

EASTCHESTER FIRE DISTRICT
MINUTES OF THE EASTCHESTER BOARD OF FIRE COMMISSIONERS
JANUARY 16, 2025

Minutes of a Regular Meeting of the Eastchester Board of Fire Commissioners held on Thursday, January 16, 2025 at 7:00 p.m., at Station 1 - Fire Headquarters 255 Main Street, Eastchester, New York.

Board Members Present:

Chairman Paul M. Ranellone
Commissioner Paul J. Carlo
Commissioner Anthony J. Lore, Sr.
Commissioner Luke Yankowski

Board Members Absent:

Commissioner Tony Cerasi

In Attendance:

Chief Brian Tween
Treasurer Jamie Hedstrom
Secretary Marissa “Isang” Smith - Remote

● **CALL TO ORDER**

Action: 1.1 - Meeting called to order

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

● **SALUTE TO THE FLAG**

4 . Treasurer Report

Treasurer Jamie Hedstrom presented the following report to the Board:

January 16, 2025

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

The financials as of December 31, 2024 currently present a net budget surplus of approximately \$300K, after accounting for budget encumbrances (estimated at this time) and funds allocated to 2025 purchases.

It should be noted that our 2024 Treasury Direct earnings, which were not budgeted for as they cannot reasonably be estimated, exceeded \$400K, which is more than the current budget surplus. This means that we exceeded our budgeted expenditures in 2024, which is a departure from previous years that have ended in a "true" surplus.

2024 Budget and Income	\$ 23,566,299.81
Appropriated for 2025 in 2024 Budget	\$ (500,000.00)
Budget Encumbrances for 2025- Estimated	\$ (70,000.00)
Spendable 2024 Budget and Income	\$ 22,996,299.81
Actual Expenses 2024- through 1/10/25	\$ 22,698,926.39
Overage	\$ 297,373.42

Additional 2024 invoices have not yet been processed which will impact the final 2024 surplus/deficit. After these invoices are processed, I will recommend year-end 2024 budget transfers for those accounts that have exceeded the amount budgeted, the largest of which is GL 3413.1- Overtime, with a budget overage of approximately \$408K.

Funds allocated to 2025

Below is the current list of budget encumbrances for 2025. Note that this list is subject to change upon additional year-end review.

Budget Encumbrances- Purchases initiated that won't be complete until 2025

Emergency Equipment	\$33,851.35
Coats, Boots, Helmets (placeholder)	TBD
Total	TBD

Budget Encumbrances- Engine to be delivered in Q3 2026

Ladder Truck Commitment	\$1,064,000.00
2024 Encumbrance- Fire Equip and Cap Outlay	(\$500,000.00)
2025 Encumbrance- Fire Equip and Cap Outlay	(\$500,000.00)
Additional Funding Required	\$64,000.00

Other:

Treasury Direct Investments

We currently have \$3M invested in 4-week Treasury bills through our Treasury Direct account. The current interest rates are approximately 4.2%.

Year End Filings

We will be issuing 1099's to our vendors and other payees where required and W-2's and 1095-C's to our employees by the end of this month.

Property & Casualty Insurance Renewal

We will be working with our broker, Arthur J. Gallagher & Company, on our upcoming P&C insurance renewal, which has a renewal date of 4/1/25.

DRAFT

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
Income								
Use of Capital Reserve	188,847.00		188,847.00	188,847.00	0.00	188,847.00	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	1,578,046.62		1,578,046.62	1,623,341.27	0.00	1,623,341.27	(45,294.65)	97.21%
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	400,625.63		400,625.63			0.00	400,625.63	
2680 Insurance Recoveries			0.00			0.00	0.00	
2701 Refund of PY Expenditure			0.00			0.00	0.00	
2705 Miscellaneous Income	7,254.00		7,254.00			0.00	7,254.00	
2770 Workers Comp - Reimb	30,100.18		28,500.18	21,000.00	21,000.00	0.00	7,500.18	143.33%
Total Income	\$ 23,566,299.81	\$ -	\$ 23,564,699.81	\$ 23,194,614.65	\$ 20,887,263.00	\$ 2,307,351.65	\$ 371,685.16	101.60%
Gross Profit	\$ 23,566,299.81	\$ -	\$ 23,564,699.81	\$ 23,194,614.65	\$ 20,887,263.00		\$ 371,685.16	101.60%
Expenses								
1110.4 Archiving Services & Exp	0.00		0.00	0.00	0.00	0.00	0.00	
1110.5 Outside Services	17,080.46		17,080.46	12,000.00	12,000.00	0.00	5,080.46	142.34%
1120.5 Fire Prevention	8,547.09		8,547.09	9,000.00	9,000.00	0.00	(452.91)	94.97%
1140.5 Payroll Processing Exp	11,200.62		11,200.62	11,000.00	11,000.00	0.00	200.62	101.82%
1150.5 Insurance	164,261.82		164,261.82	165,000.00	145,000.00	20,000.00	(738.18)	99.55%
1170.5 Other Miscellaneous Expenses	2,067.85		2,067.85	12,000.00	12,000.00	0.00	(9,932.15)	17.23%
1180.5 Education & Travel	3,371.34		3,371.34	5,000.00	5,000.00	0.00	(1,628.66)	67.43%
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	96,457.94		96,457.94	144,000.00	75,000.00	69,000.00	(47,542.06)	66.98%
3020.2 Tank Refills, Testing & Rep	5,289.47		5,289.47	20,000.00	20,000.00	0.00	(14,710.53)	26.45%
3030.2 Hoses & Nozzles	82,627.94		82,627.94	62,210.00	20,000.00	42,210.00	20,417.94	132.82%
3040.2 Tires	16,146.45		16,146.45	16,000.00	16,000.00	0.00	146.45	100.92%
3050.2 Gasoline, Oil, Grease, Etc.	38,320.72		38,320.72	50,000.00	50,000.00	0.00	(11,679.28)	76.64%
3060.2 Fuel & Electric	132,308.83		132,308.83	80,000.00	80,000.00	0.00	52,308.83	165.39%
3070.2 Telephone	14,587.16		14,587.16	55,000.00	55,000.00	0.00	(40,412.84)	26.52%
3090.2 Certiorari	24,972.98		24,972.98	73,000.00	200,000.00	(127,000.00)	(48,027.02)	34.21%
3105.4 Uniforms	58,204.94		58,204.94	75,000.00	75,000.00	0.00	(16,795.06)	77.61%
3110.4 Shop Equipment & Tools	4,712.39		4,712.39	5,000.00	5,000.00	0.00	(287.61)	94.25%
3115.4 Emergency Equipment	123,795.10		123,795.10	150,000.00	150,000.00	0.00	(26,204.90)	82.53%

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		Budget Encumbrances from 2024 & Mods	over Budget	% of Budget
					Original Budget				
3120.4 EMS Supplies and Services	15,155.13		15,155.13	20,000.00	20,000.00		0.00	(4,844.87)	75.78%
3125.4 Computers, Software & Internet	73,062.81		73,062.81	66,200.00	66,200.00		0.00	6,862.81	110.37%
3130.4 Office Supplies	7,326.76		7,326.76	8,000.00	8,000.00		0.00	(673.24)	91.58%
3135.4 Postage	1,013.25		1,013.25	1,500.00	1,500.00		0.00	(486.75)	67.55%
3140.4 Subscriptions	245.00		245.00	1,200.00	1,200.00		0.00	(955.00)	20.42%
3145.4 Association Dues	2,286.47		2,286.47	1,500.00	1,500.00		0.00	786.47	152.43%
3150.4 Elections & Referendums	14,583.81		14,583.81	10,500.00	10,500.00		0.00	4,083.81	138.89%
3155.4 Sewer Tax	12,994.04		12,994.04	14,000.00	14,000.00		0.00	(1,005.96)	92.81%
3160.4 Fire Training	36,000.00		36,000.00	36,000.00	26,000.00	10,000.00	10,000.00	0.00	100.00%
3210.3 Vehicle Maintenance	86,093.66		86,093.66	85,000.00	70,000.00	15,000.00	15,000.00	1,093.66	101.29%
3220.3 Radio Equipment & Maintenance	75,640.72		75,640.72	135,294.65	80,000.00	75,294.65	75,294.65	(58,653.93)	55.91%
3230.3 Ladder & Pump Testing	5,416.20		5,416.20	4,000.00	4,000.00		0.00	1,416.20	135.41%
3240.3 Bldg/Prop Repairs & Maintenance	180,355.07		180,355.07	155,000.00	130,000.00	25,000.00	25,000.00	25,355.07	116.36%
3410.11 Fire Chief salary	215,136.00		215,136.00	216,000.00	216,000.00		0.00	(864.00)	99.60%
3410.12 Assistant Fire Chief Salary	190,317.60		190,317.60	175,000.00	175,000.00		0.00	15,317.60	108.75%
3410.13 Fire Captains salary	835,816.80		835,816.80	870,000.00	870,000.00		0.00	(34,183.20)	96.07%
3410.14 Fire Lieutenants salary	1,289,716.20		1,289,716.20	1,300,000.00	1,300,000.00		0.00	(10,283.80)	99.21%
3410.15 Uniformed Firefighters salary	5,845,054.52		5,845,054.52	5,800,000.00	5,800,000.00		0.00	45,054.52	100.78%
3410.16 Maintenance Workers salary	75,015.20		75,015.20	74,825.00	74,825.00		0.00	190.20	100.25%
3410.17 Mechanics salary	45,468.75		45,468.75	50,000.00	50,000.00		0.00	(4,531.25)	90.94%
3410.18 Treasurer/Secy/PT Asst salary	171,936.20		171,936.20	176,200.00	176,200.00		0.00	(4,263.80)	97.58%
3410.2 Fire Equipment and Capital Outlay	2,201,147.72	500,000.00	2,701,147.72	2,702,997.00	520,000.00	2,182,997.00	2,182,997.00	(1,849.28)	81.43%
3410.42 Accountants / Auditors fees	18,000.00		18,000.00	17,500.00	17,500.00		0.00	500.00	102.86%
3410.46 Consultants fees	1,500.00		1,500.00	0.00	0.00		0.00	1,500.00	
3410.465 Consultant Fees- Engineers	42,917.19		42,917.19	52,850.00	65,000.00	(12,150.00)	(12,150.00)	(9,932.81)	81.21%
3410.47 Professional Consultants fees	8,324.00		8,324.00	40,000.00	90,000.00	(50,000.00)	(50,000.00)	(31,676.00)	20.81%
3410.48 Labor Consultants	3,724.63		3,724.63	0.00	0.00		0.00	3,724.63	
Total 3410.46 Consultants fees	\$ 56,465.82	\$ -	\$ 56,465.82	\$ 92,850.00	\$ 155,000.00	\$ (62,150.00)	\$ (62,150.00)	\$ (36,384.18)	60.81%
3410.49 Payroll Clearing account	3,064.71		3,064.71				0.00	3,064.71	

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					Original Budget				
3410.81 Disabled Firemen salary -207A's	162,129.02		162,129.02	171,000.00	201,000.00		(30,000.00)	(8,870.98)	94.81%
3411.1 Holiday Pay	537,676.68		537,676.68	560,000.00	560,000.00		0.00	(22,323.32)	96.01%
3412.1 Retroactive Salary	0.00		0.00	0.00			0.00	0.00	
3413.1 Overtime - Firefighters	1,239,183.56		1,239,183.56	830,250.00	830,250.00		0.00	408,933.56	149.25%
3413.12 Overtime- Training	36,976.80		36,976.80	96,965.00	96,965.00		0.00	(59,988.20)	38.13%
3413.13 Overtime- Sick Incentive	51,594.82		51,594.82	100,000.00	100,000.00		0.00	(48,405.18)	51.59%
3413.14 Overtime- Chiefs	6,473.63		6,473.63	0.00	0.00		0.00	6,473.63	
3413.2 Overtime - Fire Prevention	45,137.60		45,137.60	40,000.00	40,000.00		0.00	5,137.60	112.84%
3414.1 EMT Training	14,393.00		14,393.00	20,000.00	20,000.00		0.00	(5,607.00)	71.97%
3416.1 Terminal Leave	367,449.66		367,449.66	307,000.00	200,000.00	107,000.00		60,449.66	119.69%
9010.8 NYS Retirement	3,154,037.00		3,154,037.00	3,250,000.00	3,250,000.00		0.00	(95,963.00)	97.05%
9020.8 Social Security	817,131.51		817,131.51	779,000.00	779,000.00		0.00	38,131.51	104.89%
9030.8 Payroll Tax - MTA	36,923.20		36,923.20	38,823.00	38,823.00		0.00	(1,899.80)	95.11%
9040.8 Workers Compensation	225,425.00		225,425.00	235,000.00	255,000.00	(20,000.00)		(9,575.00)	95.93%
9045.8 Life Insurance - Local 916	42,661.13		42,661.13	46,000.00	46,000.00		0.00	(3,338.87)	92.74%
9050.8 Physician / Medical costs	34,116.00		34,116.00	60,000.00	60,000.00		0.00	(25,884.00)	56.86%
9060.81 Hospital	3,475,352.24		3,475,352.24	3,507,800.00	3,507,800.00		0.00	(32,447.76)	99.07%
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	51,000.00		51,000.00	50,000.00	50,000.00		0.00	1,000.00	102.00%
Total Expenses	\$ 22,698,926.39	\$ 500,000.00	\$ 23,192,452.76	\$ 23,194,614.65	\$ 20,887,263.00	\$ 2,307,351.65			97.86%
Net Operating Income	\$ 867,373.42	\$ 500,000.00	\$ 372,247.05	\$ -				\$ 372,247.05	
Net Income			\$ 372,247.05	\$ -					

Notes: Treasurer Hedstrom reminded the Board that some 2024 bills were still incoming. She noted that she was reviewing purchases with the Chief and that the budget may be adjusted accordingly. Hedstrom also discussed Treasurer Direct earnings and how additional invoices could impact those figures, emphasizing the need for budget transfers at the February meeting.

Hedstrom reminded the Board that \$500,000 had been allocated for the engine, which the district originally expected in 2026. Chief Tween clarified that the engine is now anticipated to arrive in Fall 2025.

Hedstrom then reviewed the remainder of her report, covering Year-End Filings and the Property and Casualty Insurance Renewal.

Commissioner Carlo inquired about the condition of the floor at Station 3 and whether it was covered by insurance. Chief Tween explained that engineer inspections occur every six months and that they were the ones who would determine if the floor has deteriorated to the point of being unsafe. Chief Tween clarified it was not the insurance company involved in those deliberations.

Hedstrom confirmed that she would update the Board if she received any additional information from Gallagher Insurance.

DRAFT

- **Chief Report**

Chief Tween submitted the following report:

Alarm Activity: 414

Fire: 4

EMS/Rescue: 228

Mutual Aid Given: 3 (NRFD-1, FDMV-2)

Mutual Aid Received: 3 (NRFD, Yonkers FD, FDMV, all for the fire at 5 Leonard Road Bronxville)

- 1) I want to say well done to the members of the Department for responding to 4,213 incidents in 2024. There were 2,034 fire related incidents and 2,179 EMS/Rescue incidents.
- 2) The five probationary firefighters in the Career Fire Academy will be graduating the Career Fire Academy at 10 am on Friday January 24, 2025. This year the ceremony is at the Iona University Sommer Center on Concordia Place Bronxville.
- 3) Vehicle and equipment maintenance is being done in house as much as possible by part-time mechanic Hank Henninger. Hank Henninger's mechanic report for December and Tim Dalton's maintenance report for December was emailed to the Board on 1/9/2025.
- 4) Fire Prevention and Code Enforcement activities continue with numerous plan reviews and inspections. The Fire Prevention reports for October were emailed to the Board on 1/6/2025.
- 5) Currently there is one member 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. Two members are on administrative leave.
- 6) I request the Board's authorization to purchase a 2023 Ford Interceptor Utility (Explorer) vehicle for \$43,727.10 and emergency lighting, siren, and graphic installation for \$15,511.29 for a total of \$59,238.39 from the Cruisers Division in Mamaroneck, NY. I request the Board authorize me to purchase this vehicle for the firefighter assigned to Fire Prevention to replace the aging vehicle that has high maintenance costs. The quote was emailed to the Board on 1/10/25.
- 7) The Fire District has been invited to attend the 37th Annual Martin Luther King Jr. breakfast sponsored by the Westchester Community Opportunity Program, Inc. (WestCOP). It will be held at the Reformed Church of Bronxville, 180 Pondfield Road Bronxville on Monday January 20, 2025. Doors open at 8:15 am. Tickets are \$35.00 per person. I request the Board purchase a ticket for myself, Assistant Chief Yozzo, and any Commissioner that wishes to attend the breakfast. All proceeds are to benefit Eastchester Community Action Program (ECAP), a component of WestCOP. The invitation was emailed to the Board on 12/27/2024.
- 8) The elevator rescue awareness training was conducted this week and the operations level training will be conducted next week at NY Presbyterian Hospital - Westchester. The members have given positive feedback regarding the training.
- 9) I would like ask the Board to close tonight's meeting with a moment of silence in honor of former Fire Commissioner Richard Steigelman, who passed on January 2, 2025.

Respectfully submitted January 16, 2025
by Fire Chief Brian Tween

- **Secretary Report**

Secretary Marissa “Isang” Smith submitted the following report:

MONTHLY DISTRICT SECRETARY REPORT - January 2025

COMMUNITY OUTREACH

Social Media

- **December Activity:** 4 posts
- **Community Forms:** Planned work for After the Fire pamphlet project for website and for handouts. Spanish version for Resident Safety and Lithium Ion Battery Safety being prepared.

Website and Notices

- Ongoing updates to the website and review of social media records retention options.
- Collaborating with Chief Tween on an updated annual report for 2024 for the Eastchester Fire District.

FOIL OFFICER

- **December Activity:** 2 FOIL requests

RECORDS MANAGEMENT OFFICER

- **Records 2024:** Preparation for relocation of the HQ 2024 records to Station 3 records room.
- **Ongoing Projects:** Continued work on organizing loose records and scanning projects

OFFICE - GENERAL

- Prepared the OML document for the January meeting.
- Updated and posted minutes on the website.
- Updated the 2024 resolutions spreadsheet.
- Performed regular office tasks including scheduling, billing, customer service, and staff support.

Business Office Recommendations

Subject **7.1 - Payment of Bills**

Recommended 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 1-1/16/25 - \$705,005.17
Credit Card – 1/18/25 - \$5,555.12
Total: \$710,560.29

Motion by Commr.. Carlo, seconded by Commr. Lore
Aye: Commr. Yankowski, Commr. Lore, Commr. Carlo, Commr. Ranellone
Final: Motion Carried

Subject **7.2 - Medicare B Reimbursements**

Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners approves to pay Medicare Part B reimbursements to those qualifying retirees, as required by NYSHIP, in the amount of \$149,368.50.

Motion by Commr. Carlo, seconded by Commr. Yankowski
Aye: Commr. Yankowski, Commr. Lore, Commr. Carlo
Abstain: Commr. Ranellone
Final: Motion Carried

OTHER BUSINESS

Subject **7.1 - Martin Luther King Jr. Breakfast**

Recommended Action BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Chief Tween to purchase tickets at \$35 per person for the Chief, Assistant Chief, and any interested Board Members for the 37th Annual Martin Luther King Jr. breakfast sponsored by the Westchester Community Opportunity Program, Inc. (WestCOP).

Motion by Commr. Carlo, seconded by Commr. Lore
Aye: Commr. Yankowski, Commr. Lore, Commr. Carlo, Commr. Ranellone
Final: Motion Carried

Subject 7.4 - Ford Explorer for Fire Prevention

Meeting January 16, 2025 - Regular Meeting

Recommended Action BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Chief Tween to purchase a 2023 Ford Interceptor Utility (Explorer) vehicle from the Cruisers Division in Mamaroneck. The vehicle is for \$43,727.10 and emergency lighting, siren, and graphic installation for \$15,511.29 for a total of \$59,238.39.

Motion by Commr. Lore, seconded by Commr. Yankowski
Aye: Commr. Yankowski, Commr. Lore, Commr. Carlo, Commr. Ranellone
Final: Motion Carried

Future Meeting Dates

9.1 - February 13, 2025 - Regular Meeting - Eastchester Town Hall - Court Room

Comments from Local 916

Union President Joseph Costanzo thanked the Board for their efforts throughout 2024 and welcomed Commissioner Luke Yankowski. He expressed his belief that the department was moving in the right direction and making progressive strides by adding new positions.

Costanzo also extended his gratitude to the taxpayers, highlighting that in 2024, the Local 916 successfully raised over \$30,000 for local charities and scholarships. He noted that these funds helped support various community initiatives, including Operation Lightbulb, Toys for Tots, Trunk or Treat events, the Gelt Drop, and local parades.

Looking ahead to 2025, Costanzo expressed hope for continuing these efforts and building on the successes of the past year.

Comments from the Public

No Comments

Comments from the Commissioners

Commissioner Lore thanked Assistant Chief Yozzo for raising a flag at the memorial for Volunteer Firefighters.

Chairman Ranellone provided an update on his recent activities, which included attending the Local 916 Christmas Party on December 16, the wake for retired Firefighter Philip Allison, the

Retirees' Christmas Party on December 18, and contract negotiations for Local 916 alongside Commissioner Carlo on December 23.

Commissioner Lore shared that he had received a call from retired firefighter Pat Dotley, who is doing well. He noted that Dotley dedicated over 30 years of service to the department and is now approaching his 102nd birthday.

Chairman Ranellone added that Dotley had also reached out to him, and they reflected on past experiences and the history of the fire department.

In closing, Chairman Ranellone announced that the meeting would adjourn in memory of former Commissioner Richard Steigelman, President Jimmy Carter, and retired firefighter Philip Allison.

Adjournment - 7:35 PM

**EASTCHESTER FIRE DISTRICT
MINUTES OF THE EASTCHESTER BOARD OF FIRE COMMISSIONERS
JANUARY 16, 2025**

Minutes prepared by:
Marissa "Isang" Smith
Secretary to the Board of Fire Commissioners