EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
August 15, 2022

Present: Commissioner Ross Thornhill
Commissioner Suzanne Pohl
Commissioner Doug Bradt
District Treasurer Jeffrey Prescott
District Secretary Lindsay Abel
1st Assistant Chief Nick Abel
Firefighter Kevin Kea
President Sage Baltrusaitis

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 eight people present.

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

A motion was made by Commissioner Thornhill and seconded by Commissioner Bradt and unanimously approved to approve the amended minutes of the July 18, 2022 Board meeting.

Chief's Report: 1st Assistant Chief Abel

The Air Conditioning tech from Vander Molen was here this past week, the AC on E2325 needs a new housing, AC Abel is obtaining prices, and will have them next month.

The annual hose testing took place, 2 lengths of hose failed, prices will be obtained.

Various items are on the agenda to be approved proactively for the upcoming months.

There are 2 members interested in taking the NYS EMT class this fall. The class is $900 per student, totaling $1,800.

Commissioner Thornhill asked if these members are eligible per the current policy in place, AC Abel will follow up with AC Meier.

President's Report- President Baltrusaitis

President Baltrusaitis made the board aware of upcoming company events.

New member Robert Cummings will be sworn in at drill on August 16, 2022.

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Kevin Kea asked of the reimbursement for training classes, Commissioner Thornhill made him aware that reimbursement for class admission will be paid upon completion of the class.

Kevin Kea asked the board if there was interest in purchasing new letters for the sign out front. A quote was obtained for 2 sets of letters and 1 set of punctuation for $280.

Treasurer's Report: Treasurer Prescott

The report was sent out on Thursday August 11, 2022.

LOSAP changed their software and only sent a partial statement, the treasurer requested the complete statement.

The next set of Treasury Bills will be maturing next month, the treasurer plans to roll all those monies to NY Class for the current 1.7% interest rate.

The Treasurer is asking to move money to the truck repair line to supplement from the cost of repairing ER2321, to be replaced once the money from the insurance claim is received.

3 bids were received for the next 5-year audit contract:

Bryans & Gramuglia
BST & Co CPAs
EFPRA Group CPAs

Correspondence:

A letter was received from Geri Briggs giving thanks for allowing their use of the station, as well as a $200 donation.

Committee Reports:

Buildings & Grounds: Commissioner Larson

The permit for the drain system that had been in the process of being revised is complete. We are only obligated to the annual testing (TRC). The new permit has been received. Commissioner Thornhill read the parameters of the permit aloud.

Informative Home Inspecition & Informative Project Solution provied a quote of $285 to repair the plastic at the base of the board room chairs.

MJ Engineering provided an HVAC access plan. Further discussion will be held during a work session regarding the specifics of the job. The payment for the entire job will be one lump sum fee.

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After his discussion with Schenectady County, Commissioner Thornhill made the Board aware that in order to use the County resources, County Coordinator Scott Pike will be contacted as there is not currently a County Manager. A list is being provided to the County with the work that is needed.

Voting will be taking place at the firehouse on Wednesday August 17th.

The Linstar proposal will be addressed during the upcoming special meeting.

Equipment: Covered under Chief's report.

Finance & Budget: Commissioner Pohl

Commissioner Pohl and Larson, and the District Treasurer met on August 1st to discuss the 2023 budget.

It is planned to have the budget out before the September meeting.

Medical: Commissioner Pohl- No Report

Legal and Insurance: Commissioner Pohl

The bill will be sent to the insurance company to account for the additional costs that were not on the estimate.

Bill Young sent a letter informing the board that he intends to continue to represent the Fire District and asked the Board to sign the retainer agreement and return. After some discussion the Board decided to table this for now.

Computer: Commissioner Thornhill

There were recent issues with printing. Commissioner Thornhill made adjustments and the printers are working.

Commissioner Thornhill adjusted back ups.

Commissioner Thornhill made the board aware that it may be a good idea to replace the officer room computers.

Assistant Chief Abel asked if it would be possible to get Microsoft Office on the radio room computer.

Personnel: Commissioner Larson- No report

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A motion was made by Commissioner Thornhill, seconded by Commssioner Bradt to enter into executive session at 7:59pm to discuss the employment history of particular people or matters leading to the demotion, discipline, suspension, dismissal, or removal of any person pursuant to Public Officers Law 105(1)(f).

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt to return to regular session at 8:29pm.

Policies: Commissioner Thornhill

A workshop will be held.

Apparatus: Covered under Chief's report.

Accident Review Board: Commissioner Thornhill – No Report

LOSAP: Commissioner Pohl

Treasurer Prescott made the board aware that LOSAP must have changed their software and sent a different statement that was lacking information. Treasurer Prescott requested that they send the full statement.

Legislative: Commissioner Gapczynski- No Report

Consolidation: Commissioner Pohl- No Report

Use of Station: Commissioner Larson

The station will be in use Sunday the 21st.

Old Business

There will be a sepcial meeting to discuss the Linstar proposal. The quote is good until September 6th.

New Business

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt, and approved to approve $150 to the New York State Fire Districts Association for Commissioner Bradt to take the Commissioner training to be taken from A3410.463 Conventions/Memberships

A motion was made Commissioner Pohl, seconded by Commissioner Bradt and approved to approve $285 to Informative Home Inspections & Informative Project Solutions to repair the chairs in the board room to be taken out of A3410.401 Grounds and Buildings.

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A motion was made by Commissioner Pohl, seconded by Commissioner Thornhill, and approved to approve $285 to AJ Sign for 2 100pc sets of sign lettes and 1 50pc set of sign punctuation to be taken out of A3410.211 Retention.

Commissioner Pohl made the Board aware that Bill VanGorder recommended someone for legal council. She is in the provess of finding someone with knowledge of the fire service as the board is considering going in a different direction in terms of legal council.

A motion for resolution was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to amend the 2022 Budget as follows:

Increase	A3410.200	Purchase Trucks & Equipment	
	SubAccount	A3410.201 Hoses & Nozzles	28.00
Decrease	A3410.200	Purchase Trucks & Equipment	
	SubAccount	A3410.204	28.00

To provide funding for higher than expected costs for the annual Hose Testing.

Increase	A3410.440	Training	
	SubAccount	A3410.441	77.00
Decrease	A3410.190	Contingency	77.00

To provide funding for 1 CPR card fee & Add'l Probie Manual Supplies.

Increase	A3410.420	Truck Repairs & Maintenance	
	SubAccount	A3410.422 Truck Repairs	3,753.00
Decrease	A3410.190	Contingency	3,753.00

To provide funding for 2Q2022 Highway Garage Vehicle Maintenance, Combitool Repair and annual ladder and pump testing, pending receipt of ER-2321 Insurance.

A motion was made by Commissoner Thornhill, seconded by Commissioner Pohl and approved to approve the Treasurers Report.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve $693 for 10 pairs of gloves to come out of A3410.203 Protective Clothing.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve 12 pairs of EMS pants totaling $396 to come out of A3410.203 Protective Clothing.

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A motion for resolution was made by Commissioner Thornhill seconded by Commissioner Bradt to amend the 2022 budget as follows.

Decrease	A3410.207	Rescue Equipment	$1800
Increase	A3410.441	Seminars & Memberships	$1800

To provide funding for the EMT class tuition for 2 students.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve $900 for the EMT class tuition to come out of A3410.441 Seminars and Membership.

A motion was made by Commissioner Thornhill, seconded by Commssioner Bradt to enter into executive session at 9:03om to discuss the employment history of particular people or matters leading to the demotion, discipline, suspension, dismissal, or removal of any person pursuant to Public Officers Law 105(1)(f).

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt to return to regular session at 9:22pm.

Alternative options have been discussed for the other individual and will be relayed.

A motion was made by Commissioner Bradt, seconded by Commssioner Thornhill and approve to adjourn at 9:30pm

Respectfully Submitted,

Lindsay Abel
District Secretary

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