NEW CASTLE FIRE DISTRICT No. 1
Est. 1925

Board of Fire Commissioners
Post Office Box 64 • Chappaqua, New York 10514
Website: www.ncfd1.org • Phone: 914-238-6287

BOARD OF FIRE COMMISSIONERS
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The Regular Monthly Meeting of the Board of Fire Commissioners of New Castle Fire District No. 1 was held at 491 King Street, Chappaqua, New York on the 16th of November, 2023 commencing at 7:00pm. The Meeting was videotaped by the New Castle Community Media Center ("NCCMC") and is available for viewing on the NCCMC website (NCCMC.com) or on NCFD1.org.

Present
Brian Murphy, Chairman
Edwin Frank, Commissioner
Charles Rauch, Commissioner
Dwight Smith, Commissioner
Michael Soldo, Commissioner

Also Present
Robin Rizzo, Treasurer via Zoom

Absent
Christine Dennett, Secretary

Pledge of Allegiance

Commissioner Smith led the *Pledge of Allegiance* and the Board held a moment of silence for all the deceased members.

Correspondence

None received.

Chief's Report:

Chief Eiden gave the Chief's Report.

- Chairman Murphy approved the quote for wheels to be added to the door prop in the amount of $885.

- Alarms are up in 2023 from the previous year.
- The town has requested the Fire Department participate in a number of holiday season events.

Upon motion by Commissioner Rauch, seconded by Commissioner Soldo, the Board voted unanimously to accept the Chief's expenses in the amount of $1,165.02 with a vote of 5-0.

Treasurer's Report:

Upon motion by Commissioner Frank, seconded by Commissioner Soldo, the Board of Fire Commissioners voted unanimously to approve the Check Registers for November for the General Fund in the amount of $47,695.56 and the Capital Fund in the amount of $210,272.07 with a vote of 5-0.

Upon motion by Commissioner Frank, seconded by Commissioner Smith, the Board of Fire Commissioners voted unanimously to approve the following with a vote of 5-0:

Budget Increase Expense:	$8,683.32	Insurance
Budget Increase Revenue:	$8,683.32	Insurance Recovery

Approval of Meeting Minutes:

Upon motion by Commissioner Rauch, seconded by Commissioner Frank, the Board voted unanimously to approve the minutes of the Regular Meeting on October 19, 2023 with a vote of 5-0.

Committee Reports:

Chairman Murphy:

a) House
   - The refrigerator/freezer needs a new thermostat and a wirerepair.
   - A drawing is needed in order to file for a building permit for a stairlift.
b) Medical/Physicals – completed.
c) Town Board Liaison – no report.
d) Compliance Policy Review – No report.

Commissioner Frank:

a) Technology – iPads were received.
b) Engineering/Building – no report
c) Projects
   - There have been several meetings regarding the expansion project and more will need to be held. Thanks to all for participating.
   - The Town will outsource the plan review to JHW Plan Review Services because of the project size.

Commissioner Rauch:

a) Insurance

- Working with the estate of a deceased member regarding insurance payouts.

Chief Eiden requested Cancer Policy Coverage information for members.

- The new server was installed.
- Red Alert is installed on the server but needs an upgrade in the amount of $2,500.

Upon motion by Commissioner Rauch, seconded by Commissioner Smith, the Board of Fire Commissioner hereby authorizes the upgrade in the amount of $2,500 for the Red Alert System.

b) Finance – no report
c) Purchasing – no report.

Commissioner Smith:

a) Trucks

- The Tower Ladder was serviced.
- 155 was inspected and had two front tires replaced.
- Engine 146 was inspected but light bulbs need to be replaced.
- The Tahoe needs an iPad cradle. Due in early December.

b) Communications

- Four microphone cables were needed for radios for 206 and 263.
- Batteries were received for the VHF portable radios and given to the Chief's to install.
- The emergency standby generator was serviced but one more item needs to be addressed. It might need to wait until after winter. Sending quote related to low temp issue.
- Check for polo shirts is ready.

Chief Eiden asked if members could be paid to drive apparatus to be serviced instead of paying a vendor. Commissioner Smith stated he'd ask the attorney.

Commissioner Soldo

a) Uniforms/Turnout Gear – no report.
b) Town Liaisons – no report.
c) Legal and Contract Review – no report.

Old Business:

a) District Policies Discussion – an additional session is needed.
b) By-Laws will be reviewed in March.

New Business:

a) Authorize Assignment Letter with Wendel f/k/a Mitchell Associates Architecture

Upon motion by Commissioner Frank, seconded by Commissioner Smith, the Board voted unanimously to approve the following with a vote of 5-0:

Whereas, on July 13, 2023, Mitchell Associates Architects (MAA) and New Castle Fire District #1 (Fire District) entered into a Standard Form of Agreement Between Owner and Architect AIA Document B101 – 2017 ("Agreement"); and

Whereas, on July 21, 2023, MAA merged into Wendel WD Architecture, Engineering, Surveying & Landscape Architecture, P.C. (Wendel) and the Agreement was assigned to Wendel by operation of law; and

Whereas, Wendel has requested all future payments under the Agreement be made to Wendel as the surviving entity.

Now, therefore, be it Resolved, that all future payments shall be made to Wendel in accordance with the Agreement.

Public Comment :

There were no public comments.

Future Dates:

Regular Monthly Meeting December 21, 2023 at 7pm at 491 King Street with a Work Session prior at 6:30pm. Project work sessions will be held on Wednesday, December 6, 2023 at 6:00pm and Monday, December 18, 2023 at 6pm.

Adjournment:

Upon motion by Commissioner Soldo, seconded by Commissioner Frank, the Board of Fire Commissioners voted unanimously to adjourn the regular meeting and go into an Executive Session to discuss a bid at 7:31pm.

Respectfully submitted,
Christine Dennett
Fire District Secretary

December 4, 2023