	91.94%
3410.15 Uniformed Firefighters salary	1,373,058.40	1,449,999.99	(76,941.59)	94.69%
3410.16 Maintenance Workers salary	17,311.20	18,706.26	(1,395.06)	92.54%
3410.17 Mechanics salary	10,125.00	12,500.01	(2,375.01)	81.00%
3410.18 Treasurer/Secy/PT Asst salary	39,757.20	44,049.99	(4,292.79)	90.25%
3410.2 Fire Equipment and Capital Outlay	2,058,473.20	2,189,018.99	(130,545.79)	94.04% CAP/BE
3410.42 Accountants / Auditors fees		15,000.00	(15,000.00)	0.00%
3410.44 Year-End fees		0.00	0.00	
Total 3410.42 Accountants / Auditors fees	\$ -	\$ 15,000.00	\$ (15,000.00)	0.00%
3410.46 Consultants fees	1,500.00		1,500.00	
3410.465 Consultant Fees- Engineers		16,250.01	(16,250.01)	0.00%
3410.47 Professional Consultants fees	3,043.00	22,500.00	(19,457.00)	13.52%
Total 3410.46 Consultants fees	\$ 4,543.00	\$ 38,750.01	\$ (34,207.01)	11.72%
3410.49 Payroll Clearing account	10,041.83		10,041.83	
3410.81 Disabled Firemen salary -207A's	37,460.78	50,250.00	(12,789.22)	74.55%
3411.1 Holiday Pay	2,682.24	0.00	2,682.24	
3413.1 Overtime - Firefighters	74,764.42	207,562.50	(132,798.08)	36.02%
3413.12 Overtime- Training	0.00	0.00	0.00	
3413.13 Overtime- Sick Incentive	1,964.40	24,999.99	(23,035.59)	7.86%
3413.2 Overtime - Fire Prevention	8,251.91	9,999.99	(1,748.08)	82.52%
3414.1 EMT Training	3,100.00	5,000.01	(1,900.01)	62.00%
3416.1 Terminal Leave	91,049.42	50,000.00	41,049.42	182.10%
9010.8 NYS Retirement		0.00	0.00	
9020.8 Social Security	173,103.17	194,750.01	(21,646.84)	88.88%
9030.8 Payroll Tax - MTA	7,693.68	9,705.75	(2,012.07)	79.27%
9040.8 Workers Compensation		0.00	0.00	
9045.8 Life Insurance - Local 916	21,970.13	23,000.00	(1,029.87)	95.52%
9050.8 Physician / Medical costs	11,835.00	15,000.00	(3,165.00)	78.90%
9060.81 Hospital	851,566.70	876,950.01	(25,383.31)	97.11%
9060.82 Dental	140,000.00	140,000.00	0.00	100.00%
9060.83 Optical Plan - Local 916	47,400.00	45,000.00	2,400.00	105.33%
Total Expenses	\$ 6,020,390.84	\$ 6,537,803.56	\$ (517,412.72)	92.09%
Net Operating Income	\$ (3,833,860.01)	\$ (4,396,324.56)	\$ 562,464.55	87.21%
Net Income	\$ (3,833,860.01)	\$ (4,396,324.56)	\$ 562,464.55	87.21%

Eastchester, NY Fire District
Budget vs. Actuals: FY2024 Budget - FY24 P&L
 January - December 2024

	Actual	Appropriated for 2025	Actual + Appropriated	Budget-with Modifications	Total		over Budget	% of Budget
					Original Budget	Budget Encumbrances from 2024 & Mods		
Income								
Use of Capital Reserve	139,019.00		139,019.00	139,019.00	0.00	139,019.00	0.00	100.00%
Appropriated Fund Balance	495,163.38		495,163.38	495,163.38	0.00	495,163.38	0.00	100.00%
Budget Encumbrances	1,502,046.62		1,502,046.62	1,623,341.27	0.00	1,623,341.27	(121,294.65)	92.53%
1001 Real Property Taxes	20,866,263.00		20,866,263.00	20,866,263.00	20,866,263.00	0.00	0.00	100.00%
2401 Interest Earnings	43,609.23		43,609.23			0.00	43,609.23	
2680 Insurance Recoveries			0.00			0.00	0.00	
2701 Refund of PY Expenditure			0.00			0.00	0.00	
2705 Miscellaneous Income	1,325.00		1,325.00			0.00	1,325.00	
2770 Workers Comp - Reimb	7,316.34		7,316.34	21,000.00	21,000.00	0.00	(13,683.66)	34.84%
Total Income	\$ 23,054,742.57	\$ -	\$ 23,054,742.57	\$ 23,144,786.65	\$ 20,887,263.00	\$ 2,257,523.65	\$ (90,044.08)	99.61%
Gross Profit	\$ 23,054,742.57	\$ -	\$ 23,054,742.57	\$ 23,144,786.65	\$ 20,887,263.00		\$ (90,044.08)	99.61%
Expenses								
1110.4 Archiving Services & Exp	0.00		0.00	0.00	0.00	0.00	0.00	
1110.5 Outside Services	7,439.49		7,439.49	12,000.00	12,000.00	0.00	(4,560.51)	62.00%
1120.5 Fire Prevention	1,075.00		1,075.00	9,000.00	9,000.00	0.00	(7,925.00)	11.94%
1140.5 Payroll Processing Exp	4,755.56		4,755.56	11,000.00	11,000.00	0.00	(6,244.44)	43.23%
1150.5 Insurance	40,946.08		40,946.08	145,000.00	145,000.00	0.00	(104,053.92)	28.24%
1170.5 Other Miscellaneous Expenses	551.95		551.95	12,000.00	12,000.00	0.00	(11,448.05)	4.60%
1180.5 Education & Travel	748.45		748.45	5,000.00	5,000.00	0.00	(4,251.55)	14.97%
1200.5 Recruitment	0.00		0.00	5,000.00	5,000.00	0.00	(5,000.00)	0.00%
3010.2 Coats, Boots, Helmets	64,997.28		64,997.28	144,000.00	75,000.00	69,000.00	(79,002.72)	45.14%
3020.2 Tank Refills, Testing & Rep	691.33		691.33	20,000.00	20,000.00	0.00	(19,308.67)	3.46%
3030.2 Hoses & Nozzles	26,301.43		26,301.43	42,210.00	20,000.00	22,210.00	(15,908.57)	62.31%
3040.2 Tires	6,467.50		6,467.50	16,000.00	16,000.00	0.00	(9,532.50)	40.42%
3050.2 Gasoline, Oil, Grease, Etc.	3,856.06		3,856.06	50,000.00	50,000.00	0.00	(46,143.94)	7.71%
3060.2 Fuel & Electric	64,356.08		64,356.08	80,000.00	80,000.00	0.00	(15,643.92)	80.45%
3070.2 Telephone	3,388.02		3,388.02	55,000.00	55,000.00	0.00	(51,611.98)	6.16%
3090.2 Certiorari	4,503.63		4,503.63	200,000.00	200,000.00	0.00	(195,496.37)	2.25%
3105.4 Uniforms	26,771.17		26,771.17	75,000.00	75,000.00	0.00	(48,228.83)	35.69%

Eastchester, NY Fire District
Budget vs. Actuals: FY2024 Budget - FY24 P&L
 January - December 2024

	Total							
	Actual	Appropriated for 2025	Actual + Appropriated	Budget-with Modifications	Original Budget	Budget Encumbrances from 2024 & Mods	over Budget	% of Budget
3110.4 Shop Equipment & Tools	0.00		0.00	5,000.00	5,000.00	0.00	(5,000.00)	0.00%
3115.4 Emergency Equipment	50,512.99		50,512.99	150,000.00	150,000.00	0.00	(99,487.01)	33.68%
3120.4 EMS Supplies and Services	4,822.06		4,822.06	20,000.00	20,000.00	0.00	(15,177.94)	24.11%
3125.4 Computers, Software & Internet	18,097.29		18,097.29	66,200.00	66,200.00	0.00	(48,102.71)	27.34%
3130.4 Office Supplies	2,379.57		2,379.57	8,000.00	8,000.00	0.00	(5,620.43)	29.74%
3135.4 Postage	87.36		87.36	1,500.00	1,500.00	0.00	(1,412.64)	5.82%
3140.4 Subscriptions	85.00		85.00	1,200.00	1,200.00	0.00	(1,115.00)	7.08%
3145.4 Association Dues	500.00		500.00	1,500.00	1,500.00	0.00	(1,000.00)	33.33%
3150.4 Elections & Referendums	0.00		0.00	10,500.00	10,500.00	0.00	(10,500.00)	0.00%
3155.4 Sewer Tax	12,984.04		12,984.04	14,000.00	14,000.00	0.00	(1,005.96)	92.81%
3160.4 Fire Training	18,000.00		18,000.00	26,000.00	26,000.00	0.00	(8,000.00)	69.23%
3210.3 Vehicle Maintenance	25,415.57		25,415.57	70,000.00	70,000.00	0.00	(44,584.43)	36.31%
3220.3 Radio Equipment & Maintenance	20,050.84		20,050.84	135,294.65	60,000.00	75,294.65	(115,243.81)	14.82%
3230.3 Ladder & Pump Testing	0.00		0.00	4,000.00	4,000.00	0.00	(4,000.00)	0.00%
3240.3 Bldg/Prop Repairs & Maintenance	53,187.92		53,187.92	130,000.00	130,000.00	0.00	(76,812.08)	40.91%
3410.11 Fire Chief salary	63,744.00		63,744.00	216,000.00	216,000.00	0.00	(152,256.00)	29.51%
3410.12 Assistant Fire Chief Salary	56,390.40		56,390.40	175,000.00	175,000.00	0.00	(118,609.60)	32.22%
3410.13 Fire Captains salary	233,385.60		233,385.60	870,000.00	870,000.00	0.00	(636,614.40)	26.83%
3410.14 Fire Lieutenants salary	348,588.80		348,588.80	1,300,000.00	1,300,000.00	0.00	(951,411.20)	26.81%
3410.15 Uniformed Firefighters salary	1,604,299.00		1,604,299.00	5,800,000.00	5,800,000.00	0.00	(4,195,701.00)	27.66%
3410.16 Maintenance Workers salary	20,196.40		20,196.40	74,825.00	74,825.00	0.00	(54,628.60)	26.99%
3410.17 Mechanics salary	12,187.50		12,187.50	50,000.00	50,000.00	0.00	(37,812.50)	24.38%
3410.18 Treasurer/Secy/PT Asst salary	46,360.40		46,360.40	176,200.00	176,200.00	0.00	(129,839.60)	26.31%
3410.2 Fire Equipment and Capital Outlay	2,058,473.20	500,000.00	2,558,473.20	2,611,019.00	520,000.00	2,091,019.00	(52,545.80)	78.84%
3410.42 Accountants / Auditors fees	0.00		0.00	17,500.00	17,500.00	0.00	(17,500.00)	0.00%
3410.46 Consultants fees	1,500.00		1,500.00	0.00	0.00	0.00	1,500.00	

Eastchester, NY Fire District
Budget vs. Actuals: FY2024 Budget - FY24 P&L
 January - December 2024

	Total							
	Actual	Appropriated for 2025	Actual + Appropriated	Budget-with Modifications	Original Budget	Budget Encumbrances from 2024 & Mods	over Budget	% of Budget
3410.465 Consultant Fees- Engineers	0.00		0.00	65,000.00	65,000.00	0.00	(65,000.00)	0.00%
3410.47 Professional Consultants fees	3,043.00		3,043.00	90,000.00	90,000.00	0.00	(86,957.00)	3.38%
3410.48 Labor Consultants	0.00		0.00	0.00	0.00	0.00	0.00	
Total 3410.46 Consultants fees	\$ 4,543.00	\$ -	\$ 4,543.00	\$ 155,000.00	\$ 155,000.00	\$ -	\$ (150,457.00)	2.93%
3410.49 Payroll Clearing account	18,382.64		18,382.64			0.00	18,382.64	
3410.81 Disabled Firemen salary -207A's	43,704.16		43,704.16	201,000.00	201,000.00	0.00	(157,295.84)	21.74%
3411.1 Holiday Pay	2,682.24		2,682.24	560,000.00	560,000.00	0.00	(557,317.76)	0.48%
3412.1 Retroactive Salary	0.00		0.00	0.00	0.00	0.00	0.00	
3413.1 Overtime - Firefighters	106,401.09		106,401.09	830,250.00	830,250.00	0.00	(723,848.91)	12.82%
3413.12 Overtime- Training	0.00		0.00	96,965.00	96,965.00	0.00	(96,965.00)	0.00%
3413.13 Overtime- Sick Incentive	4,124.04		4,124.04	100,000.00	100,000.00	0.00	(95,875.96)	4.12%
3413.2 Overtime - Fire Prevention	10,210.09		10,210.09	40,000.00	40,000.00	0.00	(29,789.91)	25.53%
3414.1 EMT Training	3,100.00		3,100.00	20,000.00	20,000.00	0.00	(16,900.00)	15.50%
3416.1 Terminal Leave	91,049.42		91,049.42	200,000.00	200,000.00	0.00	(108,950.58)	45.52%
9010.8 NYS Retirement	0.00		0.00	3,250,000.00	3,250,000.00	0.00	(3,250,000.00)	0.00%
9020.8 Social Security	201,634.76		201,634.76	779,000.00	779,000.00	0.00	(577,365.24)	25.88%
9030.8 Payroll Tax - MTA	8,961.81		8,961.81	38,823.00	38,823.00	0.00	(29,861.19)	23.08%
9040.8 Workers Compensation	0.00		0.00	255,000.00	255,000.00	0.00	(255,000.00)	0.00%
9045.8 Life Insurance -Local 916	21,970.13		21,970.13	46,000.00	46,000.00	0.00	(24,029.87)	47.76%
9050.8 Physician / Medical costs	13,395.00		13,395.00	60,000.00	60,000.00	0.00	(46,605.00)	22.33%
9060.81 Hospital	832,979.16		832,979.16	3,507,800.00	3,507,800.00	0.00	(2,674,820.84)	23.75%
9060.82 Dental	140,000.00		140,000.00	140,000.00	140,000.00	0.00	0.00	100.00%
9060.83 Optical Plan - Local 916	47,400.00		47,400.00	50,000.00	50,000.00	0.00	(2,600.00)	94.80%
Total Expenses	\$ 6,457,144.51	\$ 500,000.00	\$ 6,957,144.51	\$ 23,144,786.65	\$ 20,827,263.00	\$ 2,257,523.65		27.90%
Net Operating Income	\$ 16,597,598.06	\$ 500,000.00	\$ 16,097,598.06	\$ -	\$ -	\$ -	\$ 16,097,598.06	
Net Income			\$ 16,097,598.06	\$ -	\$ -			

NOTES: Treasurer Hedstrom clarified that if the Board intended to make appointments for Lieutenant promotions, they would need to request and receive the Nomination List. Chief Tween inquired about the validity period of the list, to which Hedstrom responded that it was valid for 60 days.

5. Chief Report

Chief Tween submitted the following report:

Alarm activity: 330

Fire: 2

EMS/Rescue: 192

Mutual Aid Received: 1 (NRFD)

Mutual Aid Given: 1 (Yonkers FD for MVA on border)

- 1) Three probationary firefighters in the Career Fire Academy are doing well. Unfortunately, one member turned in their resignation.
- 2) Vehicle and equipment maintenance is being done in house as much as possible by part-time mechanic Hank Henninger. The new Pierce TL-17 was delivered to the local dealer and is currently getting equipment mounted and radios installed. The in-service training for the four groups on the new tower ladder begins on April 30th and the new truck should go in service in early May in the North End firehouse. Hank's mechanic report for March was emailed to the Board on 4/9/24.
- 3) Tim Dalton's weekly maintenance reports for March were emailed to the Board on 4/9/24. Unfortunately, the new HVAC system malfunctioned and water leaked in the dormitory. We are working with B&B Construction Group on repairing the damage. There is a change order to install saddles in the showers from B&B Construction Group LLC for \$4,221.00. I authorized the work to expedite the members moving back into the firehouse. Would the Board discuss approving payment of this change order?
- 4) Fire Prevention and Code Enforcement activities continue with numerous plan reviews and inspections. The Fire Prevention reports were emailed to the Board on 4/9/24.
- 5) Currently there are two members are out on long term absence and one member is assigned to light duty and is working with Isang on digitizing the Fire Prevention records.
- 6) There are currently five High School seniors that have signed up to be interns starting May 6th or May 13th. Three are from Eastchester HS, one from Tuckahoe HS and one from Bronxville HS.
- 7) I ask the Board for authorization to purchase a second Genesis powered stair chair on the EFD credit card for \$3,459.97. We received the first one last month and it has been well received by the membership on lift assist and EMS calls. I believe purchasing a second chair to keep in the North End firehouse will help prevent a potential line of duty injury to the members. I have attached the quote from Genesis for \$3,459.97, and one from Stryker for \$16,162.35.
- 8) Would the Board please discuss the repair of the traffic light on Main Street for \$11,450.00?
- 9) I will be attending the PERMA workers compensation conference in May. I ask the Board to authorize one night hotel stay at the conference at the PERMA rate of \$269.00.
- 10) I would like to offer my congratulations to firefighter Sean McGee, badge #175, on his retirement effective March 31, 2024. Sean began his career with the Eastchester Fire

District on 2/22/2003 and served the residents for over 21 years. I wish him a long and healthy retirement.

- 11) Local veteran Michael Fix passed away on March 24, 2024. He was our contact at the American Legion LeRoy Gregory Post 979 where we hold the Fire District elections each year. He was a true gentleman and I offer condolences to his family and friends. I ask the Board to end the meeting with a moment of silence in his memory.

Respectfully submitted April 11, 2024 by Fire Chief Brian Tween

6. Secretary Report

Secretary Marissa “Isang” Smith submitted the following report:

COMMUNITY OUTREACH

- 1) Social Media - 9 posts for March - Extreme Weather Alerts becoming more common. We reminded the public that if they are experiencing an emergency, call 9-1-1. If you lose power, report outages directly to ConEd. Report flooding to the local Fire Department emergency number 914-793-6400. Report wires or trees down to local police. Monitor later forecasts and be alert for possible flood warnings.
- 2) Continued work on website updates and reviewing social media records retention options.
- 3) A notice has been posted on our website notifying residents of Veolia’s Fire Hydrant flushing starting on April 1, 2024.

FOIL OFFICER

- 1) Our office received 0 Foils in March

RECORDS MANAGEMENT OFFICER

- 1) Records Day - Shredding Day has been scheduled for Wednesday, May 22nd at Station 3.
- 2) The Board had authorized me to attend the AFDSNY Summit in White Plains on April 26th/27th for their records workshops and Fire District Secretary training.
- 3) Continued work on 2023 records to review and prepare for transfer to Station 3 Records room.

OFFICE - GENERAL

- 1) OML Document for April Meeting
- 2) Minutes have been updated and posted to the website
- 3) Updated 2024 resolutions spreadsheet
- 4) Regular office tasks as needed, including scheduling, billing, customer service, and staff support.

7. Business Office Recommendations

Subject 7.1 - Payment of Bills

Recommendation Action BE IT RESOLVED: That the Board of Fire Commissioners approves to pay the bills and vouchers as presented. The Board has been supplied with one set of bills and one credit card bill. Chief Tween has reviewed all prior to the meeting, except certiorari claims and those specifically marked as reviewed by the Treasurer. The Treasurer has requested the Board approve the following:
Warrant 1- 4/11/24- \$463,786.81
Credit Card – 4/18/24 - \$3,899.13
Total: \$467,685.94

Motion by Chairman. Carlo, seconded by Commr. Ranellone
Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Keating Chairman. Carlo

8. Other Business

8.1 - Station 4 Cleaning Services

Chairman Carlo initiated a discussion about cleaning services at Station 4. Commissioners Lore and Ranellone expressed a desire for the backroom to be cleaned up. Chief Tween informed that the vendors who provided quotes were not paying prevailing wage. Commissioner Ranellone suggested reconsidering the use of these services due to limited access to the upstairs area and ongoing challenges in maintaining cleanliness at the Station. Chairman Carlo agreed with Ranellone, questioning the necessity of cleaning an area that is currently unused. Commissioner Lore sought clarification on the scope of cleaning services and the specific areas to be addressed. The discussion continued between Chairman Carlo and Commissioner Lore regarding the areas deemed in need of cleaning. Commr. Ranellone suggested the volunteers get rid of excess furniture.

8.2 - Lieutenant Promotional Hiring List - Civil Service

BE IT RESOLVED: That the Board of Fire Commissioners authorizes Jamie Hedstrom to request the Lieutenant Hiring list from Civil Service.

Motion by Chairman. Carlo, seconded by Commr. Cerasi

Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Keating, Chairman. Carlo

8.3 - Educational Allowance Reimbursement

BE IT RESOLVED: That the Board of Fire Commissioners approves to reimburse Paul Keindl for the Fire Company Officer I class completed in March of 2024 for a total amount of \$550. The course was taken at an accredited institution as per the CBA.

Motion by Chairman. Carlo, seconded by Commr. Cerasi

Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Keating, Chairman. Carlo

8.4 -CPAT - June 22, 2024

BE IT RESOLVED: That the Board of Fire Commissioners authorizes Treasurer Jamie Hedstrom, to request the Resident certification list from the Westchester County Department of Human Resources to send invited candidates to the June 22, 2024 CPAT with Westchester County and. BE IT FURTHER RESOLVED that the Eastchester Board of Fire Commissioners authorizes Secretary Marissa Isang Smith to canvass the nominating certification list for candidates with a score of 95 or above in order to send invited candidates to the June 22, 2024 CPAT and BE IT FURTHER RESOLVED that the Eastchester Board of Fire Commissioners authorizes Chief Tween to proceed with a blind resume process and make recommendations to the Board for candidates to send to CPAT.

Motion by Chairman. Carlo, seconded by Commr. Ranellone

Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Keating, Chairman. Carlo

Notes: Commissioner Cerasi inquired about the number of candidates that could be sent to CPA Tween explained that it was possible to send up to 25 candidates, considering the anticipated av of 5 open retirement spots.

8.5 - Stairchair

BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Chief Brian Tween to make the purchase for the Climbing Steps Genesis Mobile Stairlift battery powered portable stair lift for \$3,459.97 on the EFD credit card.

Motion by Chairman. Carlo, seconded by Commr. Ranellone

Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Keating, Chairman. Carlo

Notes: Commr. Lore commented and praised the Stairchair features and how it could help save the backs of personnel.

8.6 - Station 4 - Change Order #20

BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Chief Brian Tween to sign change order #20 for installing shower saddles.

Motion by Chairman. Carlo, seconded by Commr. Ranellone

Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Keating, Chairman. Carlo

8.7 - Onix - Workspace Business Plus Licenses

BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Treasurer Jamie Hedstrom to allow the Treasurer to sign the proposal to renew the Eastchester Fire District's Google Workspace Business Plus licenses through Onix Networking Corporation. Per the proposal, the District will renew its 38 licenses for a term of 3 years at a total cost of \$6,156 per year.

Motion by Chairman. Carlo, seconded by Commr. Ranellone

Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Keating, Chairman. Carlo

Notes: Commr. Carlo asked for clarification on the rates from Treasurer Jamie Hedstrom. Commr. Keating asked if all 38 have access to the vault, and Hedstrom confirmed yes.

Commr. Carlo advised that he was going to speak with someone at Eastchester Town Hall regarding the traffic light outside Station 1.

8.8 - PERMA Conference - Credit Card

BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Chief Brian Tween to use the credit card for a one night hotel stay at the conference at the PERMA rate of \$269.00

Motion by Chairman. Carlo, seconded by Commr. Ranellone

Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Keating, Chairman. Carlo

9. Comments from Local 916

Union President Joseph Costanzo expressed gratitude to the Board for their proactive approach regarding the upcoming open spot for Lieutenant, and he extended good wishes to the candidates vying for the promotion. He also thanked the Board for providing a new stair chair and acknowledged the benefits of the current one in use, which has been instrumental in preventing back injuries among members. Costanzo echoed Chief

Tween's earlier remarks, congratulating McGee on his retirement and recognizing his significant contributions to the district.

10. Comments from the Public

Resident Mike Parici of 16 Lockwood Ave raised concerns about dust and suggested sealing the basement floor as a solution. Chief Tween mentioned that additional work would be conducted and advised sealing the basement floor once the work is finished. The discussion then focused on determining the most effective approach to address the dust issue.

11. Comments from the Commissioners

Commissioner Ranellone shared remarks about Mike Fix's significant involvement in the community, highlighting his role as one of the major fundraisers for the Eastchester Rotary Club. Ranellone expressed that Fix would be greatly missed and requested a moment of silence to honor him at the end of the meeting.

Commissioner Carlo shared his personal connection with Mike Fix, noting that Fix had refurbished the Rotary Hall and had been a driving force in the community. Carlo described Fix as an incredible individual whose presence would be deeply missed. He then requested a moment of silence in honor of Mike Fix's memory.

12. Adjournment

The Board adjourned at 7:39 pm. A moment of silence followed for Mike Fix.