

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSONERS MEETING
September 20, 2021

Present: Commissioner Ross Thornhill
Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Suzanne Pohl
Commissioner Dave Costello
Treasurer Jeffrey Prescott
Secretary Elaine Erckman
Deputy Secretary Lindsey Abel
Chief Clem Schimikowski
1st Assistant Chief Michael Boisclair
2nd Assistant Chief Nick Abel
President John Labrie
Lieutenant Mike Meier
Lenae Pohl

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

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl to approve the amended minutes of the August 16, 2021 Board meeting. Commissioner Costello, Commissioner Thornhill, Commissioner Pohl and Commissioner Larson voted yes. Commissioner Gapczynski abstained.

Chief's report: Clem Schimikowski

Chief Schimikowski extended a thank you to the Ladies Auxiliary for all they do for the firefighters especially during the recent fire call at 9 Park Lane. His exact words were "they are our rehab team."

Lenae Pohl from the EGFD Ladies Auxiliary explained to the three Chiefs and the Board the procedure to follow if Code 7 is requested at an emergency call. A list of auxiliary members on the Code 7 committee are posted in the radio room next to the phone. When the Chief or officer requests a Code 7, the person maintaining the radio room calls the first person on the list that will respond and the person activates the rest of the committee.

President's report: John Labrie

Wesley Giaminelli has requested inactive life membership as of September 13, 2021.

Richard Carr has resigned from East Glenville Fire Company as of September 15, 2021.

William Lamb has been on medical leave of absence for over a year and therefore must resign per the company by-laws as of September 18, 2021.

Nickolaus Wilson has submitted his application for membership to the Board for approval.

Lindsey Abel is waiting for the background check to be received in order to complete her membership application.

The company and the ladies' auxiliary are working together to have the flower pots ready for the front of the firehouse by Open House.

Treasurer's Report: – Jeffrey Prescott

Communications – no report

Committee Reports

Buildings & Grounds – Commissioner Larson

The East Glenville Fire District was not awarded a grant for a security system, but the application is pending as there are more grants available.

The district is still waiting for a pump for the septic system. Big Willy's has been called to pump the tank.

Rainbow Sprinklers has been contacted to shut off the sprinkler system for the winter.

Mr. Help will be at the fire station on September 23, 24 and 25 to clean the floors.

Capital Masonry completed the removal of the tile floor in the ladies' restroom and Performance Industrial is scheduled to put the epoxy floor.

The fire hydrant in front of the fire station has a fresh coat of paint thanks to Lt. Shawn Primett.

All Doors inspected the doors at the fire station and found that one of the overhead doors needs a ball bearing, another a gasket and three small doors need to have the frame replaced. As of this date he has not presented a quote.

Johnson Controls is waiting for a new control to replace a defective one in the HVAC system. It was the decision of the Board to make a partial payment to Johnson Controls in the amount of fifty thousand (\$50,000) with the remaining seven thousand three hundred fifty (\$7,350) payable when the job is complete. 2

Garbage fees were sought in order to compare pricing. Three quotes were received as follows:

	Dumpster Price	Recycle Bin	Total	
County Waste (current)	\$143.60	\$15.36	\$158.96	Every 2 weeks
Casella	52.00	10.00	62.00	Every 2 weeks
Waste Management	309.96	114.07	424.03	Monthly
Advantage & Twin Bridges – do not service this area				

Commissioner Larson has asked the Board for permission to order a pallet of ice melt from Hillyard at a cost of \$688.64 or from Tractor Supply at a cost of \$787.20.

Commissioner Larson requested that a list of items in the garage that are no longer useful be submitted to the auction company.

The bids for snowplowing & salting for the upcoming winter season of 2021-2022 will be received at the fire station on October 18, 2021. A legal notice will be placed in the Daily Gazette. The request for bids will be placed on the district's website and the signboard in front of the fire station.

Looking toward the future, Pinnacle Roofing, Ultimate Roofing and S & G Roofing have been contacted for quotes to replace the roof on the fire station. The present roof was installed October 14, 2005.

There is a building adjacent to the district property that could be available to purchase if the district believes they need more space. It could be used for storage and/or office space.

The program of physical fitness will be presented to the company firefighters. They will be reimbursed for the \$10 monthly fee until the end of the year and the initiation fee will be waived. The fitness room is still available at the fire station.

Equipment – Commissioner Costello – covered on the Chief's Report

Finance & Budget – Commissioner Pohl

The Proposed Budget for the year 2022 must be approved.

Medical – Commissioner Pohl - none

Legal & Insurance – Commissioner Pohl - none

Computer – Commissioner Thornhill

A new recorder has been received for the use of the district secretary.

Personnel – Commissioner Larson – no report

Policies – Commissioner Thornhill – no report

Apparatus – Commissioner Costello – no report

Use of Station – Commissioner Larson

The Schenectady County Board of Elections will be using the meeting room for the elections to be held on Tuesday, November 2, 2021.

Accident Review Board – Commissioner Thornhill

Commissioner Thornhill reported an incident with 239 while it was at the Town of Glenville garage. Some damage to the rear door occurred. The Town will cover the cost to repair the damage.

Unfinished Business

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson to approve the bid of Casella Waste Systems to pick up garbage at the fire station at a cost of \$52 for the dumpster and \$10 for the recycle bin for a total cost of \$62 to be picked up every two weeks to be taken from account A3410.403 Floors & Rubbish.

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson and approved to allow the firefighters to join a physical fitness program to the end of this calendar year. Each member is required to use physical fitness four times a month at a cost of \$10 a month.

A motion was made by Commissioner Thornhill and seconded by Commissioner Gapczynski to pay Johnson Controls fifty thousand dollars (\$50,000) for the installation of the HVAC system with a payment of seven thousand three hundred fifty (\$7,350) to be charged to the Building Reserve Fund.

New Business

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello and approved to purchase a pallet of 50-pound bags of salt from Hillyard at a cost of \$668.64 from account A3410.401 Buildings & Grounds.

A motion was made by Commissioner Costello and seconded by Commissioner Thornhill to approve the amended snowplow specifications for the season of 2021-2022.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill to allow the district secretary to place a legal notice in the Daily Gazette for bids for the snowplow season of 2021-2022.

A motion was made by Commissioner Thornhill and seconded by Commissioner Gapczynski to approve the Proposed Budget for the year 2022 which can be amended until October. A copy of the Proposed Budget will be given to the town comptroller by the district treasurer and will be attached to the Budget.

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl to approve the membership of Nickolaus Wilson as a member of the East Glenville Fire Company.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill to surplus four (4) steel O2 bottles which have no value to the district.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill and approved not to purchase four (4) "D" Aluminum O2 cylinders.

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson and approved to purchase a Blueprint Cabinet for a cost of \$500 to be divided as follows: \$250 from A3410.463 Conventions/Membership and \$250 from A3410.441 Seminars/Membership.

A motion for Resolution was made by Commissioner Thornhill and seconded by Commissioner Larson and approve to transfer funds from:

Decrease	A3410.423	Fuel	<u>\$60</u>
Increase	A3410.421	Tires/Batteries	<u>\$60</u>

A motion was made by Commissioner Costello and seconded by Commissioner Gapczynski and approved to purchase four (4) tires for 237 for \$150 each for a total cost of \$600 to be taken from account A3410.421 Tires/Batteries.

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl and approved to purchase eight (8) gear name tags at \$70 each for a total cost of \$560 to be taken from account A3410.203 Protective Clothing.

A discussion was held regarding a letter which was received from Town Supervisor Chris Koetzle regarding the funds which have been awarded to the Town to be distributed to the fire departments in the town to help with expenses related to Covid. A meeting will be scheduled to discuss this matter.

A motion for Resolution was made by Commissioner Costello and seconded by Commissioner Pohl to amend the 2021 Budget as follows:

Increase:	A3410.400	Buildings & Grounds	
	SubAccount	A3410.404	Restroom Renovations
			<u>1,140.00</u>

Decrease:	A3410.400	Buildings & Grounds	
	SubAccount	A3410.402	New Paint/Wallpaper
			<u>1,140.00</u>

To provide Funding for higher actual renovation costs & anticipated Partition Re-install costs

Increase:	A3410.400	Building Repairs & Maintenance	
	SubAccount	A3410.401	Building & Grounds
			<u>3,883.00</u>

Decrease:	A3410.190	Contingency	<u>3,883.00</u>
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To provide Funding for higher approved Building Repair Costs and for the following expected costs
Pest Control October-December. Annual DEC Fee, Ice Machine PM, Carpet/Upholstery Cleaning,
Septic Tank Pumping & Annual Fire Extinguisher inspections

A motion for Resolution was made by Commissioner Thornhill and seconded by Commissioner Larson to approve to pay amended Abstract #9, dated September 20, 2021 for voucher #247 through voucher #272 in the amount of \$81,826.03.

A motion was made by Commissioner Larson seconded by Commissioner Pohl to approve the Treasurer's Report as presented to the Board.

The bank statements for the month of August 2021 were reconciled by the Deputy Treasurer and presented to the Board for approval.

The bills for the month of September 2021 were prepared by the Treasurer and presented to the Board for approval.

A motion was made by Commissioner Pohl and seconded by Commissioner Larson to adjourn at 8:45 pm.

Respectfully submitted,

Elaine Erckman
District Secretary