

RE: minutes of the monthly meeting of the Board of Fire Commissioners of the Vischer Ferry Fire District held on Monday, May 11, 2026.

The monthly meeting convened at 7:30 PM in the Commissioners' room at Station #2. Those in attendance were Commissioner Kevin Bowman, Commissioner Marty Schanz, Commissioner Andrew Casucci, Commissioner Grant Keeler, Treasurer Carl Visconti, Secretary Karan Donohue, Administrator Tim Brousseau, Administrative Assistant Lisa Castaldo, LT. Don Andrews, 1<sup>st</sup> Assistant Chief Michael Stanley, 2<sup>nd</sup> Assistant Chief Tim Brousseau, President Phil Brousseau, and Captain Ron Bruzdinski, Jr. Commissioner Pettis was absent.

There was discussion on the bailout system. Chief Tim Kimball was in the discussion by telephone. Items discussed to make the system safer were:

1. Lower the exit window
2. Do not use SCBA when exiting
3. Have two instructors present at the top
4. Rewrite the procedures
5. Use the harness at least once a year

There was a discussion on the Lodestar system for reporting injuries. Karan Donohue went over the procedures that are written and kept in a green notebook in all radio rooms. She will contact the County with any questions.

### **Bills**

1. A listing of transactions numbered 18305 through 18537, totaling \$78,951.38, was presented to the Board for approval.

Commissioner Schanz made a motion to pay the bills. Commissioner Keeler seconded the motion. The motion was carried unanimously.

## **Old Business**

Commissioner Schanz made a motion to approve the minutes of the April 13, 2026 meeting. Commissioner Casucci seconded the motion. The motion was carried unanimously.

## **Treasurer's Report**

1. Bank statements, account reconciliations, and check images for April 2026, and the listing of transactions approved and paid in April 2026 were given to Commissioner Casucci for verification.
2. Bank statements, and account reconciliations, and check images for March 2026 were returned to the Treasurer.
3. The annual audit for FY 2025 was completed by Bryans & Gramuglia, CPAs on 4-22-26. Final reports to be issued in June.
4. The Annual Financial Report (AFR) for the fiscal period 01-01-2025 – 12-31-2025 required by the NYS comptroller was certified by the Treasurer and filed on 4-27-26.
5. Received a premium refund from Avid Insurance for \$1,122.
6. The final invoice for miscellaneous up-fitting on TA-626 was paid from the A&E Reserve Fund. The total fixed asset value for the completed vehicle is \$705,884.

Commissioner Casucci made a motion to accept the Treasurer's report. Commissioner Schanz seconded the motion. The motion was carried unanimously.

## **Chief's Report**

1. Commissioner Schanz made a motion to approve a live fire burn with West Crescent at West Crescent on Wednesday, May 20. Commissioner Casucci seconded the motion. The motion was carried unanimously.
2. Commissioner Schanz made a motion to approve Aiden Caliguri to take EMT training at HVCC – Malta, June 29 - August 13. Mileage is included. Commissioner Keeler seconded the motion. The motion was carried unanimously.
3. The radios were programmed at Pittsfield today.
4. Commissioner Schanz made a motion to approve ETA-625, TA-626, ER-631 and M-635 to go to West Crescent on Wednesday, May 20.
5. Received an additional quote for the UTV trailer from Bennett Truck & Trailer of Glenville for \$9,092.50. Commissioner Schanz made a motion to purchase an enclosed trailer from Bennett Truck & Trailer for \$9,092.50, with undercoating, spare tire, and mounting bracket for the spare included. Commissioner Casucci seconded the motion. The motion was carried unanimously. Payment needs to be made when the trailer is picked up on 5-18-26.

## **Administrator's Report**

1. Commissioner Schanz made a motion to purchase an amplifier from Amazon for \$130. Commissioner Casucci seconded the motion. The motion was carried unanimously.
2. Hose and ladder test will be June 17<sup>th</sup>.
3. Flow test will be May 20<sup>th</sup> - May 22<sup>nd</sup>.

## **New Business**

1. Received *Fire District Affairs* for April and May 2026.
2. Received the client statement for April 2025 from UBS.
3. Received a policy amendment from Utica National Insurance Group.
4. Received the letter of credit from TD Bank.
5. Received a waiver and release of liability from the Town of Colonie. This was signed and returned.

## **Miscellaneous**

1. The area for the boat dock was dredged and the dock is in.
2. Commissioner Schanz made a motion to purchase two (2) 12 volt 40-amp chargers from NAPA for \$325 each for a total of \$650. Commissioner Casucci seconded the motion. The motion was carried unanimously.
3. Commissioner Schanz will check into shore power for F-623.
4. Received two quotes for tree removal:
  - a. SDS \$3,550
  - b. Moore 6,400

Commissioner Schanz made a motion to hire SDS for \$3,550 to remove one tree from Station #1 and three trees from Station #3. Commissioner Casucci seconded the motion. The motion was carried unanimously.
5. Received an estimate from CMC for \$35,637 to replace the boiler at Station #2. This project will need to be publicly bid as required by General Municipal Law.
6. Matt Selfidge will be mowing the lawn at Station #2.
7. A majority of the gym equipment for Station #3 is in. Delivery and set-up will be scheduled when all items have been received by the vendor.
8. There was discussion on side-lighting on ER-631 Commissioner Schanz will talk with VRS.
9. Received a live training draft from Attorney Hannigan. Commissioner Schanz made a motion to approve the draft. Commissioner Casucci seconded the motion. The motion was carried unanimously.
10. The 2 ½" speedlay on ER-631 is not producing CAFs. VRS will check the plumbing.
11. The current cost of vehicle fuel is getting us close to our WEX credit limit due to the timing of payments using paper checks. Treasurer Visconti requested approval to pay the monthly invoice electronically to avoid potential over limit restrictions. The request was approved unanimously.

## **Adjournment**

Commissioner Keeler made a motion to adjourn. Commissioner Casucci seconded the motion. The motion was carried unanimously. The meeting adjourned at 8:55 PM. The next meeting will be Monday, June 8, 2026 at 7:30 PM in the Commissioners' room at Station #2.

5-11-26 cont'd

Respectfully Submitted by

Karan Donohue, Secretary  
Board of Fire Commissioners  
Vischer Ferry Fire District

Kevin Bowman, Chairman  
Board of Fire Commissioners  
Vischer Ferry Fire District