

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
June 20, 2022

Present: Commissioner Ross Thornhill
Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Suzanne Pohl
District Treasurer Jeffrey Prescott
District Secretary Lindsay Abel
Chief Clem Schimikowski
1st Assistant Chief Nick Abel
2nd Assistant Chief Mike Meier
President Sage Baltrusaitis
Firefighter Kevin Kea

The Board of Commissioners meeting was called to order by Commissioner Thornhill at 7:00 pm followed by the Pledge of Allegiance to the Flag. There were ten people present.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and was unanimously approved to appoint Commissioner Pohl the chair for the evening.

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson and unanimously approved to approve the minutes of the May 16, 2022 Board meeting.

Chief's Report: Chief Schimikowski

Chief Schimikowski asked the board for the criteria that needs to be met by any firefighter in order to be eligible to attend a training that would be paid for by the District. Commissioner Thornhill referred to the current "Requirements for Attending Training Courses" policy. The policy currently reads that any firefighter looking to attend a training course to be paid for by the District would need to have made 10% of calls from the previous year, as well as the current year. If any firefighter wishes to attend a training course and does not meet these criteria, they are welcome to present themselves in front of the Board.

All but 3 physicals had been completed since the May meeting, 1 has been completed since, and 2 are still outstanding.

Fit testing for SCBA masks and N95 masks were completed on 6/15, 13 people are still outstanding.

Firefighter Rick Giminelli was moved to life inactive status.

1 background check is pending currently.

There should be 1 application coming in soon.

Lieutenant Shawn Primett is getting deployed next month.

President's Report- President Baltrusaitis

There are currently 2 potential new members.

There has been much progress completed on the Pavilion with more to come. Kevin Kea has been holding weekly work details cleaning it up. There is 1 member on the schedule to use it for a party in July.

Treasurer's Report: Treasurer Prescott

This was the last year of the 5 year audit. The District Treasurer is looking for proposals for the next 5 year audit.

There needs to be a resolution to change Lindsay Abel's title from "Deputy District Secretary" to "District Secretary" for the NYS Retirement System.

A new invoice from LOSAP was received.

The sales tax check was received.

There is an add on to Gibby's for the excess cost for the fit testing.

The District Treasurer asked the Board if they wanted to pay tolls by mail or purchase an EZ pass after receiving a EZ pass bill. Paying tolls by mail would add fees to the toll, while an EZ pass wouldn't. If the Board did decide to purchase an EZ there would need to be a credit card on file.

There is \$4,510 of excess funds that the District Treasurer recommends transferring to a reserve fund.

Correspondence

The Board received an email from Commissioner Costello informing the Board of his resignation effective Sunday June 19, 2022.

An email was received from Sage Baltrusaitis asking the Board to revisit the building mask policy.

Committee Reports

Buildings & Grounds: Commissioner Larson

The fitness room is in progress. The company completing the floors will be in on 6/30.

The security cameras were installed and a training was held. Another computer was able to be added to the security system. Access was added to the District Administrator's computer was added, with her computer being added, she can now unlock the back door from her office.

The sealcoating in the parking lot was completed.

Thank you to Schenectady County for the manpower and paint.

DiMartino Builders LLC will be here in September.

Thank you to the Ladies Auxillary for planting flowers.

The sprinklers will be inspected on Friday.

Kulaks will be here to fix the up-lighting in the front of the building.

Apex Sewer & Drain Cleaning fixed the outdoor faucet and the decontamination room sink. They said that the foot pedal is on its way out. It was deciding to fix it rather than wait for it to stop working. The fix could be anywhere from \$150-\$500. The faucet works, it just drips.

Commissioners Larson and Thornhill are looking into purchasing a pallet jack, they are still researching.

Commissioner Larson provided figures for replacing the Rec Room, meeting room, and maintenance closet doors:

Lead time- 16 weeks

Materials- \$8,200

Installation- 2 days

Total cost- \$11,350

After discussion amongst the Board, it was decided to table the issue for now.

Equipment- covered under Chief's report

Finance- No Report

Medical: Commissioner Pohl- No Report

Legal: Commissioner Pohl- No Report

Budget- Commissioner Pohl- No Report

Accident Review Board-

Met, and provided report.

Computer: Commissioner Thornhill

A new Solid State Hard Drive was installed in the officer's room.

Personnel: Commissioner Larson- No Report

Policies: Commissioner Thornhill- No Report

Apparatus: covered under Chief's report

LOSAP: Commissioner Pohl

The 2022 evaluation report was received with a balance of \$22,000+, but most was already paid, we actually owe around \$500.

Legislative: Commissioner Kaczynski- no report

Consolidation: Commissioner Pohl – no report

Use of Station: Commissioner Larson

Commissioner Thornhill sent all of the election information to the Administrator for the election on June 28th.

Old Business

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski, and unanimously approved to modify the mask policy to coincide with current CDC guidelines. Doing so allows us to be mask optional, and provide guidelines should someone be exposed.

Chief Schimikowski requested that the Board member sent notice out to the membership.

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski, to move \$4,110 from the 2021 excess unrestricted fund balance to the building reserve fund.

New Business

Kevin Kea asked the board if the company decided to rent the pavilion to the public, how would they go about the necessary use of the building (restroom) should there be a party held while the pavilion bathroom is under construction.

The District Treasurer received complaints about Spectrum Cable not working, they will be here 6/21 to service.

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski, and unanimously approved to approve the payment of our deductible to move forward with the repair of 2321 to come out A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski, and unanimously approved to purchase 1 EZ pass plan.

A motion for Resolution was made by Commissioner Thornhill, seconded by Commissioner Gapczynski, to amend the 2022 Budget as follows:

Increase	A3410.440	Training		
	SubAccount	A3410.441	Seminars and Membership	<u>7.00</u>
Decrease	A3410.440	Training		
	SubAccount	A3410.444	Membership Dues	<u>7.00</u>

To provide funding for toll cost for Montour Falls Class.

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski, and unanimously approved to approve the June 20, 2022 Abstract #6 totaling \$29,136.59.

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski, and unanimously approved to approve \$504 to Gibby's Professional Fit Testing LLC for the SCBA fit testing to come out of A3410.202 SCBA Test/ Repair.

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski, and unanimously approved to approve \$812 to Gibby's Professional Fit Testing LLC for the N95 fit testing to come out of A3410.214 Federal ARPA Expenses.

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski, and unanimously approved to approve the Treasurer's Report.

A motion was made by Commissioner Thornhill, seconded by Commissioner Pohl, and unanimously approved to approve \$864 for hoses and fittings to come out of A3410.201 Hose/Nozzle.

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski, and unanimously approved to approve \$449 for airbag case and cylinder mat to come out A3410.207 Rescue Equipment.

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski, and unanimously approved to approve \$306 for work gloves, safety glasses and gear name tags to come out of A3410.203 Protective Clothing.

A motion was made by Commissioner Thornhill, seconded by Commissioner Pohl, and unanimously approved to approve \$212 for safety vests and traffic safety barricades to come out of A3410.208 Safety Equipment.

Commissioner Thornhill made the board aware that past Commissioner Costello's key fob, ipad, and email account will be deactivated.

A motion was made by Commissioner Gapczynski, seconded by Commissioner Thornhill, and unanimously approved at 9:09pm to enter into executive session to discuss the employment history of particular people or matters leading to the demotion, discipline, suspension, dismissal, or removal or any person pursuant to Public Officers Law 105(1)(f).

A motion was made by Commissioner Gapczynski, seconded by Commissioner Thornhill, and unanimously approved to return to regular session at 9:32pm.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson, and unanimously approved to approve the standard work hours of District Secretary Lindsay Abel as 1.56 days.

A motion was made by Commissioner Thornhill and seconded by Commissioner Gapczynski to adjourn at 9:37pm.

Respectfully Submitted,

Lindsay Abel
District Secretary