

**BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
June 13, 2017**

The meeting was called to order by Acting Chairman M. Fowler at 7:35 PM.

The following were present:

Commissioners:	L. Ramsey	Chief:	S. Peterson
	M. Fowler	Ass't Chief:	
	T. Johnson	President:	A. Schadow
	W. Bennett	Secretary:	C.L. Merchant
		Treasurer:	C.F. Merchant

Acting Chairman, M. Fowler asked if there were any errors or corrections to the May 9, 2017 minutes. There being none, T. Johnson motioned to accept the minutes as presented, seconded by W. Bennett. Motion carried.

Treasurer, C.F. Merchant went over the Treasurer's Report for May 31, 2017 (attached)

GENERAL FUND:

Checking Account	\$ 27,507.18
Savings Account	<u>1,898.14</u>
	29,405.32
Less Encumbered	<u>(7,240.00)</u>
 TOTAL BALANCE - GENERAL FUND – 05/31/17	 \$ 22,165.32 =====

FIRE ENGINE RESERVE FUND:

Savings Account	\$ <u>266,164.23</u>
 TOTAL BALANCE - ENGINE RESERVE FUND – 05/31/17	 \$ 266,164.23 =====

BHFD LAND AND IMPROVEMENT FUND:

Savings Account	\$ 60,909.52
Checking Account	19,899.14
Certificate of Deposit (Trustco)	<u>100,000.00</u>
 TOTAL BALANCE - LAND & IMPROV. FUND – 05/31/17	 \$ 180,808.66 =====

Motion by L. Ramsey to approve the May Treasurer's Report as prepared, seconded by T. Johnson. Motion carried.

Treasurer, C.F. Merchant presented the Claims for approval to be paid from the General Fund Checking Account. Motion by T. Johnson to pay the Claims as presented, totaling \$8,881.89, seconded by L. Ramsey. Motion carried. (attached)

Treasurer, C.F. Merchant reported that there is not enough money in the Land & Improvement Fund to cover the claims for the new fire station totaling \$88,039.52. She is recommending borrowing it from the Fire Engine Reserve Fund until the Bond money comes in. She presented the following Resolution. RESOLUTION ~ The Board of Fire Commissioners of the Burnt Hills Fire District vote for a TEMPORARY LOAN from the Fire Engine Reserve Fund Savings by transferring funds to the Land & Improvement Checking Account in the amount of \$88,039.52 since the Bond Issue for the New Fire Station #2 project has not taken place and there are bills due and payable. Motion by T. Johnson to accept the Resolution, seconded by L. Ramsey. There was a lengthy discussion whether this was the best option. Motion carried.

Treasurer, C.F. Merchant presented the Claims for approval to be paid from the Land & Improvement Account. Motion by L. Ramsey to pay the Claims as presented, totaling \$88,039.52, seconded by T. Johnson. Motion carried. (attached)

Treasurer, C.F. Merchant reported that the Land & Improvement Fund CD (\$100,000.00) will be maturing on June 19th. After a discussion of pending bills, etc. it was decided to cash in the CD. A motion by T. Johnson to cash in the CD and put it in the Land & Improvement Savings Account, Seconded by L. Ramsey. Motion carried.

Treasurer, C.F. Merchant presented the Resolution to establish a Capital Project Fund Checking Account for the Bond Issue for the New Station #2. A motion to approve by T. Johnson, Seconded by L. Ramsey. Motion carried (attached).

COMMUNICATIONS - WRITTEN:

Office Max ~ Discount Card = File
Community Room Reservations ~ M. Fowler read them = File
Verizon ~ Gift Card Offer = M. Fowler
MTB Enterprises ~ Pump Test Info = S. Peterson
Shank & Falvey ~ Cert. of Insurance, Crawford Elec. = File

COMMUNICATIONS - VERBAL:

R. Merchant questioned the disposing of district property. It was his understanding that district property had to come before the Board prior to disposing of it. He is questioning the disposing of the bar light off Car 160. He thought when it was replaced the old one was being kept for parts. However, he recently heard that it was tossed in the garbage and at this point another firefighter has it trying to fix it. M. Fowler stated that he is correct in that district property is to come before the Board for disposal. He had the bar light on his list last month and must have forget to mention it when he mentioned the rest of the items (helmets, gear, radio parts, etc.). The light was disposed of with his consent as he thought he had brought it up last month. But as a reminder to everyone, any district property that is going to be disposed of must be brought before the Board first. We need to document it and the Treasurer needs to remove it from the inventory.

M. Brooks reported that the stop box in front of the main station is not possible due to the proximity to the traffic light, etc.

COMPANY REPORT – A. SCHADOW, PRESIDENT

Pending 05/2017 - A. Schadow requested the door lock combination be changed ASAP. He also feels that there should be electronic locks installed at Station #1. Maybe some of the CVS money could be used. **Update 06/2017:** A motion by T. Johnson that the door lock combinations be changed, seconded by W. Bennett. Motion carried. These will be changed on July 10th prior to the company meeting.

A. Schadow reported that a new firefighter was approved at the company meeting June 6th, Brian Stanley. A motion by T. Johnson to accept Brian Stanley into Probationary Membership upon completing his physical, seconded by W. Bennett. Motion carried. Secretary C. Merchant will send him a letter.

CHIEF'S REPORT:

Chief S. Peterson requested authorization to purchase 5 sets of turn out gear: B-Lann \$2,396.50 each; FireTrac \$2,065.80 each. A motion was made by T. Johnson to purchase 5 sets from FireTrac for a total of \$10,329.00, seconded by W. Bennett. Discussion. T. Johnson questioned spare gear. S. Peterson stated that they keep 6 sets of spare gear. T. Johnson questioned replacement plan. S. Peterson stated that the State says every 10 years. They have been replacing 6 sets every year to keep a rotation. T. Johnson agrees that replacing on a rotating schedule is a good idea. Motion carried. **Update 06/2017:** Ordered

Chief S. Peterson requested approval to purchase 10 new baseball caps for the Fire Police at \$14.00 each from Walton's. A motion to approve by T. Johnson, seconded by L. Ramsey. Motion carried.

Chief S. Peterson requested Steve Mudge be moved to Active Status as he has completed all of his probationary requirements. A motion to approve by T. Johnson, seconded by W. Bennett. Motion carried. Secretary C. Merchant will send him a letter. T. Johnson questioned who is training the new firefighters now. S. Peterson explained the new program starting with Brian Stanley.

COMMITTEE REPORTS

PERSONNEL SUPPORT – T. JOHNSON, CHAIRMEN

T. Johnson stated that he is concerned with the declining participation and that fact that a new fire station is being built – who is going to man it? How can we get new members? How can we encourage the current members to participate? Do we need an incentive? Just some things to think about.

SERVICE AWARD PROGRAM – T. JOHNSON, CHAIRMAN

T. Johnson stated that M. Fowler, C. Merchant and himself sat down to go over and revise the Incident Form. M. Fowler stated that the new form will have all the signatures on the front and the reverse will be for fire reporting. He is finalizing the form and then we will put in use. It will probably need some adjusting once we start using it.

Secretary C. Merchant spoke regarding the sign in sheets for the Flag Day Parade and truck clean-up. She reminded everyone that according to the LOSAP program there is one point awarded for the parade (including truck prep), not one point for each. There was a discussion regarding the fact that his was brought up last year by J. Goddard and stressed that one point is given. The way it is written you must attend both in order to get the point. However, this year there was no sign-in sheet for station #1 for truck prep. A. Schadow suggested a different sign in sheet for parades with a column for truck-prep and a column for the parade. You must sign both to get the point. Secretary C. Merchant will work on this.

BUILDINGS & GROUNDS – L. RAMSEY, CHAIRMAN:

Pending 07/2015 - L. Ramsey stated that trucks (County & firefighters) have been driving over the new septic system at Station #2. He did stop and mention it to the County guys. We still need to look into a fence or something to deter this. **Update 07/2016:** White split rail fence is \$142.00 a section. L. Ramsey will check with Ray Palmer for a price on installation and next month will have a total cost for project.

Pending 05/2016 - We still need to look at installing bollards to protect the gas meter at station #1. **Update 05/2017:** A. Schadow is very concerned that this has still not been done. He does not feel waiting for the new landscape from CVS is acceptable. A motion was made by T. Johnson to purchase a concrete barrier from Grandview Block or Palette Stone, not to exceed \$200.00, seconded by M. Fowler. Motion carried. **Update 06/2017:** T. Johnson did look at Jersey barriers but is concerned about how much it will stick out into the parking area. It is in the gas code to protect the gas meter. This will continue to be looked into.

EQUIPMENT & MAINTENANCE – M. FOWLER, CHAIRMAN:

161 – Stanchion light needs to be replaced.
161 and 162 need to go to Watkins for new spring clamps
161 - Needs an alignment.

WATER SUPPLY & INSURANCE – W. BENNETT, CHAIRMAN:

Car 160 has hit in the driver's side door area on 06/06/17. It is being dealt with by the insurance company.

FUTURE NEEDS – L. Bonesteel:

G. Bradtke stated that last pre-construction meeting was held on 06/06/17. The drawings are complete. Bid requests have been sent out and the bid opening will be 06/29/17 at 2:00 PM. The waterline extension is on hold for a couple of weeks. A motion was made by T. Johnson to approve up to \$1,000.00 to pay for the bid specs and drawings, seconded by L. Ramsey. Motion carried.

TRUCK COMM. – W. Crawford:

There have been a couple of meetings.

OLD BUSINESS:

Pending 04/2017 - New Chief Vehicle - Chairman L. Bonesteel stated that the new Chief vehicle has been ordered. 8-12 week delivery. It will then need to go to Pittsfield Communications to have the radios, lights, etc. installed and AJ Sign for the lettering. **Update: 06/2017:** The vehicle is in. A motion by L. Ramsey to approve up to \$7,849.06 for the lease payment and to sign the paperwork, seconded by W. Bennett. Discussion. Treasurer C.F. Merchant is requesting a breakdown of payment and interest. Motion carried

CVS – They have submitted an application to the Planning Board for a building permit. The Fire Dist. has not signed the final agreement yet due to some questions. **Update: 06/2017:** The Land Development Agreement has been received but not signed. T. Johnson is not impressed with CVS and addressing our concerns (parking, septic, etc.). T. Johnson forwarded a list of his concerns to the full Board. L. Ramsey stated CVS is requesting a special meeting to try and finalize the Agreement and get it signed so they can move forward. T. Johnson is willing to meet but is not in agreement with signing anything until his list of concerns is addressed and a schedule of how they are going to take care of us is received. A. Schadow stated to be sure the Board gets their money when the Agreement is signed otherwise the Board has no leverage. A special meeting will be held on 06/26/17 at 5:00 PM.

Pending 05/2017 - M. Fowler reported that the battery backup for the computers died today. It has already been serviced twice. Motion by M. Fowler to purchase a new UPS battery backup, not to exceed \$150.00, seconded by T. Johnson. Motion carried.

NEW BUSINESS:

Treasurer C.F. Merchant is requesting authorization to purchase some office supplies (printer ink, folders, etc.) A motion by T. Johnson to approve up to \$250.00, seconded by W. Bennett. Motion carried.

OTHER BUSINESS:

The Bank Reconciliation will be done by L. Ramsey and W. Bennett.

Committees & Chairmen for 2017

Personnel Support: T. Johnson
Service Awards Program: T. Johnson
Buildings & Grounds: L. Ramsey
Equipment & Maintenance: M. Fowler
Water Supply & Insurance: W. Bennett
Future Needs: L. Bonesteel
Building Comm.: G. Bradtke

The next Regular Meeting of the Board of Fire Commissioners will be held on Tuesday, July 11, 2017 at 7:30 P.M.

It was agreed that the minutes be prepared and placed in each Commissioner's mail slot at the firehouse or e-mailed to them for review and approval at the next Regular meeting.

Motion by T. Johnson to adjourn at 9:30 PM, seconded by W. Bennett. Motion carried.

Respectfully Submitted,

Candy L.

Merchant

Candy L. Merchant
District Secretary

06/19/17

Burnt Hills Fire District ~ Treasurer's Report ~MAY 31, 2017

	Assets	\$ 476,378.21
	Encumbered	\$ (7,240.00)
GRAND TOTAL of the (3) BHFD FUNDS	Overall TOTAL	<u>\$ 469,138.21</u>

General Fund:		Fire Engine Reserve Fund		Land & Improvement Reserve Fund	
CD's (GFCD)	\$ -	CD's (FERCD)	\$ -	CD's (L&ICD)	\$ 100,000.00
Checking (GFC)	\$ 27,507.18	Checking (FERC)	\$ -	Checking (L&IC)	\$ 19,899.14
Savings (GFS)	\$ 1,898.14	Savings (FERS)	\$ 266,164.23	Savings (L&IS)	\$ 60,909.52
Total	<u>\$ 29,405.32</u>	Total	<u>\$ 266,164.23</u>	Total	<u>\$ 180,808.66</u>
Encumbered 2016*	<u>\$ (7,240.00)</u>				
Overall Total	<u>\$ 22,165.32</u>				

B&G Projects: \$7,240 (\$3500 Blacktop Seal & \$3240 Landscaping @ Stations #1 & #2 Projects + \$500 Pool Guards at Station #1)

MONTHLY ACTIVITY FOR EACH FUND:

General Fund ~ Checking at BSNB

Income	\$ 3.23	Month Earned Interest
	\$ 78.16	JAF Development, LLC APR 2017 Electric
	\$ 2,245.00	Zaremba Group (Reimbursement)
	<u>\$ 2,326.39</u>	

FOR YOUR INFO \$1,020.00 Zaremba Group (Reimbursement Due ~Legal Fees for April paid out of GFC on 05/09/17)
Bill presented to Zaremba Group by Comm. Lee Ramsey

Expenses \$ 102,021.20 25 Bills Paid

General Fund Savings \$ - Next Quarterly Interest Earned BSNB posted 06/30/17

Fire Engine Reserve Fund ~ Savings at BSNB

Income \$ - Next Quarterly Interest Earned BSNB posted 06/30/17

LAND & IMPROVEMENT RESERVE FUND:

Land & Imp.Reserve CD @ TRUSTCO ~ \$100,000 CD 20 Mo. @.80% matures 06/19/17

Land & Improvement Reserve Fund ~ CHECKING @ BSNB Earned Interest @ .05%

Income	\$ 0.85	Month Earned Interest
Expense	\$ -	Ck #

Land & Improvement Reserve Fund ~ SAVINGS @ BSNB

Income	\$ -	Next Quarterly Interest Earned BSNB posted 06/30/17
Expense	\$ -	

Attached: 05/31/17 Budget Report + JUNE 2017 Vouchers for Approval (GFC & L&IC)

EXCEL: BHFD DISTRICT > MAY 2017 TREASURER'S REPORT

BHFD 2017 Budget 05/31/2017 - Current Year
1/1/2017 through 12/31/2017 Using BHFD- 2017 BUDGET - Adopted

6/1/2017

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Category Description	1/1/2017 Actual	- Budget	12/31/2017 Difference
INCOME			
2017 Tax Levy	380,091.40	380,091.00	0.40
CA INT-CHECKING INTEREST	24.29	0.00	24.29
CVS Reimbursement	8,296.25	9,316.25	-1,020.00
Encumbered 2016 Blacktop Sealed	0.00	3,500.00	-3,500.00
Encumbered 2016 Landscaping	0.00	3,240.00	-3,240.00
Encumbered 2016 Post Guards	0.00	500.00	-500.00
Reimburse New Fire Sation #2 Loan	0.00	88,500.15	-88,500.15
SA INT-SAVINGS ACCOUNT INT	0.28	0.00	0.28
TOTAL INCOME	388,412.22	485,147.40	-96,735.18
EXPENSES			
A3410.1-PERSONAL SERVICES			
SECRETARY-SECRETARY	1,625.00	6,500.00	4,875.00
TREASURER-TREASURER	1,275.00	5,100.00	3,825.00
TOTAL A3410.1-PERSONAL SERVICES	2,900.00	11,600.00	8,700.00
A3410.2 EQUIPMENT-PURCHASE OF EQUIP...			
Air Cyinders	2,031.00	0.00	-2,031.00
Core Cutters	8,682.00	0.00	-8,682.00
ID CARD SYSTEM	4,172.88	0.00	-4,172.88
Other A3410.2 EQUIPMENT-PURCHASE OF...	536.05	38,000.00	37,463.95
TOTAL A3410.2 EQUIPMENT-PURCHASE ...	15,421.93	38,000.00	22,578.07
A3410.4-CONTRACTUAL & OTHER			
ASSOC. DUES-ASSOCIATION DUES	150.00	550.00	400.00
CONF,TRAV,TRAIN-CONF., TRAVEL & TRA...	1,441.43	3,500.00	2,058.57
FIREHOUSE UTIL-FIREHOUSE-FUEL,ELEC...	3,868.58	9,000.00	5,131.42
INSURANCE-INSURANCE-NO BLANKET AC...	17,414.42	15,900.00	-1,514.42
LEGAL NOTICE-PUBLICATION,LEGAL NOT...	41.93	200.00	158.07
MAINT-EQUIPMENT-MAINT.-EQUIPT.,GAS...			
Other A3410.4:MAINT-EQUIPMENT-MAIN...	15,753.53	32,150.94	16,397.41
TOTAL MAINT-EQUIPMENT-MAINT.-EQU...	15,753.53	32,150.94	16,397.41
MAINT.-B&G-MAINT.-BUILDINGS,GROUNDS			
Other A3410.4:MAINT.-B&G-MAINT.-BUIL...	2,516.44	20,651.00	18,134.56
TOTAL MAINT.-B&G-MAINT.-BUILDINGS,...	2,516.44	20,651.00	18,134.56
MAINT.-RADIOS & PAGERS	1,186.80	700.00	-486.80
MEDICAL-MEDICAL EXPENSES	464.00	9,000.00	8,536.00
MISCELLANEOUS-MISCELLANEOUS	105.05	2,000.00	1,894.95
OFFICE-OFFICE SUPP. & POSTAGE			
Other A3410.4:OFFICE-OFFICE SUPP. & ...	2,349.12	6,500.00	4,150.88
TOTAL OFFICE-OFFICE SUPP. & POST...	2,349.12	6,500.00	4,150.88
PROFESSIONAL SERVICE-Attorney, Archite...	4,580.00	10,000.00	5,420.00
SEWER & WATER-SEWER & WATER-TAX ...	235.47	400.00	164.53

BHFD 2017 Budget 05/31/2017 - Current Year
 1/1/2017 through 12/31/2017 Using BHFD- 2017 BUDGET - Adopted

6/1/2017

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Category Description	1/1/2017 Actual	Budget	12/31/2017 Difference
TELEPHONE-TELEPHONE & ALARM SYST...	903.22	2,400.00	1,496.78
WATER HYDRANT-WATER HYDRANT CONL...	100.00	200.00	100.00
TOTAL A3410.4-CONTRACTUAL & OTHER	51,109.99	113,151.94	62,041.95
A9025.8 SAP-SERVICE AWARD PROGRAM	112,147.32	113,000.00	852.68
A9030.8 SS-SOC. SEC.,MEDICARE TAXES	221.85	890.00	668.15
A9040.8 WCOMP	0.00	600.00	600.00
A9785.6 Installment Purchase Debt Princip	0.00	7,849.06	7,849.06
CVS PROPOSAL	1,020.00	0.00	-1,020.00
FERF SAVINGS	75,000.00	75,000.00	0.00
L & I SAVINGS	20,000.00	20,000.00	0.00
NEW STATION #2 LOAN	88,500.15	0.00	-88,500.15
TOTAL EXPENSES	366,321.24	380,091.00	13,769.76
OVERALL TOTAL	22,090.98	105,056.40	-82,965.42

B.H.F.D. - ALL ACCOUNTS BALANCE REPORT - As of 5/31/2017:42

(Includes unrealized gains)
 As of 5/31/2017

6/1/2017

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Account	3/31/2017 Balance	4/30/2017 Balance	5/31/2017 Balance
ASSETS			
Cash and Bank Accounts			
BHFD F.E.R. CD	0.00	0.00	0.00
BHFD FERS	266,164.23	266,164.23	266,164.23
BHFD GF CD	0.00	0.00	0.00
BHFD GFC	166,591.40	127,201.99	27,507.18
BHFD GES	1,898.14	1,898.14	1,898.14
BHFD Land & Improvements Checking	496.52	19,898.29	19,899.14
BHFD Land & Improvements Reserve CD	100,000.00	100,000.00	100,000.00
BHFD Land & Improvements Reserve Savings	79,909.52	59,909.52	60,909.52
TOTAL Cash and Bank Accounts	615,059.81	575,072.17	476,378.21
TOTAL ASSETS	615,059.81	575,072.17	476,378.21
LIABILITIES			
Other Liabilities			
BHFD Encum	13,790.00	7,240.00	7,240.00
TOTAL Other Liabilities	13,790.00	7,240.00	7,240.00
TOTAL LIABILITIES	13,790.00	7,240.00	7,240.00
OVERALL TOTAL	601,269.81	567,832.17	469,138.21

29,405.32

180,808.66

2017 BHFD Vouchers for Approval:5

5/10/2017 through 6/13/2017

6/12/2017

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Date	Num	Description	Memo	Category	Amount
5/25/2017	14161	ACC Business	APR 2017 Inv# 171 203 138	A3410.4:TELEPHONE	-20.70
5/25/2017	14162	Verizon	05/04/17-06/03/17 Acct 518 865-9322 934 243	A3410.4:TELEPHONE	-76.05
5/30/2017	14163	VERIZON	05/13/17-06/12/17 Acct 518 399-8912 893 24 8	A3410.4:TELEPHONE	-83.86
6/1/2017	14164	...Candy L. Merchant		A3410.1:TREASURER	-1,825.00
6/1/2017	14165	...Catherine F. Merchant		A3410.1:TREASURER	-1,275.00
6/5/2017	14166	Nationgrid	04/21/17-05/22/17 ElecGas Station#1 Acct 09964-28105	A3410.4:FIREHOUSE UTIL	-394.35
6/5/2017	14167	Nationgrid	04/21/17-05/22/17 Elec Station 2 Acct 48964-28107	A3410.4:FIREHOUSE UTIL	-89.79
6/5/2017	14168	Nationgrid	04/21/17-05/22/17 Elec 330 Charlton Rd.Acct24407-35000	A3410.4:FIREHOUSE UTIL	-55.89
6/13/2017	Print	SYNCRAMA ZON	Scotch Brite Griddle Cleaning Pads Inv#0636 3588 7978	A3410.4:MAINT-EQUIPM...	-66.15
6/13/2017	Print	TODD AXTON	Reimburse -NYS NFA WEEKEND 5/19-5/21/17 in MD	A3410.4:CONF,TRAV,TR...	-442.69
6/13/2017	Print	FIRETRAC	9.5M BunkerBoot - Black DiamondRubber+RALIX Patch#3...	A3410.2 EQUIPMENT-Fr...	-232.25
6/13/2017	Print	FIRETRAC	BunkerBoot Sz 12 - Black DiamondRubber Inv #	A3410.2 EQUIPMENT-Fr...	-184.94
6/13/2017	Print	FIRETRAC	2 Pr Sz Xsmall Shelby Gloves Inv #3040	A3410.2 EQUIPMENT-Fr...	-184.78
6/13/2017	Print	FIRETRAC	6 Pr Sz LG Shelby Gloves Inv #3040	A3410.2 EQUIPMENT-Fr...	-510.00
6/13/2017	Print	Michael Fowler	NYS NFA Weekend 5/19-5/21/17 Meals for 3 Reimbursed	A3410.4:CONF,TRAV,TR...	-131.00
6/13/2017	Print	Gary Hastings	APR 2017 \$100 Adjusted + MAY 2017 \$275 CLEANING	A3410.4:MAINT -B&G	-375.00
6/13/2017	Print	VINCENT PARENT	B&S Generator Repair 5/23/17 Inv# 27289	A3410.4:MAINT-EQUIPM...	-65.00
6/13/2017	Print	REPUBLIC SERVICES #994	JUNE 2017 INV# 0964-0008 87583	A3410.4:MAINT -B&G	-74.41
6/13/2017	Print	RICOH, USA, Inc.	MAY 2017 Copy Images Inv #5048 723 775	A3410.4:OFFICE	-52.91
6/13/2017	Print	Janelle Shilto	4 CPR/AED CHALLENGE Course @ \$28 Inv #108	A3410.4:CONF,TRAV,TR...	-112.00
6/13/2017	Print	Angelo M. Steady	National Emergency Training Center 5/19/17 Meal Reimbu...	A3410.4:CONF,TRAV,TR...	-50.00
6/13/2017	Print	Town of Babylon Highway Dept.	MAY 2017 Gas & Diesel	A3410.4:MAINT-EQUIPM...	-231.70
6/13/2017	Print	United State Trossary	Form 941 2nd Qtr 2017 PD via EFTPS Called in on 5/15/...	A3410.4:MAINT-EQUIPM...	-443.70
6/13/2017	Print	VANDER MOLEN FIRE APPA...	17-2 Replaced Heater Assembly Inv #2927	A3410.4:MAINT-EQUIPM...	-1,866.87
6/13/2017	Print	WELLS FARGO VENDOR FIN...	06/13/17-07/12/17 RENT - Copier Inv #888 25 598	A3410.4:OFFICE	-247.85
5/10/2017 - 6/13/2017					-8,881.89
TOTAL INFLOWS					0.00
TOTAL OUTFLOWS					-8,881.89

2017 LAND & IMP. RESERVE FUND - Vouchers for Approval:5

6/1/2017 through 6/13/2017

6/12/2017

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Date	Num	Description	Memo	Category	Amount
BALANCE 5/31/2017					19,898.14
6/13/2017	Print	Hueber-Brouer Const. Co., Inc.	33% Pro-Construction Phase 3/22 - 4/30/17 #16 456-8	[BHFD Land & Improvements Checking]	-18,646.00
6/13/2017	Print	Hueber-Brouer Const. Co., Inc.	66% Pro-Construction Phase 5/01-06/01/17 #16 456-9	[BHFD Land & Improvements Checking]	-18,647.00
6/13/2017	Print	Bivens & Associates Architects, ...	CONSTRUCTION DOCS 92.31% of \$130,000 #1201.001...	[BHFD Land & Improvements Checking]	-40,000.00
6/13/2017	Print	NAPIERALA Professional Engine...	Site Plan Design Development 05/01 -05/29/17 Inv 7258	[BHFD Land & Improvements Checking]	-8,407.30
6/13/2017	Print	EARTH CARE PLUS, Inc.	Tree Tele Down Contract @ 330 Charlton Rd. Inv#4728	[BHFD Land & Improvements Checking]	-2,000.00
6/13/2017	Print	LAVELLE & FINN, LLP	Legal Services Re: New Fire Station #2 Inv #37089	[BHFD Land & Improvements Checking]	-330.00
6/13/2017	Print	Greg Brudhoe	RR reimbursement - E-Z PASS to Syracuse Mtg 5/02/17 w/1+B	[BHFD Land & Improvements Checking]	-9.22
6/1/2017 - 6/13/2017					-88,039.52
BALANCE 6/13/2017					-68,140.38
TOTAL INFLOWS					0.00
TOTAL OUTFLOWS					-88,039.52
NET TOTAL					-88,039.52

RESOLUTION REQUIRED FOR TEMPORARY LOAN
BEFORE VOUCHERS ARE APPROVED.

**Burnt Hills Fire District #1
Town of Ballston
County of Saratoga**

RESOLUTION to Establish a CAPITAL PROJECT FUND Checking Account

Summary of Bond Resolution ~ A bond resolution was adopted by the Board of Fire Commissioners of the Burnt Hills Fire District on February 14, 2017. A Proposition was approved by a majority of the qualified voters of the Fire District at a Special Election held on March 21, 2017. The proceeds from the sale of the obligations authorized in the said resolution shall be used for the specific purpose of undertaking a capital improvements project primarily of the construction of a new firehouse building in the Town of Ballston at 330 Charlton Road, such project to include any original furnishings, equipment, machinery, apparatus, site work and ancillary costs required for such purpose. Financing of such a project, will be through the issuance of serial bonds in an amount not to exceed \$2,600,000 of the Fire District, and delegates to the Fire District officer of the Fire District the power to issue said bonds and to authorize the issuance of notes in anticipation of the sale of such bonds. The period of probable usefulness is 30 years.

RESOLUTION that the District Treasurer open a **CAPITAL PROJECT FUND Checking Account** at the Ballston Spa National Bank ~

1. **Name of the account is: BURNT HILLS FIRE DISTRICT ~ NEW FIRE STATION #2**
by a Motion made on 05/09/2017 by T. Johnson, seconded by W. Bennett and Carried.

2. **Authorized Signers** are: District Treasurer **Catherine F. Merchant**, Chairman of the Board of Fire Commissioners **Les W. Bonesteel, Jr.**, and Fire District Commissioner **Michael Fowler** are authorized to open or close accounts, sign checks, make deposits. *by a Motion made on 05/09/2017 by M. Fowler, seconded by T. Johnson and Carried.*

3. **Number of signatures** required to conduct the business of the Burnt Hills Fire District is **one (1)**
by a Motion made on 05/09/2017 by M. Fowler, seconded by W. Bennett and Carried.

4. **\$100 Deposit** required to open this account (check from Land & Improvement Reserve Checking).
by a Motion made on 05/09/2017 by T. Johnson, seconded by W. Bennett and Carried.

June 13, 2017