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**MINUTES**  
**BOARD OF FIRE COMMISSIONERS**  
**Organizational and Regular Meeting - January 14, 2020 - 6:00pm**

**ATTENDEES:** Commissioner George Burns                      Commissioner Stephen Piehler  
Commissioner Marc Komorsky                      Commissioner Robert McCord  
Commissioner Richard Sassi                      Chief Barry Ward  
EMS Administrator Michael Benenati                      Treasurer Mark Pozniak  
District Secretary Bria Le

At 6:05 pm Secretary Le, as acting Chairman, called the 2020 Organizational meeting of the LaGrange Fire District to order and led the Pledge of Allegiance.

Le stated for the record that the newly elected commissioner, Richard Sassi, has taken his oath of office at Town Hall and has filed a copy with the District (attached). She also noted that the media was notified of the date of the organizational meeting on December 13<sup>th</sup>, 2019, and the official notice was published in the Poughkeepsie Journal on December 18<sup>th</sup>, 2019.

**Chairman of the Board for 2020**

Le asked for nominations for the Chairman of the Board of Fire Commissioners for 2020.

Commissioner Bob McCord **NOMINATED** Commissioner Marc Komorsky for Chairman of the Board and Commissioner Steven Piehler **SECONDED** the nomination. With the following votes, the Board **RESOLVED** to appoint Marc Komorsky as Chairman for 2020: McCord – Aye, Burns – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

Le turned the meeting over to newly appointed Chairman Komorsky.

Komorsky asked for a nomination for Vice-Chairman.

Commissioner Burns **NOMINATED** Stephen Piehler for Vice-Chairman and Komorsky **SECONDED** the nomination. The Board appointed Stephen Piehler as Vice-Chairman for 2020 with the vote as follows: McCord – Aye, Piehler – Aye, Burns – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

Komorsky welcomed newly elected Commissioner Sassi and then welcomed those in attendance for the new year.

**Appointments/Designations**

1.1 – Upon a **MOTION** made by Piehler and **SECONDED** by McCord, the Board **RESOLVED** that Mark Pozniak is hereby appointed Treasurer of the LaGrange Fire District with a weekly pay rate of \$447.79 for 2020. (*Oath of Office to be administered later in the meeting*).

McCord – Aye, Burns – Aye, Piehler – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**

1.2 – Upon a **MOTION** made by McCord and **SECONDED** by Commissioner Burns, the Board **RESOLVED** that Bria Le is hereby appointed Secretary of the LaGrange Fire District with an hourly pay rate of \$23.11 for 2020. Said is also appointed Records Management Officer for the LaGrange Fire District. (Oath of Office administered at Town Hall – copy attached).

McCord – Aye, Piehler – Aye, Burns – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**

1.3 – Upon a **MOTION** made by McCord and **SECONDED** by Burns the Board **RESOLVED** that Mike Hekle of Jackson Lewis, P.C. be designated as the attorney for the LaGrange Fire District for 2020.

McCord – Aye, Burns – Aye, Piehler – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**



- 1.4 – Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that Rose & Kiernan be designated as the insurance agent for the LaGrange Fire District for 2020.  
McCord – Aye, Piehler – Aye, Burns – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**
- 1.5 – Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that the Poughkeepsie Journal be designated as the Official Newspaper of the LaGrange Fire District for placing legal advertisements, when necessary, for 2020.  
Burns – Aye, Piehler – Aye, McCord – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**
- 1.6 – Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that Mahopac National Bank be designated as the official depository for LaGrange Fire District for 2020.  
Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**
- 1.7 – Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that Mark Pozniak, George Burns, and Stephen Piehler be designated as the authorized signers on the financial accounts.  
McCord – Aye, Burns – Aye, Piehler – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**
- 1.8 – Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that all five commissioners – George Burns, Marc Komorsky, Bob McCord, Stephen Piehler, & Richard Sassi – be designated as the authorized signers on all of the Prudential, Mass Mutual, and Security Mutual life insurance policies owned by LaGrange Fire District.  
McCord – Aye, Burns – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**
- 1.9 – Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that the District Treasurer prepares monthly financial reports and furnishes a copy to each commissioner at the first regular monthly meeting.  
McCord – Aye, Burns – Aye, Piehler – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**
- 1.10 – Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that the District Treasurer is authorized to submit the annual treasurer's report to the State Comptroller's office.  
McCord – Aye, Burns – Aye, Piehler – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**
- 1.11 – Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that the District Treasurer be authorized to pay, in advance of an audit by this Board of Fire Commissioners, the telephone, electric, fuel oil, recurring salaries, and contracted health and life insurance bills as they are received provided they appear to be in order.  
Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**
- 1.12 – Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that mileage will be reimbursed, when appropriate, at the current rate as determined by the Internal Revenue Service. Jan. 1, 2020, the standard mileage rate for the use of a car (also vans, pickups, or panel trucks) is: 57.5 cents per mile for business miles driven.  
Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**
- 1.13 – Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that the three Commissioners who are not signers on the checks will be the internal audit committee.  
McCord – Aye, Burns – Aye, Piehler – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**
- 1.14 – Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that the Fire District will maintain memberships in the following organizations: Association of Fire Districts of the State of New York (AFDSNY), Association of Fire Districts of Dutchess County, Dutchess County EMS Council, Fire Chief's Council of Dutchess County, International Association of Fire Chiefs (IAFC) , National Fire Protection Association (NFPA), New



## LA GRANGE FIRE DISTRICT

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York Association of Local Government Records Officers (NYALGRO) and New York State Association of Fire Chiefs (NYSAFC).

Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**

1.15– Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that the Fire District Policies in place in 2019 be adopted for 2020, including the Purchasing Policy, the Fixed Asset Capitalization Policy, the Investment Policy, the Credit Card Policy, the Fund Balance Policy, the Indemnification Policy, and the Meeting Room Policy. *(full copies of each policy attached)*

Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**

1.16 – Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that the Fire District Treasurer is hereby authorized within sixty days after the end of the fiscal year to submit to this Board of Fire Commissioners a copy of the annual report required by General Municipal Law Section 30, in lieu of a written statement showing his receipts and disbursements for the preceding fiscal year. This authorization shall remain in effect until rescinded by this Board of Fire Commissioners.

Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

### **Board of Fire Commissioners Monthly Meeting Schedule 2020 –**

Discussion held regarding the meeting dates for 2020.

Upon a MOTION made by McCord and SECONDED by Piehler, the Board RESOLVED to schedule the December meeting on December 15<sup>th</sup>, 2020.

Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED to accept the 2020 monthly meeting schedule. *(final schedule attached)*

Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**

### **Commissioner Committee Assignments 2020–**

The Board held a short discussion about the committee assignments.

Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED to adopt the committee assignments, as discussed, for 2020. *(full list of Commissioner Committee Assignments attached)*

Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky - Aye. **Motion Carried.**

### **2020 Organizational Meeting Closing**

At 6:19 pm, upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED that close the 2020 Organizational Meeting. McCord – Aye, Burns – Aye, Sassi – Aye, Piehler – Aye, Komorsky – Aye. **Motion Carried.**

### **REGULAR MEETING**

At 6:19 pm, Chairman Komorsky opened the regular meeting and wished everyone a Happy New Year.

### **MINUTES:** 12/17/19

Upon a MOTION made by Burns and SECONDED by Piehler, the Board RESOLVED to approve the minutes from 12/17/19. Burns – Aye, Piehler – Aye, McCord – Abstain, Sassi – Abstain, Komorsky - Aye. **Motion Carried.**



#### CORRESPONDENCE:

- Check – Arlington High School for Fire Watch service agreement – \$1485.00.
- Checks – LaGrange Company 3 for cable reimbursement - \$630.00 & \$159.00.

Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED to put the checks into the general fund. Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye.

#### **Motion Carried.**

- Letter from Union – 2020 Union Officers.
- AFDSNY Bulletin.

#### ROOM REQUESTS:

- Station 3 on 2/9/20 for Champion from 10 am – 6 pm.

Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED to approve the use. McCord – Aye, Piehler – Aye, Burns – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

#### REPORTS:

- **Treasurer** – (*report attached*)

CASH POSITION: Treasurer Mark Pozniak reviewed the bank balances at the end of 2019: Operating - \$1,463,057.40, Reserve & Restricted - \$970,444.44, and Total Cash - \$2,433,501.84. He stated that all accounts have been reconciled and that the statements are in the Board's possession for audit. Pozniak noted that he thinks the District has enough cash to get through until the tax check is received from the Town. He said he will follow up with the auditors to get the finalized audit.

EXECUTIVE SESSION: Pozniak said he had one item regarding personnel for Executive Session.

Komorsky stated for the record that the Board of Fire Commissioners has reviewed the following LaGrange Fire District accounts: Land & Building Reserve, Apparatus Reserve, Trust & Agency Checking, General Fund Personal Services, General Fund Money Market, and General Fund Checking. He said they were all signed off and approved. Pozniak then noted that the financials are preliminary for the year end because the District does accrual accounting and there are still adjustments that will need to be made.

Le then administered the Fire District Treasurer Oath of Office to Pozniak (copy attached).

Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED to accept the Treasurer's Report. Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

- **Chief -**

PURCHASING: Chief Barry Ward said that the District needs to purchase 1 ¾" and 2 ½" hose and the cost on state bid for 16 lengths each is \$10,120.80. Short discussion followed.

Upon a MOTION Made by Piehler and SECONDED by McCord, the Board RESOLVED to approve the purchase of hose for \$10,120.80. Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

TRAINING: Chief Ward said there are people interested in going to FDIC, April 20<sup>th</sup> – 25<sup>th</sup>, and that there are four people interested in going - Caso, Champion, Ryan, & Zittel - for a cost of \$6700.00. Short discussion held about the location of the FDIC conference.

Upon a MOTION made by Burns and SECONDED by McCord, the Board RESOLVED to approve Caso, Champion, Ryan, & Zittel to go to Indianapolis for FDIC. Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**





**VEHICLES:** Ward noted that the District is scheduled to replace old 47-12, which is new 47-13, in 2021, so later in the year the plan is to look at purchasing the vehicle using the same specs as the vehicles that were recently purchased.

**EXECUTIVE SESSION:** Ward said that he has seven items of a personnel nature for Executive Session.

- **EMS Administrator -**

**EMS:** EMS Administrator Michael Benenati gave the Board a quick rundown of several things that the District has been working on, which included increasing the level of pediatric care, completing the rollout of the new state protocols, attending a cyber security awareness class, working with MidHudson Regional Hospital to develop & deliver rescue task force training, and several other items. Short discussion followed with regards to following up with legislators on ambulance billing and the impact of recent bail reform.

- **Department - (no report)**

- **Union –**

Union Vice President Kyle Rancourt said the Union hopes to start talking with the Board about the contract this year. He said he would like to come up with a couple of dates to sit down with the Board to begin the discussions.

Rancourt next informed the Board that some members recently participated in a technical rescue, a trench collapse, the previous shift. He noted it was a positive outcome and thanked the Board for allowing the staff to do that type of (specialized) training. He reviewed the call and again expressed his appreciation to the Board for supporting the special operations. Discussion followed regarding the event and training that is needed.

## OLD BUSINESS

- **Building Repairs & Repair Requests** – Komorsky said, as previously discussed, the siding on the south side of Station 3 is coming off and will be temporarily pinned up but he will be looking at prices to fix it. He noted that repair is a little in depth because the wood is rotting in the storage rooms and water is getting inside. Next he reviewed the electrical issues at Station 3 and said the electrician has been called and they are waiting to get on his schedule.

Komorsky then went over the door repair proposals from Architectural Doors (attached). Discussion followed regarding installing key FOBs at the stations.

Upon a MOTION made by Piehler and SECONDED by Sassi, the Board RESOLVED to accept the door work for the three firehouses from Architectural Door. Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

Komorsky noted that the Station 2 roof was patched over the holiday due to a leak.

## NEW BUSINESS

- **Door Repair Quotes** – Approved under Old Business.
- **NYS Volunteer FF Cancer Coverage proposal** – Le said the Board needs to review the Volunteer FF Cancer coverage and has to decide which plan (proposal attached). She noted that the District choose the enhanced plan last year and a short discussion followed regarding the coverage.

Upon a MOTION made by McCord and SECONDED by Komorsky, the Board RESOLVED to approve option 2 (the Enhanced Plan). Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**



- **Bell Copier Contract** – Le said this contract is for the copier that is at Station 1.  
Upon a MOTION made by Burns and SECONDED by Piehler, the Board RESOLVED to approve the Bell Copiers Maintenance Agreement for Station 1. Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**
- **Standard Workday & Reporting Resolution** – Le informed the Board that this resolution needs to be approved every year for the state retirement system. Komorsky read the resolution.  
Upon a MOTION made by Burns and SECONDED by McCord, the Board RESOLVED to approve the resolution (full resolution attached). Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**
- **Heating System Service Agreement** – Komorsky read the heating system service agreement (attached).  
Upon a MOTION made by Burns and SECONDED by McCord, the Board RESOLVED to approve the Redemption Mechanical Proposal. Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

ABSTRACT - \$146,252.71

Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED to pay the bills for December and the beginning of January, as per the abstract, for the amount of \$146,252.71. Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

PUBLIC COMMENTS:

Anthony Pignataro wished everyone a Happy New Year. He said that he saw great video of the trench rescue on the Poughkeepsie Journal's website and expressed his appreciation for the effort involved. Short discussion followed regarding the rescue. Next Pignataro said he thought service contracts were a good idea but he asked who monitors the service contracts for the District. Komorsky said that the Board keeps track of the contracts and scheduling and a discussion followed regarding the maintenance and tracking it. Pignataro recommended that the Board take a look at NYS Open Meetings Law regarding Executive Sessions and the topics that will be discussed and said that he thought that Personnel was too broad of a topic. Discussion followed regarding the use of "Personnel" as a reason for Executive Session.

EXECUTIVE SESSION

At 7:09 pm, upon a MOTION made by McCord, and SECONDED by Piehler, the Board RESOLVED to go into Executive Session to discuss one personnel item from Pozniak, seven personnel items from Ward, and one personnel item from Komorsky. Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

REGULAR SESSION AND FINAL ITEMS:

Regular session was resumed at 8:00 pm.

Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED to approve 207-a for Lt. Zittel beginning November 29<sup>th</sup>, 2019. Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**

Upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED to approve a 3% increase for 2020 for Bria Le, Maureen Byrum, John Burghardt, Charles Van Zutphen, and Mark Pozniak. Burns – Aye, McCord – Aye, Piehler – Aye, Sassi – Aye, Komorsky – Aye. **Motion Carried.**



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**ADJOURNMENT:**

At 8:01 pm, upon a MOTION made by McCord and SECONDED by Burns, the Board RESOLVED to adjourn the meeting. Burns – Aye, McCord- Aye, Piehler – Aye, Sassi – Aye, Komorsky. **Motion Carried**

Respectfully submitted,  
Bria Le - District Secretary

*(Approved by the Board of Fire Commissioners on 1/28/20)*

## Notice to Public Officers and Employees in Respect to Oath of Office

Among the following sections of the law you probably will find one which applies to you. Your oath may be taken before a Notary or any other person authorized by law to administer oaths. If you appear at the County Clerk's Office, I or one of my deputies will be glad to administer the oath.

Very truly yours,

  
Bradford Kendall  
Dutchess County Clerk

### EXTRACT FROM THE LAW--

Art. 13 Sec. 1--Const. Of the State of New York--

"...all officers, executive and judicial...shall, before they enter on the duties of their respective offices, take and subscribe the following oath:..."

### Section 25--Town Law--

"Before he enters on the duties of the office, and within thirty days after the commencement of the term of office for which he is chosen, every town officer shall take and subscribe before an officer authorized by law to administer oaths in his county, the constitutional oath of office... and such oath shall be filed in the office of the town clerk."

## OATH OF OFFICE

### Term of Office

From January 1, 20 20  
To December 31, 20 24

City, Town, or County,  
and Department

LAGRANGE


STATE OF NEW YORK

COUNTY OF DUTCHESS ss.:

I do solemnly swear (or affirm) that I will support the constitution of the United States and the constitution of the State of New York, and that I will faithfully discharge the duties of the office of FIRE COMMISSIONER according to the best of my ability.

(PRINT CLEARLY)

(Signed)

  
Richard J. Sassi

Please print name clearly underneath signature

Subscribed and sworn to before me

this 3 day of January, 20 20  
Elizabeth A. O'Hare  
Notary Public

ELIZABETH ANNE O'HARE  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 010H6367611  
Qualified in Dutchess County  
My Commission Expires 11-20-2021



# LA GRANGE FIRE DISTRICT

504 Freedom Plains Road • Poughkeepsie, NY 12603  
Tel (845) 471-4693 • Fax (845) 452-3349



## Oath of Office: Fire District Secretary

"I, Bria Le, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of Fire District Secretary of the LaGrange Fire District, according to the best of my ability."

  
\_\_\_\_\_  
Fire District Secretary

Sworn to me this 14 day of January, 2020

  
\_\_\_\_\_  
Notary Public

ELIZABETH ANNE O'HARE  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 01OH6367611  
Qualified in Dutchess County  
My Commission Expires 11-20-2021

# **Purchasing Policy**

## **Policy Statement**

The District has adopted these internal policies and procedures governing all procurements of goods and services. All such purchases using the funds or credit of the District shall be pursuant to this policy.

## **Goals of Purchasing Policy**

The goals of the District in its purchasing policy are to:

- (1) Assure the prudent and economical use of public moneys in the best interest of the taxpayers of the District
- (2) To facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances; and
- (3) To guard against favoritism, improvidence, extravagance, fraud, and corruption.

## **Purchasing Bid / Quote requirements**

When bidding is not required by statute, and whenever feasible, the District shall obtain alternative proposals or quotations for goods and services by use of written request for proposals, written quotations, verbal quotations or any other method of procurement which furthers the purposes of this policy.

Should a sufficient number of qualified vendors or suppliers be available, the following shall serve as a minimum number of quotations necessary for any purchase or public works contract.

| <u>Estimated amount of Purchase Contract</u>      | <u>Pre-Purchase Requirement</u> | <u>Authorized Purchaser</u> |
|---|---------------------------------|-----------------------------|
| \$0 - \$500 (Vehicle and Building Repair related) | None                            | Mechanic                    |
| \$0 - \$4,999.99                                  | None                            | DC, EMS Admin               |
| \$5,000.00 - \$9,999.99                           | 2 written quotations            | BOFC                        |
| \$10,000.00 - \$19,999.99                         | 3 written/faxed quotations      | BOFC                        |
| \$20,000 and Greater                              | Competitive Bid                 | BOFC                        |

| <u>Estimated amount of Public Works Contract</u> | <u>Pre-Purchase Requirement</u> | <u>Authorized Purchaser</u> |
|--|---------------------------------|-----------------------------|
| \$0 - \$4,999.99                                 | None                            | DC, EMS Admin               |
| \$5,000.00 - \$9,999.99                          | 2 written quotations            | BOFC                        |
| \$10,000.00 - \$34,999.99                        | 3 written/faxed quotations      | BOFC                        |
| \$35,000 and Greater                             | Competitive Bid                 | BOFC                        |

Note; In the absence of an authorized purchaser contact the BOFC Chairman

The District may determine, on a case by case basis or for certain types of procurements generally, that the solicitation of alternative proposals or quotation swill not be in the best interest of the District.

Initially adopted by the BoFC on 3/22/16



## **Authorized Purchase Order Signer**

Authorized Purchase Order Signers can sign PO's based on authorization from an Authorized Purchaser. Authorized signers on Purchase Orders shall be the District Secretary, District Book Keeper, District Fire Chief, Deputy Fire Chief, EMS administrator, Fire Lieutenant assigned Training and Fire Fighter Mechanic.

## **Bidding**

General Municipal Law 104-a(2)(a) requires that the District prescribe a procedure for determining whether a procurement of goods and services is subject to competitive bidding and documenting the basis for any determinations that competitive bidding is not required by law. In accordance with that requirement, the District has implemented the following policy as guidance.

### **Instances when Bidding is Required**

Bidding shall be required for all contracts for public work involving an expenditure of more than thirty-five thousand dollars (\$35,000) and all purchase contracts involving an expenditure of more than twenty thousand dollars (\$20,000). The contract shall be awarded to the lowest responsible bidder, who meets the bid specifications. The District shall determine what defines "responsible" for purposes of this requirement.

### **Awarding Bids to other than the lowest Bidder**

A contract for public works is defined as including an agreement for the erection, construction, reconstruction or alteration of building or lands.

In those cases where bids have been awarded to other than the lowest bidder (as opposed to lowest responsible bidder), even in those cases where informal bids have been accepted, the District shall document the justification and documentation for such choice, setting forth the reasons such an award furthers the goals of this policy.

In certain limited instances, the District may, in its sole discretion, determine that alternative proposals or quotations will not be in the best interest of the District. The commissioners will make such determinations in the rare instances that such need arises.

The unintentional failure to fully comply with the provisions of this section shall not be grounds to void action taken or give rise to a cause of action against the Fire District or any commissioner, officer, volunteer or employee thereof.

### **Aggregate Purchases/Items of Similar Nature**

Separate purchases of the same or similar item purchased in a reasonable short time or in a single fiscal year that would exceed \$20,000 shall be considered a single purchase for determining whether bidding is required.

Items of a similar nature should be grouped together for purposes of determining whether bidding is required.

## **Yearly Service Contracts**

A service contract that will likely exceed thirty-five thousand (\$35,000) dollars must be bid.

## **Service Contracts vs. Purchase Contracts and Professional Service Agreements**

The District recognizes the importance of determining whether a contract qualifies as one for the purchase of services or goods, as the purchase of services has a higher monetary threshold to mandate bidding. Additionally, certain professional services might not require bidding at all.

A contract involving both a purchase and professional services may qualify under the professional services exception if two criteria are met: (1) the professional services component of the contract is the primary or predominant part of the acquisition; and (2) there is an inextricable integration of the professional services and the physical components. This means that a contract will only be deemed to constitute professional services when the biddable component of the contract cannot be separated from the professional services. The “total character” of the agreement must be examined to ascertain its essential character or focus.

In the event that a purchase involves both a service and the purchase of goods, the District will determine whether the contract is one for public works or for the purchase of goods and use the appropriate limit to determine whether bidding is required.

A contract is mainly one for public works when the services provided constitute a predominant portion of the contract as to render the equipment purchase merely incidental to the provision of the technical services.

## **When Bidding is Not Required**

- (1) If there is only one “sole” source for the item;
  - Purchases made on State Contract / NYS Office of General services do not require bidding.
  - In this instance, the District shall document the unique benefit of the item as compared to others and its advantage to any similar item in the market.
  - Whether a particular contract involves a true sole source situation is a question of fact and municipal officials should be prepared to factually verify that the goods or services sought may only be obtained from a single source.
- (2) If the item is a “true lease”.
  - A true lease has no nominal fee buyout provision. A true residual value may be permitted for a buyout.
  - The title must always be with the leasing company, not the District.
- (3) Insurance is not subject to bidding under New York State law. However, the District shall make all reasonable attempts to obtain bids for general insurance coverage once every three years.
- (4) Surplus and second-hand supplies, material or equipment may be purchased without competitive bidding from the federal government, the state of New York or from any other political subdivision, District or public benefit corporation. Not that a fire company is not considered a municipality.
- (5) Emergency purchases. In case of a public emergency arising out of an accident or other unforeseen occurrence or condition whereby circumstances affecting public buildings, public property or the life, health, safety or property of the inhabitants of the District, require

immediate action which cannot await competitive bidding, contracts for public work or the purchase of supplies, material or equipment may be dispensed with for such purchase.

### **Examples of Services Not Required To Be Bid**

Professional services which involve the application of specialized expertise, the use of professional judgment, or a high degree of creativity in the performance of the contract are not required to be bid. Professional service contracts often involve a relationship of personal trust and confidence.

Therefore, the following are professional services:

- Attorneys
- Accountants for other than an audit
- Physicals performed by physicians
- Computer programmers
- Information Technology Services
- Architects
- Printing:

Contracts which only incidentally involve printing, such as the purchase of forms, envelopes or letterheads containing the municipality's name, address and other related matter, are considered purchase contracts for goods. Where the printing is not incidental, however, but represents the major portion of the work and costs, such as in printing of briefs and records on appeal, such services fall into the category of public work.

Alternative proposals or quotations for goods and services shall be secured by use of written request for proposals, written quotations, verbal quotations or any other method of procurement which furthers the purposes of this section.

### **Advertising for Bids**

Advertisement for bids shall be published in the official newspaper or newspapers for the District chosen for notice of meetings and elections at the organizational meeting in January.

The advertisement shall contain a statement of the time when and place where all bids shall be received.

All bid solicitations shall state that it will not permit electronic bid submission.

The District will designate an officer to open the bids at the time and place specified in the notice. Such officer shall make a record of such bids including the name of the bidder, the date received and any other information deemed necessary for each bid.

All bids received shall be publicly opened and read at the time and place specified in the notice.

At least five days shall elapse between the first publication of such advertisement and the date so specified for the opening and reading of bids.

### **Bidding Process**

All bidders shall provide an appropriate bid bond.

All bids shall be sealed until the time when all bids shall be opened together.

Initially adopted by the BoFC on 3/22/16

In any case where a responsible bidder's gross price is reducible by an allowance for the value of used machinery, equipment, apparatus or tools to be traded in by a political subdivision, the gross price shall be reduced by the amount of such allowance, for the purpose of determining the low bid.

In cases where two or more responsible bidders furnishing the required security submit identical bids as to price, the District may award the bid to any of such bidders.

The District may reject all bids and re-advertise for new bids if necessary.

### **Electronic Bid Submission**

Although permitted by law, the District shall not permit electronic bid submission.

### **Developing Specifications**

Whenever possible, practical, and feasible and consistent with open competitive bidding, the District may use the stock item specifications of manufacturers, producers and/or assemblers located in New York State in developing specifications for items to be let for bid in its purchasing contracts and may use the data and information contained in stock item specifications forms to assist in his determination of what constitutes a stock item of a manufacturer, producer and/or assembler located in New York State for the purpose of helping to retain jobs, business, and industry presently in the state of New York and attracting expanded and new business and industry to the state of New York so as to best promote the public interest.

### **Prohibition on Certain Bidders and Vendors**

No vendor or seller of goods or services, and no person, firm, partnership or corporation of which such vendor is a member, director or officer, who has refused to:

- (1) Testify in front of a grand jury, head of a state department, temporary state commission or other state agency, the organized crime task force in the department of law, head of a city department, or other city agency, which is empowered to compel the attendance of witnesses and examine them under oath, to testify in an investigation concerning any transaction or contract had with the state, any political subdivision thereof, a public authority or with any public department, agency or official of the state or of any political subdivision thereof or of a public authority.
- (2) To sign a waiver of immunity against subsequent criminal prosecution or
- (3) To answer any relevant question concerning such transaction or contract,

Shall be qualified to sell or submit bids to or receive an award from or enter into any contract with the District, for goods, work or services, for a period of five years after such refusal or until a disqualification shall be removed.

Any and all contracts made with the District or official thereof, by such person, and by any firm, partnership, or corporation of which he is a member, partner, director, or officer may be cancelled or terminated by the District without incurring any penalty or damages on account of such cancellation or termination. Any monies owing by the District for goods delivered or work done prior to the cancellation or termination shall be paid.

## **Statement of Non-Collusion Required**

All contracts for work and services shall contain a statement of non-collusion in bids and proposals to the District

## **Security Bonds**

Whenever a security bond is posted by a successful bidder for the faithful performance of a District project, for which state aid is approved, the name and address of the bonding company or person issuing the security bond, the number of such bond, and such other information as may be required by the state department or agency responsible for supervising the aid program regarding the project, shall be transmitted to such department or agency, where it shall be reviewed to determine its authenticity prior to award of such contract. The original of such bond shall remain in the office of the District. Upon request of such department or agency, the superintendent of insurance shall render such assistance as is necessary to determine the authenticity of the security bond.

## **Bid Mistakes**

Where a unilateral error or mistake is discovered in a bid, such bid may be withdrawn after a showing of the following:

- (1) The mistake is known or made known to the District prior to the awarding of the contract or within three (3) days after the opening of the bid, whichever period is shorter; and
- (2) The price of the bid was based on an error of such magnitude that enforcement would be unconscionable; and
- (3) The bid was submitted in good faith and the bidder submits credible evidence that the mistake was a clerical error as opposed to a judgment error; and
- (4) The error in the bid is actually due to an unintentional and substantial arithmetic error or an unintentional omission of a substantial quantity of work, labor, material, goods or services made directly in the compilation of the bid, which unintentional arithmetic error or unintentional omission can be clearly shown by objective evidence drawn from inspection of the original work paper, document, or materials used in the preparation of the bid sought to be withdrawn; and
- (5) It is possible to place the District in status quo ante.

The sole remedy for a bid mistake in accordance with this section shall be withdrawal of that bid and the return of the bid bond or other security, if any, to the bidder. Thereafter, the District may, in its discretion, award the contract to the next lowest responsible bidder or re-bid the contract. Any amendment to or reformation of a bid or a contract to rectify such an error or mistake therein is strictly prohibited.

## **Recycled Goods**

When purchasing products, the District may, wherever recycled products meet contract specifications and the price of such products is reasonable competitive, purchase such products.

“Recycled product” shall mean any product which is manufactured from secondary materials, as defined in subdivision one of section two hundred sixty-one of the economic development law, and which meets the requirements of subdivision two of section 27-0717 of the environmental conservation law and regulations promulgated pursuant thereto.

“Reasonably competitive” shall mean that the cost of the recycled product does not exceed a cost premium of ten percent above the cost of a comparable product that is not recycled product or, if at least fifty percent of the secondary materials utilized in the manufacture of that product are generated from the waste stream in New York State, the cost of the recycled product does not exceed a cost premium of fifteen percent above the cost of a comparable product that is not a recycled product.

Whenever such officer, board or agency shall purchase or cause the purchase of printing on recycled paper pursuant to this section, he or she shall require the printed material to contain the official state recycling emblem if such paper has been approved by the department of environmental conservation as satisfying the requirements of such statute and regulations, or, if such paper has not been so approved, require the printed material to include a printed statement which indicates the percentages of pre-consumer and post-consumer recycled material content of such paper.





# LA GRANGE FIRE DISTRICT

504 Freedom Plains Road • Poughkeepsie, NY 12603  
Tel (845) 471-4693 • Fax (845) 452-3349



## FIXED ASSET CAPITALIZATION POLICY

The LaGrange Fire District will regard its assets (including buildings, land or rights to land, and certain equipment, vehicles and furnishings) as fixed assets and shall regard those assets as capitalized, when all of the following criteria are met:

- (1) The Asset, when purchased, built or leased, shall have a useful life of one year or more.
- (2) The cost of the Asset (including installation) is \$20,000 or more. Multiple identical Assets whose individual cost is less than \$20,000 but the aggregate total of all identical Assets is \$20,000 or more are capitalized, as if they are a single Asset.
- (3) The cost of repairing or renovating the Asset is \$20,000 or more and prolongs the life of the Asset.

The Fire District shall establish an inventory of its Fixed Capitalized Assets. The inventory will include a brief description of the Asset (or group of Assets), the location of the Asset, its original estimated useful life, its remaining estimated useful life, its current condition, and its estimated replacement value.

The Fire District will regard software programs as fixed Assets, subject to the required criteria in this capitalization policy, and will amortize the cost of the Asset over an estimated useful life of three (3) years. Costs associated with software maintenance and customer support are considered expenditures which will not be capitalized.

### Other Considerations:

- (1) IMPROVEMENTS are expenditures for additions, alterations and renovations that appreciably prolong the life of the Asset, materially increase its value or adapt it to a different use. The cost of Improvements made to an Asset shall be capitalized.
- (2) REPAIR is an expenditure that keeps the property in ordinary efficient operating condition. The cost of the repair does not add to the value or prolong the life of the Asset. All repair expenditures are charged to the appropriate department and fund and shall not be capitalized.



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## Investment Policy

BE IT RESOLVED that the LaGrange Board of Fire Commissioners of the LaGrange Fire District designates the Tompkins Mahopac Bank as the official depository of all Fire District funds and funds to be invested, pursuant to New York State Law, at any other local commercial bank offering the best interest rates.

District Funds shall be invested in certificates of deposits, treasury bills, money markets, and/or repurchase agreements when necessary and prudent, as to provide the appropriate liquidity of funds to meet operating requirements and these funds shall be FDIC insured and collateralized in compliance with Section 10 of the General Municipal Law.

The depository bank shall provide written custodial agreements and written security agreements, which will comply with General Municipal Law. This investment policy shall be reviewed annually at the re-organizational meeting of the LaGrange Board of Fire Commissioners and at any other time deemed necessary by the Board.

The designees assigned for investment management are the Board of Fire Commissioners and the District Treasurer.



# LA GRANGE FIRE DISTRICT

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## Credit Card Policy:

The LaGrange Fire District shall maintain the following Credit Card(s):

Visa –Tompkins Trust (Mahopac National Bank)  
Staples

District credit cards are issued to and may only be used by the following district officials and employees:

Commissioner George Burns as the Authorized Officer, Fire District Secretary, Fire District Officers: Chief, Deputy Chief, Lieutenant (Training), EMS Administrator

1. The Fire District may issue District credit cards to the Chief, Deputy Chief, Lieutenant (Training), and EMS Administrator in their individual name and may revoke same at will. In addition, the District Secretary may be in possession of a District credit card to be used as needed for travel, postage or any other Commissioner approved expense.
2. District issued credit cards are to be used ONLY for official Fire District business.
3. All receipts for credit card purchases must be attached to a Fire District Purchasing form and submitted to the Board of Fire Commissioners for payment approval. Receipts must detail all charges including the name of the individual who incurred the charge, the reason for the charge and the amount of the charge.
4. District issued credit cards are not to be used for the purchase alcoholic beverages.
5. Personal Responsibility-the individual incurring the costs who fails to comply with District procedures will be personally responsible for all sums charged. Any charges made on District credit cards that do not have proper supporting documentation and the individual, not the district, will pay detail.
6. If a charge is determined to be an inappropriate or unauthorized Fire District charge, or if adequate documentation of the charge is not submitted to show it to be an authorized District charge, the individual responsible for the charge shall pay said charge within thirty days of the receipt of invoice from the credit card company.
7. All credit card users have the responsibility to notify both the Credit Card Company and the District Treasurer immediately, in the event the that the card is lost or stolen.
8. The Tompkins Trust Bank service number is 1-866-552-8855.
9. Any expenditure on the District credit card must be pre-approved by a Fire Commissioner, with the exception of the event of an emergency, when the Chief or the officer on the scene would be authorized to make emergency purchases as long as the Board is notified within 24 hours after the event.



# LA GRANGE FIRE DISTRICT

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## Fund Balance Policy Developed for GASB 54

### ***Purpose***

The LaGrange Fire District Board of Fire Commissioners recognizes that the maintenance of a fund balance is essential to the preservation of the financial integrity of the District and is fiscally advantageous for both the District and the taxpayer. This policy establishes goals and provides guidance concerning the desired level of fund balance maintained by the District to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances.

### ***Definitions***

Fund balance is a measurement of available financial resources and is the difference between total assets and total liabilities in each fund.

GASB Statement 54 distinguishes fund balance classified based on the relative strength of the constraints that control the purposes for which specified amounts can be spent. Beginning with the most restrictive constraints, fund balance amounts will be reported in the following categories:

- 1) **Nonspendable fund balance** – amounts that are not in a spendable form (e.g., inventory) or are legally or contractually required to be maintained intact (e.g., permanent fund principal).
- 2) **Restricted fund balance** – amounts that can be spent only for the specific purposes stipulated by external parties either constitutionally or through enabling legislation (e.g., grants or donations).
- 3) **Committed fund balance** – amounts that can be used only for the specific purposes determined by a formal action of the Board of Fire Commissioners. Commitments may be changed or lifted only by referring to the formal action that imposed the constraint originally (e.g., the board's commitment in connection with future construction projects).
- 4) **Assigned fund balance** – amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the Board of Fire Commissioners or by a designee to whom the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- 5) **Unassigned fund balance** – includes all amounts not contained in other classifications and is the residual classification of the general fund only. Unassigned amounts are available for any legal purpose.



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## ***Policy***

The responsibility for designating funds to specific classifications shall be as follows:

**Committed Fund Balance** – The Board of Fire Commissioners is the District's highest level of decision-making authority, and the formal actions that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the Board.

**Assigned Fund Balance** – The Board of Fire Commissioners has authorized the Treasurer as the official authorized to assign fund balance to a specific purpose as approved by this fund balance policy.

## ***Unassigned Fund Balance Target***

It is the goal of the District to achieve and maintain an unassigned fund balance in the general fund at fiscal year-end of not less than 20% and not more than 35 % of annual expenditures. If the unassigned fund balance at fiscal year-end fall outside of the target range, the District shall develop a restoration plan to achieve and maintain the minimum fund balance.



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## INDEMNIFICATION

APPLICABILITY: This policy applies to all personnel.

It is the policy of the Fire District to indemnify every Commissioner, Officer, employee and active member of the District for acts and omissions occurring within the scope of their duty in such capacity. This includes but is not limited to indemnification in accordance with Public Officers Law Section 18, Town Law 178-d, General Municipal Law 205-g, and as otherwise permitted or obligated by common law.

Any person, including an active member, who is served with a summons, petition, hearing notice or other action shall immediately deliver the same to the Chair of the Fire District, along with a written request for defense and indemnification. Pursuant to law, such written request and a copy of the pleadings must be delivered to the District Secretary and/or the Chair of the Board of Fire Commissioners within TEN DAYS of service upon the individual.

Indemnification shall not extend to expenses for punitive damages, fines, or penalties incurred as a result of intentionally harmful conduct.





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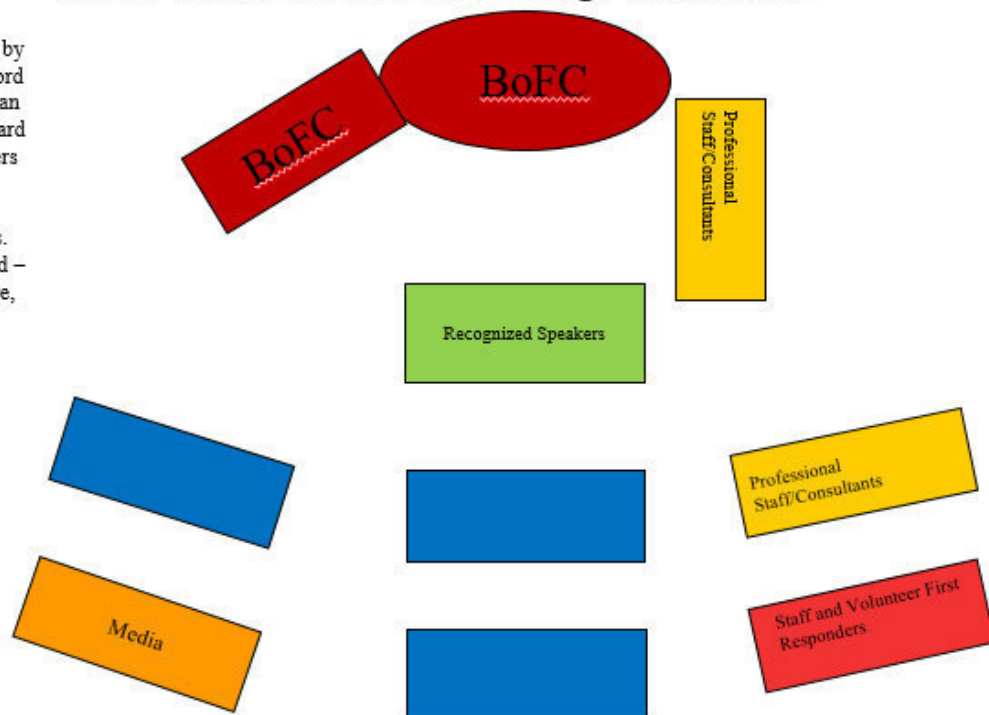
## ORDER OF MEETING ROOM

*(as initially adopted by BoFC on 5/12/15)*

From the Fire Commissioners' point of view: Staff and Volunteer first responders should be located to the left rear of the room. Media should be located at the right rear table. The front left tables are for staff consultants and professional staff. The commissioners sit at the front table and the front table immediately to the right. The table directly in front of the commissioners is for speakers that the BoFC will recognize.

### Floor Plan for BoFC Meetings (as adopted on 5/12/15)

On May 12, 2015 a MOTION was made by Commissioner McCord to accept the floor plan (detailed here) at Board of Fire Commissioners meetings to create order. Seconded by Commissioner Burns. Burns – Aye, McCord – Aye, Komorsky – Aye, Donohue – Aye.  
**Motion Approved.**



**\*\*Please note this chart is not formatted to scale nor does it include all items in the room.**

**LaGrange Fire District  
Board of Fire Commissioners  
2020 Monthly Meeting Schedule**

|           |                                   |
|-----------|-----------------------------------|
| January   | 14 (Organizational Meeting)<br>28 |
| February  | 11<br>25                          |
| March     | 10<br>24                          |
| April     | 14<br>28                          |
| May       | 12<br>26                          |
| June      | 9                                 |
| July      | 14<br>28                          |
| August    | 11<br>25                          |
| September | 8<br>22                           |
| October   | 13<br>20 - Budget Hearing<br>27   |
| November  | 10<br>24                          |
| December  | 8 – Commissioner Election<br>15   |

**The official monthly meeting of the LaGrange Fire District is normally held on the second Tuesday of each month, and the second meeting on the fourth Tuesday of each month. All meetings are held at Firehouse #2, 504 Freedom Plains Road, Poughkeepsie and begin at 6:00pm.**

*The location and time of the meeting may be changed by further resolution of the Board of Fire Commissioners upon proper notification to the public, pursuant to New York State Law, of such change.*

# COMMISSIONER COMMITTEE ASSIGNMENTS - 2020

|  |  |
|--|--|
| ANNUAL BUDGET PREPARATION  | <i>All Commissioners</i>   |
| CONTRACTOR LIST UPDATE   | <i>Burns &amp; McCord</i>  |
| EQUIPMENT and APPARATUS  | <i>All Commissioners</i>   |
| INTERFACE WITH:<br>Attorneys<br>Annual Auditors  | <i>Komorsky &amp; Piehler</i>  |
| INSURANCE  | <i>Komorsky</i>  |
| TELECOMMUNICATIONS   | <i>Burns</i>   |
| LIASON TO:<br>Company #1<br>Company #2<br>Company #3<br><br>Mechanic's Facility<br>Department President<br>Department Training<br>Local IAFF<br>Company Officers<br><br>LaGrange Town Hall | <i>Piehler</i><br><i>Burns</i><br><i>McCord</i><br><br><i>All Commissioners</i><br><i>All Commissioners</i><br><i>All Commissioners</i><br><i>All Commissioners</i><br><i>All Commissioners</i><br><br><i>Komorsky, Piehler, &amp; Burns</i> |
| LONG RANGE PLANNING  | <i>All Commissioners</i>   |
| MONTHLY BANK RECONCILIATION  | <i>Komorsky, McCord, &amp; Sassi</i>   |
| MONTHLY BUDGET REVIEW  | <i>All Commissioners</i>   |
| RULES/ POLICIES / REGULATIONS  | <i>All Commissioners</i>   |
| SUNSHINE   | <i>McCord</i>  |



# LA GRANGE FIRE DISTRICT

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## Oath of Office: Fire District Treasurer

"I, Mark Pozniak, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of Fire District Treasurer of the LaGrange Fire District, according to the best of my ability."

Sworn to me this 14<sup>th</sup> day of January, 2020

B. P. L.

Notary Public

[Signature]  
Fire District Treasurer

BRIA P. LE

NOTARY PUBLIC-STATE OF NEW YORK

No. 011E6311593

Qualified in Dutchess County

My Commission Expires September 15<sup>th</sup>, 2022

RECEIVED




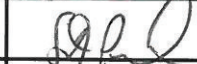



JAN 16 2019

LAGRANGE TOWN CLERK

| VENDOR                               | Amount Due   | PO # | Due Date  | 1/14/2020                           |
|--------------------------------------|--------------|------|-----------|-------------------------------------|
| A-1 Auto and Pool Supplies           | \$ 21.49     | 9388 |           | 47-55 Repairs                       |
| A-1 Auto and Pool Supplies           | \$ 109.20    | 9378 |           | Vehicle & Building Supplies         |
| A-1 Auto and Pool Supplies           | \$ 55.98     | 9398 |           | Snow plow repairs                   |
| A-1 Auto and Pool Supplies           | \$ 43.47     | 9401 |           | Shop Supplies                       |
| A-1 Auto and Pool Supplies           | \$ 45.51     | 9415 |           | Shop & vehicle supplies             |
| A-1 Auto and Pool Supplies           | \$ 17.48     | 9418 |           | Compressor tubing                   |
| A-1 Auto and Pool Supplies           | \$ 96.40     | 9419 |           | Hoses for new engines               |
| A-1 Auto and Pool Supplies           | \$ 44.21     | 9424 |           | Shop Supplies                       |
| ADP ✓                                | \$ 920.42    | 9389 |           | Payroll Fees                        |
| Ameritas Life Ins. Corp ✓            | \$ 5,850.76  | 9393 | 1/2/2020  | Dental Ins January 2020             |
| Bell Copiers ✓                       | \$ 395.00    | 9432 | 1/6/2020  | Copier Maintenance Agreement        |
| Blacktop Maintenance Corp ✓          | \$ 350.00    | 9414 |           | Snow Removal                        |
| Bottini Fuel                         | \$ 275.79    | 9390 |           | Propane Delivery                    |
| Bottini Fuel                         | \$ 918.31    | 9397 |           | Diesel & Propane Delivery           |
| Bottini Fuel                         | \$ 79.64     | 9416 |           | Propane Delivery                    |
| Bottini Fuel                         | \$ 915.90    | 9440 |           | Diesel Delivery                     |
| Brandl's Towing ✓                    | \$ 175.00    | 9384 |           | Towing of 47.13                     |
| CDW Government, Inc ✓                | \$ 466.48    | 9407 |           | Microsoft Office 365                |
| Central Hudson                       | \$ 563.65    | 9381 |           | Sta 3 Electric                      |
| Central Hudson                       | \$ 792.29    | 9391 |           | Sta 1 Electric                      |
| Central Hudson                       | \$ 2,198.01  | 9436 |           | Mechanics shop & Station 2          |
| Cryo World ✓                         | \$ 90.50     | 9402 |           | Cylinder Refill                     |
| Crystal Clear ✓                      | \$ 482.68    | 9417 |           | Refridgerator repairs               |
| Doyle Security Systems               | \$ 92.00     | 9423 |           | Alarm Repair                        |
| Doyle Security Systems               | \$ 193.50    | 9439 |           | Mechanics shop monitoring           |
| Dutchess Community College ✓         | \$ 1,404.00  | 9374 |           | ALS Core Training                   |
| Dutchess Community College Bookstore | \$ 380.25    | 4197 |           | Training Books                      |
| Dutchess Overhead Doors, Inc ✓       | \$ 869.00    |      |           | Sta 1 Door Repair                   |
| EMStar ✓                             | \$ 150.00    | 9441 |           | Training & Travel                   |
| Francis Nicolai ✓                    | \$ 875.00    | 9396 |           | Fire Commission Election review     |
| Freihofer Ice & Springwater ✓        | \$ 130.50    |      |           | Water Delivery                      |
| Friendly Ford ✓                      | \$ 139.24    | 5035 |           | Vehicle Supplies                    |
| Frontier Communications ✓            | \$ 99.44     | 9404 |           | Local & Long Distance Sta 1         |
| Jackson Lewis Co. ✓                  | \$ 8,279.20  | 9395 |           | Professional Fees for November      |
| John Page Development Co.            | \$ 4,074.53  | 9410 |           | Rent Mechanics shop                 |
| KoscoHeritage/HOP Energy             | \$ 603.63    | 9386 | 1/5/2020  | Sta 3 Fuel Oil                      |
| KoscoHeritage/HOP Energy             | \$ 672.48    | 9392 | 1/6/2020  | Sta 1 Fuel Oil                      |
| KoscoHeritage/HOP Energy             | \$ 488.96    | 9411 | 1/18/2020 |                                     |
| KoscoHeritage/HOP Energy             | \$ 881.53    | 9435 |           | Fuel Oil Station 1                  |
| Magna 5 ✓                            | \$ 490.99    | 9438 |           | Local & Long Distance Sta 2 & 3     |
| Manpower                             | \$ 645.58    | 9377 |           | Personnel Work                      |
| Manpower                             | \$ 1,438.19  | 9403 |           | Personnel Work                      |
| Manpower                             | \$ 362.31    | 9421 |           | Personnel Work                      |
| Margaret Schmitz, Rec. of Taxes ✓    | \$ 2,529.48  | 9422 |           | Property Tax                        |
| Medical Warehouse                    | \$ 249.77    |      |           | Various Medical Supplies            |
| Medical Warehouse                    | \$ 358.08    |      |           | Various Medical Supplies            |
| Medical Warehouse                    | \$ 652.80    | 9376 |           | Securing Device for Patients        |
| Medical Warehouse                    | \$ 463.40    |      |           | Various Medical Supplies            |
| Medical Warehouse                    | \$ 586.60    |      |           | Various Medical Supplies            |
| Municipal Emergency Services, Inc.   | \$ 585.00    |      |           | Shield 6 in traditional             |
| Municipal Emergency Services, Inc.   | \$ 225.00    |      |           | Compressor Preventative Maintenance |
| Municipal Emergency Services, Inc.   | \$ 94.45     | 5031 |           | Flash Light for Shop use            |
| Municipal Emergency Services, Inc.   | \$ 1,603.12  | 9296 |           | Pumper Ladders                      |
| Municipal Emergency Services, Inc.   | \$ 340.80    | 5029 |           | Streamlight Flashlights             |
| netFffx Inc. ✓                       | \$ 56.21     | 9420 |           | Printer Repair                      |
| NYS Academy of Fire Science ✓        | \$ 282.00    | 9205 |           | Training & Travel Champion          |
| NYSIF Workers' Compensation ✓        | \$ 11,152.19 | 9412 | 1/26/2020 | Workers' Comp adjustment            |
| Optimum ✓                            | \$ 389.70    | 9430 | 1/22/2019 | Cable & Internet Bills Sta 1, 2, 3  |
| Premier Fire Apparatus               | \$ 728.08    | 9400 |           | Repairs & Parts for 47-55, 47-13    |
| Premier Fire Apparatus               | \$ 1,140.00  | 9406 |           | Quarterly Preventive Maintenance    |



|                                     |    |             |      |            |                                     |
|-------------------------------------|----|-------------|------|------------|-------------------------------------|
| Premier Fire Apparatus              | \$ | ✓ 640.00    | 9408 |            | Quarterly Preventive Maintenance    |
| Premier Fire Apparatus              | \$ | ✓ 1,840.00  | 9409 |            | Quarterly Preventive Maintenance    |
| Premier Fire Apparatus              | \$ | ✓ 1,332.31  | 5034 |            | 47.1 Repaires                       |
| Prudential ✓                        | \$ | ✓ 499.75    | 9387 | 1/13/2020  | Life Insurance                      |
| Royal Carting Corp ✓                | \$ | ✓ 433.00    |      |            | Waste Removal                       |
| Ruge's Chevrolet ✓                  | \$ | ✓ 115.21    | 5033 |            | Rotation of tires                   |
| Sarjo Industries ✓                  | \$ | ✓ 87.37     | 5032 |            | Sanding Discs                       |
| Security Mutual Life Insurance Co ✓ | \$ | ✓ 320.25    | 9385 | 12/28/2019 | Life Insurance                      |
| Security Mutual Life Insurance Co ✓ | \$ | ✓ 2,836.75  | 9412 | 1/21/2020  | Life Insurance                      |
| Snow Fountain Supply, Inc ✓         | \$ | ✓ 200.00    | 9383 |            | Magic Salt                          |
| Staples ✓                           | \$ | ✓ 402.73    | 9394 | 1/15/2020  | Various Cleaning & office supplies  |
| State of Ny Health Benefits ✓       | \$ | ✓ 73,894.27 | 9433 |            | Employee Health Benefits            |
| Stryker Sales Corp ✓                | \$ | ✓ 1,128.60  | 9431 |            | Lifepak Technical Service Agreement |
| The Workplace ✓                     | \$ | ✓ 1,962.00  |      |            | Members Physicals                   |
| Tompkins Trust ✓                    | \$ | ✓ 94.09     | 9405 |            | Credit Card billing                 |
| Vanguard Organization Inc ✓         | \$ | ✓ 296.55    | 9399 |            | Roof Repair Sta 2                   |
| Verizon ✓                           | \$ | ✓ 144.11    | 9379 | 1/8/2020   | Cable & Internet Service            |
| Verizon Wireless ✓                  | \$ | ✓ 28.08     | 9380 | 1/2/2020   | Apparatus & Smartphone Service      |
| Verizon Wireless ✓                  | \$ | ✓ 756.63    | 9429 |            | Apparatus & Smartphone Service      |
| WEX Bank ✓                          | \$ | ✓ 625.83    |      | 1/22/2020  | Unleaded Gasoline                   |

|                 |  |               |         |  |
|-----------------|--|---------------|---------|--|
| TOTAL SUBMITTED |  | \$ 146,252.71 | Date:   | Commissioner Signatures:   |
| changes listed: |  |               | 1/14/20 |    |
|                 |  |               | 1/14/20 |    |
|                 |  |               | 1/14/20 |    |
| TOTAL APPROVED  |  |               | 1/14/20 |   |
| KEY:            |  |               | 1/14/20 |  |
| pre-paid        |  |               | 1/14/20 |  |
| Paid            |  |               | 1/14/20 |  |



Treasurer's Report  
January 2020

Presented 1/14/2020

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CASH POSITION at 12/31/19

OPERATING

|                           |    |              |
|---------------------------|----|--------------|
| General Fund Checking     | \$ | 197,070.13   |
| General Fund Money Market | \$ | 1,016,663.73 |
| Accrued Benefits          | \$ | 249,323.54   |
| Total Operating Cash      | \$ | 1,463,057.40 |

RESERVES & RESTRICTED

|                             |    |            |
|-----------------------------|----|------------|
| Apparatus                   | \$ | 227,610.36 |
| Land & Building             | \$ | 742,833.08 |
| Trust & Agency              | \$ | 1.00       |
| Total Reserved & Restricted | \$ | 970,444.44 |

TOTAL CASH                      \$    2,433,501.84

OLD ITEMS

None

NEW ITEMS

None

PENDING ITEMS

- Capital Projects need to be established for Building Renovations
- Auditors have completed their fieldwork, should have audit reports in a month or so

**PRELIMINARY**  
**Balance Sheet**  
December 31, 2019

## LaGrange Fire District

## Balance Sheet

As of December 31, 2019

|                                 | Dec 31, 19          | Dec 31, 18          |
|---------------------------------|---------------------|---------------------|
| <b>ASSETS</b>                   |                     |                     |
| Current Assets                  |                     |                     |
| Checking/Savings                |                     |                     |
| Fiduciary Accounts              |                     |                     |
| 1045 · Trust & Agency Checking  | 1.00                | 1.00                |
| Total Fiduciary Accounts        | 1.00                | 1.00                |
| Operating Accounts              |                     |                     |
| 1020 · General Fund Checking    | 197,070.13          | 359,300.92          |
| 1025 · General Fund MM          | 1,016,663.73        | 1,015,258.68        |
| 1026 · Accrued Benefits MM      | 249,323.54          | 248,655.39          |
| Total Operating Accounts        | 1,463,057.40        | 1,623,214.99        |
| Reserve Accounts                |                     |                     |
| 1010 · Apparatus Reserve MM     | 227,610.36          | 1,005,865.00        |
| 1030 · Land & Building MM       | 742,833.08          | 687,736.53          |
| Total Reserve Accounts          | 970,443.44          | 1,693,601.53        |
| Total Checking/Savings          | 2,433,501.84        | 3,316,817.52        |
| Accounts Receivable             |                     |                     |
| 1200 · Accounts Receivable      | 5,835.01            | 5,835.01            |
| Total Accounts Receivable       | 5,835.01            | 5,835.01            |
| Other Current Assets            |                     |                     |
| 1500 · Prepaid Expense          | 0.00                | 366,097.38          |
| Total Other Current Assets      | 0.00                | 366,097.38          |
| Total Current Assets            | 2,439,336.85        | 3,688,749.91        |
| <b>TOTAL ASSETS</b>             | <b>2,439,336.85</b> | <b>3,688,749.91</b> |
| <b>LIABILITIES &amp; EQUITY</b> |                     |                     |
| Liabilities                     |                     |                     |
| Current Liabilities             |                     |                     |
| Accounts Payable                |                     |                     |
| 2000 · Accounts Payable         | 25,336.76           | 194,189.24          |
| Total Accounts Payable          | 25,336.76           | 194,189.24          |
| Other Current Liabilities       |                     |                     |
| 2100 · Accrued Expenses         | 0.00                | 79,536.66           |
| 2200 · Payroll-457(b)           | -5,850.22           | 0.00                |
| 2400 · Payroll Liabilities      | -0.28               | -0.28               |
| 2500 · Payroll-IAF uni          | 240.13              | 15.00               |
| 2900 · Payroll-NYS Retirement   | 219.22              | 708.11              |
| Total Other Current Liabilities | -5,391.15           | 80,259.49           |
| Total Current Liabilities       | 19,945.61           | 274,448.73          |
| Total Liabilities               | 19,945.61           | 274,448.73          |

LaGrange Fire District  
**Balance Sheet**  
As of December 31, 2019

|                                       | Dec 31, 19          | Dec 31, 18          |
|---------------------------------------|---------------------|---------------------|
| Equity                                |                     |                     |
| 2949 · Non-spendable Fund Balance     | 366,097.38          | 366,097.38          |
| 2950 · Retained Earnings              | 810,895.60          | 950,773.68          |
| 2951 · Restricted Fund Balance        | 2,237,302.53        | 2,237,302.53        |
| 2954 · Misc Income                    | 5.67                | 5.67                |
| Net Income                            | -994,909.94         | -139,878.08         |
| Total Equity                          | 2,419,391.24        | 3,414,301.18        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <b>2,439,336.85</b> | <b>3,688,749.91</b> |

PRELIMINARY  
Budget vs. Actual - Summary  
YTD December 31, 2019

LaGrange Fire District  
Profit & Loss Budget vs. Actual  
January through December 2019

|                                  | Jan - Dec 19        | Budget               | % of Budget   |
|----------------------------------|---------------------|----------------------|---------------|
| <b>Ordinary Income/Expense</b>   |                     |                      |               |
| <b>Income</b>                    |                     |                      |               |
| 1001 · Real Property Taxes       | 7,362,164.00        | 7,362,164.00         | 100.0%        |
| 2401 · Interest and Earnings     | 48,986.51           | 50,000.00            | 98.0%         |
| 2680 · Insurance Recoveries      | 35,572.91           | 35,000.00            | 101.6%        |
| 2705 · Gifts and Donations       | 1,250.00            | 1,000.00             | 125.0%        |
| 2770 · Unclassified Income       | 57.80               |                      |               |
| 3200 · Investment Income         | 102,406.20          | 102,000.00           | 100.4%        |
| 3500 · Reimbursement Income      | 6,569.76            | 20,000.00            | 32.8%         |
| 3528 · Reimb of Wages            | 13,815.61           |                      |               |
| 3530 · Reimbursement             | 9,579.97            |                      |               |
| <b>Total Income</b>              | <b>7,580,402.76</b> | <b>7,570,164.00</b>  | <b>100.1%</b> |
| <b>Gross Profit</b>              | <b>7,580,402.76</b> | <b>7,570,164.00</b>  | <b>100.1%</b> |
| <b>Expense</b>                   |                     |                      |               |
| 1 · Personal Services            | 3,441,102.72        | 3,504,500.00         | 98.2%         |
| 2 · Capital & Equipment          | 1,554,759.72        | 2,116,251.00         | 73.5%         |
| 3 · Contractual & Other Expenses | 978,665.60          | 853,200.00           | 114.7%        |
| 4 · Benefits                     | 2,600,784.66        | 2,480,464.00         | 104.9%        |
| <b>Total Expense</b>             | <b>8,575,312.70</b> | <b>8,954,415.00</b>  | <b>95.8%</b>  |
| <b>Net Ordinary Income</b>       | <b>-994,909.94</b>  | <b>-1,384,251.00</b> | <b>71.9%</b>  |
| <b>Net Income</b>                | <b>-994,909.94</b>  | <b>-1,384,251.00</b> | <b>71.9%</b>  |

PRELIMINARY  
Budget vs. Actual - Detail  
YTD December 31, 2019



LaGrange Fire District  
Profit & Loss Budget vs. Actual  
January through December 2019

|  | Jan - Dec 19 | Budget       | % of Budget |
|--|--------------|--------------|-------------|
| <b>Ordinary Income/Expense</b>         |              |              |             |
| <b>Income</b>                          |              |              |             |
| 1001 · Real Property Taxes             | 7,362,164.00 | 7,362,164.00 | 100.0%      |
| 2401 · Interest and Earnings           |              |              |             |
| 3222 · Int - Apparatus Reserve         | 5,820.36     |              |             |
| 3226 · Int - General Fund MM           | 38,401.45    |              |             |
| 3228 · Int - Land & Build Reserve      | 4,096.55     |              |             |
| 3230 · Int - Accrued Benefits Reserve  | 668.15       |              |             |
| 2401 · Interest and Earnings - Other   | 0.00         | 50,000.00    | 0.0%        |
| Total 2401 · Interest and Earnings     | 48,986.51    | 50,000.00    | 98.0%       |
| 2680 · Insurance Recoveries            | 35,572.91    | 35,000.00    | 101.6%      |
| 2705 · Gifts and Donations             | 1,250.00     | 1,000.00     | 125.0%      |
| 2770 · Unclassified Income             |              |              |             |
| 3420 · Research fees                   | 57.80        |              |             |
| Total 2770 · Unclassified Income       | 57.80        |              |             |
| 3200 · Investment Income               |              |              |             |
| 3210 · Dividends - State Insurance Fd  | 102,406.20   | 102,000.00   | 100.4%      |
| Total 3200 · Investment Income         | 102,406.20   | 102,000.00   | 100.4%      |
| 3500 · Reimbursement Income            |              |              |             |
| 3510 · Refund Other                    | 45.71        |              |             |
| 3514 · Reimbursement - Cablevision Exp | 1,174.05     |              |             |
| 3522 · DOH Training/Cert Reimbursement | 1,300.00     |              |             |
| 3524 · Personal Services Reimbursement | 0.00         | 5,000.00     | 0.0%        |
| 3570 · EMS Public Training             | 4,050.00     |              |             |
| 3500 · Reimbursement Income - Other    | 0.00         | 15,000.00    | 0.0%        |
| Total 3500 · Reimbursement Income      | 6,569.76     | 20,000.00    | 32.8%       |
| 3528 · Reimb of Wages                  | 13,815.61    |              |             |
| 3530 · Reimbursement                   | 9,579.97     |              |             |
| Total Income                           | 7,580,402.76 | 7,570,164.00 | 100.1%      |
| <b>Gross Profit</b>                    | 7,580,402.76 | 7,570,164.00 | 100.1%      |
| <b>Expense</b>                         |              |              |             |
| 1 · Personal Services                  |              |              |             |
| 7310 · Personal Services               | 37,810.19    |              |             |
| 7322 · Payroll                         |              |              |             |
| 7324 · GROSS                           |              |              |             |
| 7400 · OT Overtime Payroll             | 852,589.96   |              |             |
| 7480 · Fire Fighter Base               | 2,550,702.57 |              |             |
| Total 7324 · GROSS                     | 3,403,292.53 |              |             |
| 7322 · Payroll - Other                 | 0.00         | 3,504,500.00 | 0.0%        |
| Total 7322 · Payroll                   | 3,403,292.53 | 3,504,500.00 | 97.1%       |
| Total 1 · Personal Services            | 3,441,102.72 | 3,504,500.00 | 98.2%       |
| 2 · Capital & Equipment                |              |              |             |
| 7000 · Land & Building                 |              |              |             |
| 7010 · Equipment                       |              |              |             |
| 7012 · Personal Protective Gear        | 51,709.80    |              |             |
| 7014 · PPE Maintenance and Repair      | 2,981.50     |              |             |
| 7016 · Radios                          | 9,422.98     |              |             |
| 7010 · Equipment - Other               | 106,027.19   | 170,000.00   | 62.4%       |
| Total 7010 · Equipment                 | 170,141.47   | 170,000.00   | 100.1%      |
| Total 7000 · Land & Building           | 170,141.47   | 170,000.00   | 100.1%      |
| 7020 · Apparatus                       |              |              |             |

LaGrange Fire District  
**Profit & Loss Budget vs. Actual**  
 January through December 2019

|   | Jan - Dec 19        | Budget              | % of Budget   |
|---|---------------------|---------------------|---------------|
| 7021 · Ambulance                                    | 0.00                | 1,384,251.00        | 0.0%          |
| 7020 · Apparatus - Other                            | 1,384,251.00        | 0.00                | 100.0%        |
| <b>Total 7020 · Apparatus</b>                       | <b>1,384,251.00</b> | <b>1,384,251.00</b> | <b>100.0%</b> |
| 7030 · Transfers to Reserves                        |                     |                     |               |
| 7031 · Land & Building Reserve                      | 0.00                | 52,000.00           | 0.0%          |
| 7032 · Apparatus Reserve                            | 0.00                | 510,000.00          | 0.0%          |
| <b>Total 7030 · Transfers to Reserves</b>           | <b>0.00</b>         | <b>562,000.00</b>   | <b>0.0%</b>   |
| 2 · Capital & Equipment - Other                     | 367.25              |                     |               |
| <b>Total 2 · Capital &amp; Equipment</b>            | <b>1,554,759.72</b> | <b>2,116,251.00</b> | <b>73.5%</b>  |
| 3 · Contractual & Other Expenses                    |                     |                     |               |
| 5000 · Blanket Accident Ins.                        |                     |                     |               |
| 5100 · Insurance                                    |                     |                     |               |
| 5140 · Blanket Accident/Health                      | 10,332.00           |                     |               |
| 5100 · Insurance - Other                            | 84,159.11           |                     |               |
| <b>Total 5100 · Insurance</b>                       | <b>94,491.11</b>    |                     |               |
| 5000 · Blanket Accident Ins. - Other                | 0.00                | 95,000.00           | 0.0%          |
| <b>Total 5000 · Blanket Accident Ins.</b>           | <b>94,491.11</b>    | <b>95,000.00</b>    | <b>99.5%</b>  |
| 6000 · Buildings & Ground                           |                     |                     |               |
| 6020 · Fuel   |                     |                     |               |
| 6022 · Fuel Oil-ST1                                 | 2,260.60            |                     |               |
| 6024 · Fuel Oil-ST3                                 | 261.53              |                     |               |
| 6020 · Fuel - Other                                 | 3,492.94            | 15,000.00           | 23.3%         |
| <b>Total 6020 · Fuel</b>                            | <b>6,015.07</b>     | <b>15,000.00</b>    | <b>40.1%</b>  |
| 6030 · Electricity                                  |                     |                     |               |
| 6031 · FH1 Electricity                              | 9,916.84            |                     |               |
| 6032 · FH2 Electricity                              | 18,883.52           |                     |               |
| 6033 · FH3 Electricity                              | 7,270.93            |                     |               |
| 6034 · Mechanics Facility                           | 1,745.85            |                     |               |
| 6036 · Trailer Electric                             | 422.04              |                     |               |
| 6030 · Electricity - Other                          | 10,516.29           | 50,000.00           | 21.0%         |
| <b>Total 6030 · Electricity</b>                     | <b>48,755.47</b>    | <b>50,000.00</b>    | <b>97.5%</b>  |
| 6040 · R & S Buildings and Grounds                  |                     |                     |               |
| 6041 · Garbage Removal                              | 5,212.58            |                     |               |
| 6044 · Boiler ST1                                   | 3,300.00            |                     |               |
| 6045 · Exterminators                                | 1,700.00            |                     |               |
| 6046 · Cleaning service                             |                     |                     |               |
| 6046a · Cleaning Supplies                           | 329.20              |                     |               |
| 6046 · Cleaning service - Other                     | 295.00              |                     |               |
| <b>Total 6046 · Cleaning service</b>                | <b>624.20</b>       |                     |               |
| 6047 · Propane                                      | 4,677.42            |                     |               |
| 6048 · Water-coolers                                | 1,201.50            |                     |               |
| 6050 · Lawn Mowing                                  | 3,319.99            |                     |               |
| 6051 · Town of Lagrange water                       | 522.59              |                     |               |
| 6052 · Mechanics Facility                           | 48,894.36           |                     |               |
| 6054 · Station 1                                    | 1,806.34            |                     |               |
| 6055 · Station 2                                    | 2,993.97            |                     |               |
| 6056 · Station 3                                    | 78,251.98           |                     |               |
| 6040 · R & S Buildings and Grounds - Other          | 244,107.10          | 206,000.00          | 118.5%        |
| <b>Total 6040 · R &amp; S Buildings and Grounds</b> | <b>396,612.03</b>   | <b>206,000.00</b>   | <b>192.5%</b> |
| 6000 · Buildings & Ground - Other                   | 10,079.51           |                     |               |
| <b>Total 6000 · Buildings &amp; Ground</b>          | <b>461,462.08</b>   | <b>271,000.00</b>   | <b>170.3%</b> |
| 6010 · Travel and Training                          |                     |                     |               |

LaGrange Fire District  
Profit & Loss Budget vs. Actual  
January through December 2019

|  | Jan - Dec 19      | Budget            | % of Budget   |
|--|-------------------|-------------------|---------------|
| 6011 · Meal Advances                         | 0.00              |                   |               |
| 6012 · Mileage, Tolls                        | 412.50            |                   |               |
| 6015 · EMS cert and recert                   | 1,134.00          |                   |               |
| 6010 · Travel and Training - Other           | 16,754.42         | 30,000.00         | 55.8%         |
| <b>Total 6010 · Travel and Training</b>      | <b>18,300.92</b>  | <b>30,000.00</b>  | <b>61.0%</b>  |
| 6100 · R & S Apparatus                       |                   |                   |               |
| 6101 · 47-01                                 | 1,242.60          |                   |               |
| 6105 · 47-11                                 | 0.00              |                   |               |
| 6106 · 47-12                                 | 1,245.31          |                   |               |
| 6107 · 47-13                                 | 5,215.86          |                   |               |
| 6109 · 47-31                                 | 336.42            |                   |               |
| 6110 · 47-32                                 | 10,890.37         |                   |               |
| 6111 · 47-55                                 | 19,939.45         |                   |               |
| 6112 · 47-61                                 | 520.00            |                   |               |
| 6113 · 47-62                                 | 2,776.11          |                   |               |
| 6114 · 47-68                                 | 4,167.58          |                   |               |
| 6115 · 47-71                                 | 892.72            |                   |               |
| 6116 · 47-72                                 | 337.50            |                   |               |
| 6118 · 47-89                                 | 580.00            |                   |               |
| 6119 · 47-97                                 | 13.98             |                   |               |
| 6120 · 47-73                                 | 4,478.21          |                   |               |
| 6150 · Shop supplies                         | 3,206.78          |                   |               |
| 6100 · R & S Apparatus - Other               | 73,432.18         | 125,000.00        | 58.7%         |
| <b>Total 6100 · R &amp; S Apparatus</b>      | <b>129,275.07</b> | <b>125,000.00</b> | <b>103.4%</b> |
| 6200 · R & S Equipment                       |                   |                   |               |
| 6202 · Radio Repairs                         | 1,857.50          |                   |               |
| 6200 · R & S Equipment - Other               | 7,666.79          | 20,000.00         | 38.3%         |
| <b>Total 6200 · R &amp; S Equipment</b>      | <b>9,524.29</b>   | <b>20,000.00</b>  | <b>47.6%</b>  |
| 6220 · Gas, Diesel, Oil                      |                   |                   |               |
| 6222 · Unleaded gas                          | 8,101.42          |                   |               |
| 6220 · Gas, Diesel, Oil - Other              | 22,767.15         | 35,000.00         | 65.0%         |
| <b>Total 6220 · Gas, Diesel, Oil</b>         | <b>30,868.57</b>  | <b>35,000.00</b>  | <b>88.2%</b>  |
| 6250 · Telephone                             |                   |                   |               |
| 6252 · Cell Phone                            | 7,849.81          |                   |               |
| 6256 · Internet Service                      | 5,942.82          |                   |               |
| 6258 · telephone FH1                         | 1,109.81          |                   |               |
| 6250 · Telephone - Other                     | 5,473.16          | 20,000.00         | 27.4%         |
| <b>Total 6250 · Telephone</b>                | <b>20,375.60</b>  | <b>20,000.00</b>  | <b>101.9%</b> |
| 6310 · Elections Expense                     | 300.00            |                   |               |
| 6330 · Office Supplies, Postage              |                   |                   |               |
| 6320 · Other                                 |                   |                   |               |
| 6324 · Chargebacks                           | 1,193.24          |                   |               |
| 6320 · Other - Other                         | 1,173.93          |                   |               |
| <b>Total 6320 · Other</b>                    | <b>2,367.17</b>   |                   |               |
| 6332 · Office Equipment                      | 1,448.23          |                   |               |
| 6330 · Office Supplies, Postage - Other      | 2,538.91          | 10,000.00         | 25.4%         |
| <b>Total 6330 · Office Supplies, Postage</b> | <b>6,354.31</b>   | <b>10,000.00</b>  | <b>63.5%</b>  |
| 6350 · Association Dues                      | 2,622.50          | 3,000.00          | 87.4%         |
| 6360 · Uniforms, Badges                      | 5,912.62          | 15,000.00         | 39.4%         |
| 6380 · Awards                                | 235.00            | 200.00            | 117.5%        |
| 6400 · Public Events                         |                   |                   |               |
| 6402 · Fire Prevention                       | 500.00            |                   |               |
| 6404 · Safety Day                            | 6,930.26          |                   |               |
| 6406 · EMS Public Training                   | -50.00            |                   |               |
| 6400 · Public Events - Other                 | 924.00            | 16,000.00         | 5.8%          |



LaGrange Fire District  
Profit & Loss Budget vs. Actual  
January through December 2019

|  | Jan - Dec 19 | Budget        | % of Budget |
|--|--------------|---------------|-------------|
| Total 6400 · Public Events               | 8,304.26     | 16,000.00     | 51.9%       |
| 6420 · Publications of Notice            | 529.78       | 750.00        | 70.6%       |
| 6430 · Maint Fire Alarm Systems          | 1,297.00     | 2,000.00      | 64.9%       |
| 6500 · Professional Services             |              |               |             |
| 6510 · ADP Payroll Fees                  | 9,588.34     | 10,000.00     | 95.9%       |
| 6511 · Legal                             | 67,436.60    | 70,000.00     | 96.3%       |
| 6512 · Audit                             | 8,000.00     | 15,000.00     | 53.3%       |
| Total 6500 · Professional Services       | 85,024.94    | 95,000.00     | 89.5%       |
| 6520 · IT Services                       | 16,310.30    | 35,000.00     | 46.6%       |
| 6540 · Physical exams                    | 32,919.00    | 35,000.00     | 94.1%       |
| 6560 · Miscellaneous                     | 4,959.34     | 4,000.00      | 124.0%      |
| 6590 · Records Mgt                       | 200.00       |               |             |
| 6600 · Expendable Supplies               |              |               |             |
| 6602 · Expendable Medical Supplies       | 24,206.00    |               |             |
| 6606 · Oxygen                            | 1,252.71     |               |             |
| 6600 · Expendable Supplies - Other       | 9,707.52     | 40,000.00     | 24.3%       |
| Total 6600 · Expendable Supplies         | 35,166.23    | 40,000.00     | 87.9%       |
| 6700 · Service Charge                    | -5.64        | 250.00        | -2.3%       |
| 6705 · Late Fees                         | 10.00        |               |             |
| 6999 · Uncategorized Expenses            | 854.62       | 1,000.00      | 85.5%       |
| 3 · Contractual & Other Expenses - Other | 13,373.70    |               |             |
| Total 3 · Contractual & Other Expenses   | 978,665.60   | 853,200.00    | 114.7%      |
| 4 · Benefits                             |              |               |             |
| 6270 · Life Ins.Career                   | 11,763.15    | 16,000.00     | 73.5%       |
| 6280 · Life Insurance Volunteers         | 19,449.04    | 8,000.00      | 243.1%      |
| 7120 · Dental Ins Career                 | 72,386.36    | 67,320.00     | 107.5%      |
| 7130 · Vision Ins.-Career                | 10,916.03    | 11,880.00     | 91.9%       |
| 7140 · Hospitalization                   | 939,223.89   | 997,200.00    | 94.2%       |
| 7150 · Employee Benefits Medical         | 0.00         | 7,500.00      | 0.0%        |
| 7210 · MTA                               | 9,399.66     | 11,915.00     | 78.9%       |
| 7500 · State Retirement System           |              |               |             |
| 7520 · Retirement                        | 845,258.75   |               |             |
| 7500 · State Retirement System - Other   | 0.00         | 697,555.00    | 0.0%        |
| Total 7500 · State Retirement System     | 845,258.75   | 697,555.00    | 121.2%      |
| 7600 · Service Awards                    |              |               |             |
| 7610 · Service Award Program             | 66,337.00    |               |             |
| 7600 · Service Awards - Other            | 0.00         | 70,000.00     | 0.0%        |
| Total 7600 · Service Awards              | 66,337.00    | 70,000.00     | 94.8%       |
| 7700 · Social Security                   |              |               |             |
| 7718 · Social Security/Medicare          | 235,466.73   |               |             |
| 7700 · Social Security - Other           | 0.00         | 268,094.00    | 0.0%        |
| Total 7700 · Social Security             | 235,466.73   | 268,094.00    | 87.8%       |
| 7800 · Workers Comp/VFBL                 |              |               |             |
| 7810 · Workers Compensation              | 388,991.81   |               |             |
| 7800 · Workers Comp/VFBL - Other         | 0.00         | 325,000.00    | 0.0%        |
| Total 7800 · Workers Comp/VFBL           | 388,991.81   | 325,000.00    | 119.7%      |
| 4 · Benefits - Other                     | 1,592.24     |               |             |
| Total 4 · Benefits                       | 2,600,784.66 | 2,480,464.00  | 104.9%      |
| Total Expense                            | 8,575,312.70 | 8,954,415.00  | 95.8%       |
| Net Ordinary Income                      | -994,909.94  | -1,384,251.00 | 71.9%       |
| Net Income                               | -994,909.94  | -1,384,251.00 | 71.9%       |

**PRELIMINARY**  
**Statement of Revenues and Expenditures**  
YTD December 31, 2019

LaGrange Fire District  
Profit & Loss  
January through December 2019

|  | Jan - Dec 19 | Jan - Dec 18 |
|--|--------------|--------------|
| Ordinary Income/Expense                |              |              |
| Income                                 |              |              |
| 1001 · Real Property Taxes             | 7,362,164.00 | 6,416,808.00 |
| 2401 · Interest and Earnings           |              |              |
| 3222 · Int - Apparatus Reserve         | 5,820.36     | 3,101.86     |
| 3226 · Int - General Fund MM           | 38,401.45    | 9,973.99     |
| 3228 · Int - Land & Build Reserve      | 4,096.55     | 2,008.57     |
| 3230 · Int - Accrued Benefits Reserve  | 668.15       | 728.59       |
| Total 2401 · Interest and Earnings     | 48,986.51    | 15,813.01    |
| 2680 · Insurance Recoveries            | 35,572.91    | 12,055.06    |
| 2701 · Refund of Prior Years' Expense  | 0.00         | 3,437.98     |
| 2705 · Gifts and Donations             | 1,250.00     | 1,225.00     |
| 2770 · Unclassified Income             |              |              |
| 3420 · Research fees                   | 57.80        | 54.96        |
| 2770 · Unclassified Income - Other     | 0.00         | 25.00        |
| Total 2770 · Unclassified Income       | 57.80        | 79.96        |
| 3200 · Investment Income               |              |              |
| 3210 · Dividends - State Insurance Fd  | 102,406.20   | 81,055.39    |
| Total 3200 · Investment Income         | 102,406.20   | 81,055.39    |
| 3389 · State Aid (Grant)               | 0.00         | 15.00        |
| 3500 · Reimbursement Income            |              |              |
| 3510 · Refund Other                    |              |              |
| 3526 · ref oif exp-legal/audit fees    | 0.00         | 1.25         |
| 3510 · Refund Other - Other            | 45.71        | 0.00         |
| Total 3510 · Refund Other              | 45.71        | 1.25         |
| 3514 · Reimbursement - Cablevision Exp | 1,174.05     | 1,859.60     |
| 3522 · DOH Training/Cert Reimbursement | 1,300.00     | 2,600.00     |
| 3524 · Personal Services Reimbursement | 0.00         | 5,667.56     |
| 3570 · EMS Public Training             | 4,050.00     | 700.00       |
| 3500 · Reimbursement Income - Other    | 0.00         | 2,913.00     |
| Total 3500 · Reimbursement Income      | 6,569.76     | 13,741.41    |
| 3528 · Reimb of Wages                  | 13,815.61    | 45,738.62    |
| 3530 · Reimbursement                   | 9,579.97     | 16,149.21    |
| Total Income                           | 7,580,402.76 | 6,606,118.64 |
| Gross Profit                           | 7,580,402.76 | 6,606,118.64 |
| Expense                                |              |              |
| 1 · Personal Services                  |              |              |
| 7310 · Personal Services               | 37,810.19    | 25,555.06    |
| 7322 · Payroll                         |              |              |
| 7324 · GROSS                           |              |              |
| 7400 · OT Overtime Payroll             | 852,589.96   | 787,222.19   |
| 7480 · Fire Fighter Base               | 2,550,702.57 | 2,227,639.89 |
| 7481 · Secretary                       | 0.00         | 46,635.16    |
| 7482 · Administrative Staff            | 0.00         | 3,156.16     |
| 7483 · Treasurer                       | 0.00         | 22,598.48    |
| 7484 · Part Time Cleaners              | 0.00         | 18,414.06    |
| Total 7324 · GROSS                     | 3,403,292.53 | 3,105,665.94 |
| Total 7322 · Payroll                   | 3,403,292.53 | 3,105,665.94 |
| Total 1 · Personal Services            | 3,441,102.72 | 3,131,221.00 |
| 2 · Capital & Equipment                |              |              |
| 7000 · Land & Building                 |              |              |
| 7010 · Equipment                       |              |              |
| 7012 · Personal Protective Gear        | 51,709.80    | 18,166.90    |

# LaGrange Fire District Profit & Loss

January through December 2019

|  | Jan - Dec 19 | Jan - Dec 18 |
|--|--------------|--------------|
| 7014 · PPE Maintenance and Repair          | 2,981.50     | 5,419.23     |
| 7016 · Radios                              | 9,422.98     | 6,357.50     |
| 7010 · Equipment - Other                   | 106,027.19   | 74,505.61    |
| Total 7010 · Equipment                     | 170,141.47   | 104,449.24   |
| 7000 · Land & Building - Other             | 0.00         | 1,157.30     |
| Total 7000 · Land & Building               | 170,141.47   | 105,606.54   |
| 7020 · Apparatus                           |              |              |
| 7021 · Ambulance                           | 0.00         | 243,826.00   |
| 7020 · Apparatus - Other                   | 1,384,251.00 | 174,570.15   |
| Total 7020 · Apparatus                     | 1,384,251.00 | 418,396.15   |
| 2 · Capital & Equipment - Other            | 367.25       | 781.23       |
| Total 2 · Capital & Equipment              | 1,554,759.72 | 524,783.92   |
| 3 · Contractual & Other Expenses           |              |              |
| 5000 · Blanket Accident Ins.               |              |              |
| 5100 · Insurance                           |              |              |
| 5140 · Blanket Accident/Health             | 10,332.00    | 10,332.00    |
| 5100 · Insurance - Other                   | 84,159.11    | 76,629.21    |
| Total 5100 · Insurance                     | 94,491.11    | 86,961.21    |
| Total 5000 · Blanket Accident Ins.         | 94,491.11    | 86,961.21    |
| 6000 · Buildings & Ground                  |              |              |
| 6020 · Fuel                                |              |              |
| 6022 · Fuel Oil-ST1                        | 2,260.60     | 5,600.95     |
| 6024 · Fuel Oil-ST3                        | 261.53       | 7,078.01     |
| 6020 · Fuel - Other                        | 3,492.94     | 0.00         |
| Total 6020 · Fuel                          | 6,015.07     | 12,678.96    |
| 6030 · Electricity                         |              |              |
| 6031 · FH1 Electricity                     | 9,916.84     | 9,712.64     |
| 6032 · FH2 Electricity                     | 18,883.52    | 22,678.27    |
| 6033 · FH3 Electricity                     | 7,270.93     | 8,005.05     |
| 6034 · Mechanics Facility                  | 1,745.85     | 1,780.34     |
| 6036 · Trailer Electric                    | 422.04       | 722.77       |
| 6030 · Electricity - Other                 | 10,516.29    | 2,493.12     |
| Total 6030 · Electricity                   | 48,755.47    | 45,392.19    |
| 6040 · R & S Buildings and Grounds         |              |              |
| 6041 · Garbage Removal                     | 5,212.58     | 4,631.00     |
| 6044 · Boiler ST1                          | 3,300.00     | 6,275.00     |
| 6045 · Exterminators                       | 1,700.00     | 1,700.00     |
| 6046 · Cleaning service                    |              |              |
| 6046a · Cleaning Supplies                  | 329.20       | 0.00         |
| 6046 · Cleaning service - Other            | 295.00       | 0.00         |
| Total 6046 · Cleaning service              | 624.20       | 0.00         |
| 6047 · Propane                             | 4,677.42     | 6,971.42     |
| 6048 · Water-coolers                       | 1,201.50     | 1,197.00     |
| 6050 · Lawn Mowing                         | 3,319.99     | 3,190.00     |
| 6051 · Town of Lagrange water              | 522.59       | 290.88       |
| 6052 · Mechanics Facility                  | 48,894.36    | 48,034.88    |
| 6054 · Station 1                           | 1,806.34     | 13,697.42    |
| 6055 · Station 2                           | 2,993.97     | 84,491.72    |
| 6056 · Station 3                           | 78,251.98    | 8,524.58     |
| 6040 · R & S Buildings and Grounds - Other | 244,107.10   | 129,766.08   |
| Total 6040 · R & S Buildings and Grounds   | 396,612.03   | 308,769.98   |



# LaGrange Fire District Profit & Loss

January through December 2019

|   | Jan - Dec 19 | Jan - Dec 18 |
|---|--------------|--------------|
| 6000 · Buildings & Ground - Other       | 10,079.51    | 21,633.20    |
| Total 6000 · Buildings & Ground         | 461,462.08   | 388,474.33   |
| 6010 · Travel and Training              |              |              |
| 6011 · Meal Advances                    | 0.00         | 278.75       |
| 6012 · Mileage, Tolls                   | 412.50       | 672.18       |
| 6015 · EMS cert and recert              | 1,134.00     | -230.00      |
| 6010 · Travel and Training - Other      | 16,754.42    | 24,466.02    |
| Total 6010 · Travel and Training        | 18,300.92    | 25,186.95    |
| 6100 · R & S Apparatus                  |              |              |
| 6101 · 47-01                            | 1,242.60     | 1,681.67     |
| 6105 · 47-11                            | 0.00         | 543.60       |
| 6106 · 47-12                            | 1,245.31     | 6,844.17     |
| 6107 · 47-13                            | 5,215.86     | 0.00         |
| 6109 · 47-31                            | 336.42       | 135.56       |
| 6110 · 47-32                            | 10,890.37    | 7,055.08     |
| 6111 · 47-55                            | 19,939.45    | 4,459.41     |
| 6112 · 47-61                            | 520.00       | 2,334.86     |
| 6113 · 47-62                            | 2,776.11     | 287.35       |
| 6114 · 47-68                            | 4,167.58     | 0.00         |
| 6115 · 47-71                            | 892.72       | 2,873.96     |
| 6116 · 47-72                            | 337.50       | 24,502.27    |
| 6117 · 47-88                            | 0.00         | 5,102.05     |
| 6118 · 47-89                            | 580.00       | 7,008.91     |
| 6119 · 47-97                            | 13.98        | 2,423.54     |
| 6120 · 47-73                            | 4,478.21     | 189.96       |
| 6121 · 47-02                            | 0.00         | 2,189.23     |
| 6150 · Shop supplies                    | 3,206.78     | 7,141.22     |
| 6100 · R & S Apparatus - Other          | 73,432.18    | 34,242.70    |
| Total 6100 · R & S Apparatus            | 129,275.07   | 109,015.54   |
| 6200 · R & S Equipment                  |              |              |
| 6202 · Radio Repairs                    | 1,857.50     | 0.00         |
| 6200 · R & S Equipment - Other          | 7,666.79     | 9,038.16     |
| Total 6200 · R & S Equipment            | 9,524.29     | 9,038.16     |
| 6220 · Gas, Diesel, Oil                 |              |              |
| 6222 · Unleaded gas                     | 8,101.42     | 8,694.07     |
| 6220 · Gas, Diesel, Oil - Other         | 22,767.15    | 20,796.85    |
| Total 6220 · Gas, Diesel, Oil           | 30,868.57    | 29,490.92    |
| 6250 · Telephone                        |              |              |
| 6252 · Cell Phone                       | 7,849.81     | 4,395.09     |
| 6256 · Internet Service                 | 5,942.82     | 6,121.23     |
| 6258 · telephone FH1                    | 1,109.81     | 1,262.18     |
| 6250 · Telephone - Other                | 5,473.16     | 5,299.40     |
| Total 6250 · Telephone                  | 20,375.60    | 17,077.90    |
| 6310 · Elections Expense                | 300.00       | 250.00       |
| 6330 · Office Supplies, Postage         |              |              |
| 6320 · Other                            |              |              |
| 6324 · Chargebacks                      | 1,193.24     | 2,117.45     |
| 6320 · Other - Other                    | 1,173.93     | 494.23       |
| Total 6320 · Other                      | 2,367.17     | 2,611.68     |
| 6332 · Office Equipment                 | 1,448.23     | 5,482.55     |
| 6330 · Office Supplies, Postage - Other | 2,538.91     | 5,111.42     |
| Total 6330 · Office Supplies, Postage   | 6,354.31     | 13,205.65    |
| 6350 · Association Dues                 | 2,622.50     | 2,199.47     |
| 6360 · Uniforms, Badges                 | 5,912.62     | 11,639.50    |

# LaGrange Fire District Profit & Loss

January through December 2019

|  | Jan - Dec 19 | Jan - Dec 18 |
|--|--------------|--------------|
| 6380 · Awards                            | 235.00       | 180.00       |
| 6400 · Public Events                     |              |              |
| 6402 · Fire Prevention                   | 500.00       | 0.00         |
| 6404 · Safety Day                        | 6,930.26     | 7,057.93     |
| 6406 · EMS Public Training               | -50.00       | 0.00         |
| 6400 · Public Events - Other             | 924.00       | 57.95        |
| Total 6400 · Public Events               | 8,304.26     | 7,115.88     |
| 6420 · Publications of Notice            | 529.78       | 334.50       |
| 6430 · Maint Fire Alarm Systems          | 1,297.00     | 387.00       |
| 6500 · Professional Services             |              |              |
| 6510 · ADP Payroll Fees                  | 9,588.34     | 9,199.47     |
| 6511 · Legal                             | 67,436.60    | 82,997.59    |
| 6512 · Audit                             | 8,000.00     | 4,250.00     |
| 6500 · Professional Services - Other     | 0.00         | 0.00         |
| Total 6500 · Professional Services       | 85,024.94    | 96,447.06    |
| 6520 · IT Services                       | 16,310.30    | 27,271.50    |
| 6540 · Physical exams                    | 32,919.00    | 27,261.00    |
| 6550 · Outside Labor                     | 0.00         | 40.00        |
| 6560 · Miscellaneous                     | 4,959.34     | 4,255.28     |
| 6590 · Records Mgt                       | 200.00       | 0.00         |
| 6600 · Expendable Supplies               |              |              |
| 6602 · Expendable Medical Supplies       | 24,206.00    | 23,120.52    |
| 6606 · Oxygen                            | 1,252.71     | 2,231.94     |
| 6600 · Expendable Supplies - Other       | 9,707.52     | 7,529.42     |
| Total 6600 · Expendable Supplies         | 35,166.23    | 32,881.88    |
| 6700 · Service Charge                    | -5.64        | 56.11        |
| 6705 · Late Fees                         | 10.00        | 148.00       |
| 6999 · Uncategorized Expenses            | 854.62       | 1,042.07     |
| 3 · Contractual & Other Expenses - Other | 13,373.70    | 166.00       |
| Total 3 · Contractual & Other Expenses   | 978,665.60   | 890,125.91   |
| 4 · Benefits                             |              |              |
| 6270 · Life Ins.Career                   | 11,763.15    | 14,318.75    |
| 6280 · Life Insurance Volunteers         | 19,449.04    | 14,198.18    |
| 7120 · Dental Ins Career                 | 72,386.36    | 62,953.84    |
| 7130 · Vision Ins.-Career                | 10,916.03    | 10,750.45    |
| 7140 · Hospitalization                   | 939,223.89   | 858,452.62   |
| 7210 · MTA                               | 9,399.66     | 9,383.84     |
| 7500 · State Retirement System           |              |              |
| 7520 · Retirement                        | 845,258.75   | 639,826.00   |
| Total 7500 · State Retirement System     | 845,258.75   | 639,826.00   |
| 7600 · Service Awards                    |              |              |
| 7610 · Service Award Program             | 66,337.00    | 74,877.00    |
| Total 7600 · Service Awards              | 66,337.00    | 74,877.00    |
| 7700 · Social Security                   |              |              |
| 7718 · Social Security/Medicare          | 235,466.73   | 222,914.65   |
| Total 7700 · Social Security             | 235,466.73   | 222,914.65   |
| 7800 · Workers Comp/VFBL                 |              |              |
| 7810 · Workers Compensation              | 388,991.81   | 290,505.56   |
| Total 7800 · Workers Comp/VFBL           | 388,991.81   | 290,505.56   |
| 4 · Benefits - Other                     | 1,592.24     | 1,685.00     |
| Total 4 · Benefits                       | 2,600,784.66 | 2,199,865.89 |
| Total Expense                            | 8,575,312.70 | 6,745,996.72 |

LaGrange Fire District  
Profit & Loss  
January through December 2019

|                     | Jan - Dec 19 | Jan - Dec 18 |
|---------------------|--------------|--------------|
| Net Ordinary Income | -994,909.94  | -139,878.08  |
| Net Income          | -994,909.94  | -139,878.08  |



# Estimate

| Date     | Estimate # |
|----------|------------|
| 1/6/2020 | 18005      |

26 Racquet Road  
Newburgh, NY 12550  
Phone: 845-565-4860 - Fax: 845-565-4865

## Name / Address

Lagrange Fire Dist.  
504 Freedom Plains Rd  
Poughkeepsie, NY 12603  
Phone: (845) 452-4989

Job Name

Due Date

Rep

Tax Status

STA # 1 BILLINGS

1/6/2020

Paul

| Qty | Description  | Price  | Total   |
|-----|--|--------|---------|
|     | STA # 1 BILLINGS, EST #18005   |        |         |
|     | Push button trim on Glass doors un able to use, door closes too fast |        |         |
|     | replace  |        |         |
| 1   | A/R 3090-01-626 PUSH BUTTON TRIM                                     | 575.65 | 575.65T |
| 1   | COR RUSS CR 1080-114-D1 626 6 PIN HOUSING                            | 108.75 | 108.75T |
| 1   | COR RUSS CR8000 -D1 REM CORE X 626                                   | 47.85  | 47.85T  |
| 1   | Falcon SC81 x Rw/PA x FC x AL (\$214.00 List Price)                  | 102.40 | 102.40T |
| 1   | Installation   | 405.00 | 405.00T |

PLEASE INDICATE TAX STATUS.

We Accept Amex, Mastercard & Visa.

A 5% Surcharge will be added for all Credit Card Purchases.

**Subtotal**

\$1,239.65

**Sales Tax (0.0%)**

\$0.00

**Total**

\$1,239.65



# Estimate

| Date     | Estimate # |
|----------|------------|
| 1/6/2020 | 18007      |

26 Racquet Road  
Newburgh, NY 12550  
Phone: 845-565-4860 - Fax: 845-565-4865

## Name / Address

Lagrange Fire Dist.  
504 Freedom Plains Rd  
Poughkeepsie, NY 12603  
Phone: (845) 452-4989

Job Name

Due Date

Rep

Tax Status

STA #2

1/6/2020

Paul

| Qty | Description                                | Price  | Total   |
|-----|--|--------|---------|
|     | STATION #2 RT 55, EST #18007               |        |         |
|     | BACK DOOR                                  |        |         |
| 1   | SIMPLEX L1021C 26D 41 PUSH BUTTON LOCK RHR | 536.50 | 536.50T |
| 1   | COR RUSS CR8000 -D1 REM CORE X 626         | 47.85  | 47.85T  |
| 1   | 4040XP-72 STD COVER X AL                   | 28.00  | 28.00T  |
|     | SIDE DOOR                                  |        |         |
| 1   | SIMPLEX L1021C 26D 41 PUSH BUTTON LOCK LHR | 536.50 | 536.50T |
| 1   | COR RUSS CR8000 -D1 REM CORE X 626         | 47.85  | 47.85T  |
| 1   | Installation                               | 507.50 | 507.50T |

PLEASE INDICATE TAX STATUS.

We Accept Amex, Mastercard & Visa.

A 5% Surcharge will be added for all Credit Card Purchases.

**Subtotal**

\$1,704.20

**Sales Tax (0.0%)**

\$0.00

**Total**

\$1,704.20



# Estimate

| Date     | Estimate # |
|----------|------------|
| 1/6/2020 | 18006      |

26 Racquet Road  
Newburgh, NY 12550  
Phone: 845-565-4860 - Fax: 845-565-4865

## Name / Address

Lagrange Fire Dist.  
504 Freedom Plains Rd  
Poughkeepsie, NY 12603  
Phone: (845) 452-4989

| Job Name           | Due Date | Rep  | Tax Status |
|--------------------|----------|------|------------|
| STATION # 3 RED... | 1/6/2020 | Paul |            |

| Qty | Description  | Price  | Total   |
|-----|--|--------|---------|
|     | STATION #3 RED OAKS, EST #18006                                      |        |         |
|     | Push button trim on Glass doors un able to use, door closes too fast |        |         |
|     | replace  |        |         |
| 1   | SIMPLEX L1021C 26D 41 PUSH BUTTON LOCK                               | 536.50 | 536.50T |
| 1   | COR RUSS CR8000 -D1 REM CORE X 626                                   | 47.85  | 47.85T  |
|     |  |        |         |
|     | FURNACE ROOM   |        |         |
| 1   | 707 18 A60 3/6 6/8 BL RHR HM DOOR C/L 161 45 1/8"                    | 529.25 | 529.25T |
| 1   | NGP L-700RX X GALV. 24 X 18  | 108.75 | 108.75T |
| 1   | Shop Work DOUBLE MORTISE HINGES FOR WOOD JAMB                        | 0.00   | 0.00T   |
| 3   | McKinney MPB79-NRP (4.5 x 4.5) US26D (List \$16.45)                  | 3.77   | 11.31T  |
| 1   | SIMPLEX L1021C 26D 41 PUSH BUTTON LOCK                               | 536.50 | 536.50T |
| 1   | COR RUSS CR8000 -D1 REM CORE X 626                                   | 47.85  | 47.85T  |
| 1   | NGP 425E (48" x 5" x 1/2") Threshold (\$44.40 List Price)            | 25.75  | 25.75T  |
| 1   | NGP 97V-36 (Sweep) (\$8.19 List Price)                               | 4.74   | 4.74T   |
| 1   | Installation   | 725.00 | 725.00T |

PLEASE INDICATE TAX STATUS.

We Accept Amex, Mastercard & Visa.  
A 5% Surcharge will be added for all Credit Card Purchases.

|                         |            |
|-------------------------|------------|
| <b>Subtotal</b>         | \$2,573.50 |
| <b>Sales Tax (0.0%)</b> | \$0.00     |
| <b>Total</b>            | \$2,573.50 |



## New York State Volunteer Firefighter Cancer Benefit Program Proposal for Coverage

Effective Date: January 1, 2020

Anniversary Date: January 1

Fire Entity Name: LaGrange Fire District

Insurer: Hartford Life and Accident Insurance Company

The NYS Volunteer Cancer Benefit Program offers two plans. One plan offers coverage for specific severe and less severe cancers listed in GML 205-CC. The second plan offers coverage for **all types** of severe and less severe forms of cancer.

There are two coverage components for both plans required by GML 205 - CC effective :

- 1) Lump Sum Cancer Benefit and Death Benefit
- 2) Long-Term Disability

Estimated annual premiums are based on the Eligible Firefighter roster data provided by the fire entity or municipality.

### Option 1: Basic Plan

| Component 1: Lump Sum Cancer Benefit and Death Benefit |                                       |
|--|---------------------------------------|
| Monthly Rate per firefighter:                          | \$9.875                               |
| Maximum Benefit per diagnosis:                         | \$6,250 (less severe forms of cancer) |
|  | \$25,000 (severe forms of cancer)     |
| Death Benefit per firefighter:                         | \$50,000                              |
| Component 2: Long-Term Disability                      |                                       |
| Monthly Rate per firefighter:                          | \$3.122                               |
| Monthly Benefit per firefighter:                       | \$1,500                               |

|   |            |
|---|------------|
| Option 1 Estimated Annual Premium for Firefighters: | \$1,559.60 |
|---|------------|

### Option 2: Enhanced (Supplemental) Plan

| Component 1: Lump Sum Cancer Benefit and Death Benefit |                                       |
|--|---------------------------------------|
| Monthly Rate per firefighter:                          | \$12.951                              |
| Maximum Benefit per diagnosis:                         | \$6,250 (less severe forms of cancer) |
|  | \$25,000 (severe forms of cancer)     |
| Death Benefit per firefighter:                         | \$50,000                              |
| Component 2: Long-Term Disability                      |                                       |
| Monthly Rate per firefighter:                          | \$3.635                               |
| Monthly Benefit per firefighter:                       | \$1,500                               |

|   |            |
|---|------------|
| Option 2 Estimated Annual Premium for Firefighters: | \$1,990.30 |
|---|------------|

This proposal is valid for 30 days after proposal is issued or until the effective date, whichever is later.  
This overview is not a part of the policy(ies) and does not provide or explain all provisions of the policy(ies).

1/10/2020



Received Date

# Standard Work Day and Reporting Resolution for Elected and Appointed Officials

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

Employer Location Code  
 5 1 1 3 7

RS 2417-A

(Rev.09/18)

BE IT RESOLVED, that the LaGrange Fire District / 51137 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

(Name of Employer)  
 (Location Code)

| Title:                      | Standard Work Day:<br>(Hrs/day)<br>Min. 6 hrs<br>Max. 8 hrs | Name:<br>(First and Last) | Social Security Number:<br>(Last 4 digits) | NYSLRS ID: | Tier 1<br>(Check only if member is Tier 1) | Current Term<br>Begin & End Dates:<br>(mm/dd/yy-mm/dd/yy) | Record of Activities<br>Result:* | Not Submitted:<br>(Check only if official did not submit their Record of Activities) |
|-----------------------------|---|---------------------------|--|------------|--|---|----------------------------------|--|
| <b>Elected Officials:</b>   |   |                           |  |            |  |   |                                  |  |
|                             |   |                           |  |            | <input type="checkbox"/>                   |   |                                  | <input type="checkbox"/>   |
|                             |   |                           |  |            | <input type="checkbox"/>                   |   |                                  | <input type="checkbox"/>   |
|                             |   |                           |  |            | <input type="checkbox"/>                   |   |                                  | <input type="checkbox"/>   |
| <b>Appointed Officials:</b> |   |                           |  |            |  |   |                                  |  |
| Treasurer                   | 8   | Mark Pozniak              |  |            | <input type="checkbox"/>                   | 01/01/2020 - 12/31/2020                                   | 2.5 days                         | <input type="checkbox"/>   |
|                             |   |                           |  |            | <input type="checkbox"/>                   |   |                                  | <input type="checkbox"/>   |
|                             |   |                           |  |            | <input type="checkbox"/>                   |   |                                  | <input type="checkbox"/>   |



## PROPOSAL

DATE: 1/13/2020

TO: LaGrange Fire District

CC: Marc Komorsky [apogee60@yahoo.com](mailto:apogee60@yahoo.com)  
Bria Le secretary@lagrangefireny.us

FROM: REDEMPTION MECHANICAL, INC  
STEPHEN TURNER (PRESIDENT)  
845-531-9332 [RMI316@OUTLOOK.COM](mailto:RMI316@OUTLOOK.COM)

RE: Heating System Services

SCOPE OF WORK: Performs full service of heating systems at all stations (excluding station 3 which has new boiler)

Station 1: 2 Oil fired hot water boilers.  
1 Oil fired Water heater

Station 2: 2 Gas fired Hot water boilers (condensing high efficiency)  
2 Gas fired Roof Top Units  
1 Gas fired Water heater

Service shall include a full inspection, brush and vacuum of heat exchangers as necessary, filter change as necessary, test and adjustment of gas and oil pressure as necessary, purge of hydronic zones as necessary. A full test of all electrical components of associated systems and circuits. Test and adjustment of feed water systems to boilers, all circulators, blowers, vents, and dampers associated with systems. Flush and cleaning of water heaters. Test and adjustments of all systems safeties and limit controls. Full analysis and preventative maintenance to all system components.

MISCELLANEOUS: This covers preventative maintenance and servicing as described and does not include additional parts or labor beyond scope of work. Any questionable items shall be noted in final report after servicing is complete with recommended repairs if any are found.

TOTAL COST: \$2850.00 service and preventative maintenance only

Additional Service Agreement: Covers all systems and all stations (21 systems total)- Includes 2 scheduled preventative maintenance visits of every heating and cooling and hot water system. No Emergency or after hours call charges, 10% discount on all parts and labor for repairs and replacements, no diagnostic charges.

Cost of Service Agreement: \$9450.00

PAYMENT TERMS: In accordance with standard payment and meeting schedule