

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
October 18, 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
2nd Assistant Chief Nick Abel
President John Labrie

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 ten people present.

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl to approve the amended minutes of the September 20, 2021 Board meeting.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill to approve the amended minutes of the Special Board Meeting held on September 29, 2021. Commissioner Larson, Commissioner Thornhill, Commissioner Costello and Commissioner Gapczynski voted yes. Commissioner Pohl abstained.

Chief's report: Clem Schimikowski

Chief Schimikowski reported that the 2021 Ford F-350 will be available for delivery soon from Dewitt, New York. The vehicle will be delivered to Vander Molen Fire Apparatus in Burnt Hills, New York where the final details will be completed. The vehicle will be out-of-service for approximately one day while this service is complete.

The total cost of the vehicle is \$141,285.00 and with the change orders of \$1,248.54 the total cost is \$142,533.54.

The VIN # has been supplied on the invoice so Commissioner Pohl can contact the insurance agency with the information pertaining to the new emergency vehicle.

President's Report: John Labrie

Nickolaus Wilson was sworn in at the October 12, 2021 Company meeting.
Rick Giaminelli has returned to active duty as of September 29, 2021.

Lindsey Abel has submitted an application for membership. Her background check has been received and her request for membership has been submitted to the Board of Commissioners for approval.

Treasurer's Report: Jeffrey Prescott

Committee Reports

Buildings & Grounds: Commissioner Larson

Pro Shred came to the firehouse and shredded one bin of paper for a cost of \$55.

Commissioner Thornhill, Commissioner Costello and Chief Schimikowski met and went through the items in the storage garage and composed a list of items to be surplus and sent auction. (attached) The auction company has been contacted and will take the items in November.

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson and approved to surplus the list of items for auction that are located in the storage garage. The 2004 Ford Excursion included in the list can be surplus but not delivered until the new emergency vehicle is in service.

Rainbow Sprinklers came and shut down the system for the winter season.

Commissioner Larson reported that the renovations in the ladies' rest room are complete except for she is not pleased with the finish of the area around the drainage cap. Industrial Performance will be contacted to return and complete the job properly.

All Type Professional Doors completed the preventive maintenance on some doors at the fire station for a cost of \$1,990.00. A list was presented to the Board of proposed repairs to the exterior doors at the firehouse in the amount of \$11,795.00. Commissioner Larson requested the station administrator to contact some other door repair companies for further bids.

Hillyard Cleaning Supplies has been contacted to order the ice melt for the winter season and have been instructed not to deliver the order until after November 15th.

A new pump for septic system has been installed by Eric Freer. The septic had to be pumped twice before the pump could be installed because a toilet in the men's decan room was found to be broken and had filled up the tank with water.

Mr. Help cleaned all the floors, upholstery and carpet before the Open House.

A call was received from a person who wanted to donate a treadmill and stair master to the fire company for use in the fitness room. The offer was turned down with the thanks from the firefighters as it did not meet their needs.

A security system will have to be included in the budget for next year as there have been some problems with security at the fire station.

Equipment – Com. Costello -covered in Chief's report

Apparatus – Com. Costello new emergency vehicle will be delivered soon

Finance & Budget – Commissioner Pohl

The public hearing for the Budget of 2022 was held at the fire station before the Board meeting at 6 pm. There were no changes to the budget.

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello and approved to accept the Budget for the year 2022 for East Glenville Fire District #3.

Medical – Commissioner Pohl

The district medical provider, Dr. Christopher Buff, will be retiring in the year 2023, therefore the district must go out for bids for a new health care provider.

Chief Schimikowski has contacted Ellis Occupational (Ellis Works) for information regarding their program for performing the firefighter annual physicals.

Legal & Insurance – Commissioner Pohl

William VanGorder from the Mang Insurance Agency will be at the fire station on Friday, October 22, 2021 at 10:00 am to review the district's insurance coverage.

A new Labor Law Poster must be purchased for a cost of \$99.50.

Computer – Commissioner Thornhill

Manocchi Technology was at the fire station and repaired the wifi service.

Personnel – Commissioner Larson – no report

Policies – Commissioner Costello – no report

Use of Station – Commissioner Larson

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill to approve the following Use of Station requests:

Saturday, October 23 – EGFD new grill cookout at the pavilion – all invited

October 24 – Guns & Hoses clothing sale fundraiser. Requested by Erin Purdy, daughter of past Life Member Daniel Moffett. Proceeds go towards small cell cancer research and Daniel Moffett Fitness Center at the firehouse. Also asking permission to put a sign out front. The Company has granted permission for the use of the pavilion and a station host will be present.

November 7 – Post open house dinner with caterer on-site - 5 – 8 pm

December 4 – Breakfast with Santa

National Safety Council driver safety course – Kevin Kea with information to follow

A request for the use of the meeting room was received from George Budesheim for a baptism party to be held on November 14.

The Board of Elections for Schenectady County needs permission to deliver the voting machines to the meeting room between the hours of 9:30 am to 12 noon on October 27, 2021.

The Board of Elections for Schenectady County needs permission to set up the voting machines and necessary tables and chairs on November 1, 2021 and on November 4, 2021 to pick up voting machines.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill to request the candidate(s) file a petition with the district secretary of the board of commissioners consisting of twenty-five (25) residents who are registered voters in the district.

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson to appoint the Board of Elections comprising of three members for the hours of 6:45 pm through 9:00 pm and they will be compensated at a cost of Fifty (\$50) each.

A motion was made by Commissioner Costello and seconded by Commissioner Pohl to request the Board of Elections to provide a list of registered voters in the East Glenville Fire District.

A motion was made by Commissioner Costello and seconded by Commissioner Gapczynski to place the publication of Notice of Elections in the legal section of the Daily Gazette, the town clerk of Glenville and a notice to appear on the East Glenville signboard.

Accident Review Board –Com. Thornhill - no report

LOSAP – Com. Costello - no report

Legislative – Com. Gapczynski - report

Consolidation – Com. Pohl -no report

Unfinished Business

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl and approved to pay Vander Molen Fire Apparatus Sales and Service the amount of \$142,533.54 for the purchase of one 2021 Ford F-350 emergency vehicle to be taken from Reserve Fund Expenditures.

One bid for snowplowing was received and opened by Commissioner Costello from Jay Borwhat of East Coast Sealcoating in the amount of \$6,500 for the date of November 1, 2021 to April 15, 2022.

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl and approved to accept the bid from Jay Borwhat of East Coast Sealcoating in the amount of \$6,500 for snowplowing between the dates of November 1, 2021 through April 15, 2022. Commissioner Larson will contact Jay Borwhat to set up a date for Commissioner Larson and Chief Schimikowski to meet and review the terms of the contract.

New Business

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

Decrease:	A3410.402	New Paint/Wallpaper	<u>2,335.00</u>
Increase:	A3410.401	Grounds & Buildings	<u>2,335.00</u>

To provide Funding for overhead door repair proposal found
During preventative maintenance

A motion was made by Commissioner Thornhill and seconded by Commissioner Gapczynski to approve the membership of Lindsey Abel as a member of East Glenville Fire Company.

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl and approved to pay All Type Professional Doors for maintenance performed on doors at the fire station in the amount of \$423 to be taken from account A3410.401 Buildings & Grounds.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill and approved to pay for the EMT Recertification of two fire personnel in the amount of \$870 to be taken from account A3410.441 Seminars & Membership.

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

Increase:	A3410.400	Buildings & Grounds	
	Subaccount	A3410.404	Restroom Renovations
			<u>450.00</u>

Decrease:	A3410.400	Buildings & Grounds	
	Subaccount	A3410.402	New Paint/Wallpaper <u>450.00</u>

To provide Funding for Toilet Re-installation – Ladies room

Increase:	A3410.400	Building Repairs & Maintenance	
	Subaccount	A3410.401	Buildings & Grounds <u>925.00</u>

Decrease:	A3410.190	Contingency	<u>925.00</u>
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To provide Funding for 2 Additional Septic Pumping 10/14/21 & Grub Control

Increase:	A3410.200	Purchase Trucks & Equipment	
	Subaccount	A3410.202	SCBA Test/Repair <u>28.00</u>

Decrease:	A3410.200	Purchase Trucks & Equipment	
	Subaccount	A3410.207	Rescue Equipment <u>28.00</u>

To provide funding for 1 SCBA Fit Test

Increase:	A3410.460	Miscellaneous	
	Subaccount	A3410.464	Stationery & Supplies <u>58.00</u>

Decrease:	A3410.460	Miscellaneous	
	Subaccount	A3410.466	Legal <u>58.00</u>

To provide funding for 1 roll of stamps

A motion for Resolution was made by Commissioner Thornhill and seconded by Commissioner Costello and approved to pay Abstract #10 dated October 18, 2021 minus voucher #273 to Johnson Control for voucher #274 through voucher #305 in amount of \$14,694.05.

A motion was made by Commissioner Larson and seconded by Commissioner Pohl and approved to pay Big Willie's for two pump outs for a total cost of \$900 to be taken from account A3410 401 Buildings & Grounds.

A motion was made by Commissioner Larson and seconded by Commissioner Pohl and approved to pay Eric Freer of Freer Electric for the installation of a pump for the septic system in the amount of \$4,044.00 to be taken from account A3410.401 Grounds & Buildings.

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello and approved to pay Apex Sewer & Drain \$150 for the repair of a handle in restroom to be taken from account A3410.401 Buildings & Grounds.

A motion was made by Commissioner Costello and seconded by Commissioner Thornhill to pay National Grid \$78.31 for the private lighting to be taken from account A3410.480 Gas & Electric.

A motion was made by Commissioner Costello and seconded by Commissioner Pohl and approved to pay the Daily Gazette \$32.19 for the legal notice regarding the Budget Hearing of October 18, 2021 to be taken from A3410.465 Advertising & Vote.

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

Decrease:	A3410.207	Rescue Equipment	<u>95.00</u>
Increase:	A3410.202	SCBA Test/Repair	<u>95.00</u>

To provide funding for Cascade Air Quality Test

A motion was made by Commissioner Thornhill and seconded by Commissioner Gapczynski to pay ACI for the Cascade Air Quality Test \$95.00 to be taken from account A3410.202 SCBA Test/Repair.

A motion was made by Commissioner Larson and seconded by Commissioner Gapczynski to approve the Treasurer's Report.

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

The bills for the month October were prepared by the treasurer and presented to the Board for approval.

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson to adjourn to Executive Session for the purpose of personnel at 8:25 pm.

Respectfully submitted,

Elaine Erckman

A motion was made by Commissioner Costello and seconded by Commissioner Thornhill to return to regular meeting session at 9:12 pm.

A motion was made by Commissioner Larson and seconded by Commissioner Pohl to adjourn from regular meeting session at 9:14 pm.

Ross Thornhill
Acting Secretary

