EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
November 15, 2021

Present: Commissioner Ross Thornhill
Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Suzanne Pohl
Commissioner Dave Costello
Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
Deputy Secretary Lindsay Abel
Chief Clem Schimikowski
2nd Assistant Chief Nick Abel
Vice President Kevin Kea

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 eleven people present.

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello to approve the amended minutes from the October 18, 2021 Board meeting.

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello to approve the minutes from the Budget Hearing which was held on October 18, 2021.

Chief's Report: Clem Schimikowski

The new Rescue 2345 has been delivered to Vander Molen and additional items will be installed. There are some items that needed to be added that were not included in the change order list. They are running boards at a cost not to exceed $500, additional lettering not to exceed $500 and a dry mat for $1400. The radios will need to be swapped once at East Glenville. A truck meeting will be scheduled to put the new emergency vehicle in service.

President's Report: Vice-President Kevin Kea

Lindsay Abel was sworn in as a member of the East Glenville Fire Company at the November 9, 2021 meeting.

Chris Farley has submitted an application for membership to the Board for their approval. The background check has been completed and his membership was approved at the November 9, 2021 Company meeting.

Rick Giaminelli is on medical leave of absence.

The company has presented to the Board a request to remove the old coffee station located in the recreation room and replace it with a refrigerator for cold drinks.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill and approved to grant permission for the Company to present a proposal for the replacement of the coffee and snack station and replace it with a refrigerator for cold drinks.

The Albany NY National Safety Council is willing to conduct a defensive driver course at the firehouse. The minimum is $35 per person with a minimum class of 15. The class would be held in February or March of 2022.

Treasurer's Report: Jeffrey Prescott

East Glenville Fire District #3 received a grant from the Town of Glenville in the amount of $15,000 from Federal ARPA which is for COVID supplies to be purchased over the next two years.

Communications

The legal notice for the Commissioner Elections was sent to the Daily Gazette and published on November 11, 2021.

Committee Reports

Buildings & Grounds – Commissioner Larson

Johnson Controls has the thermostat on order for the new HVAC system in the meeting room. They also need to come and put a plate under the thermostat in the rec room to cover the additional holes required to install the thermostat and to replace some ceiling tiles that not match the existing tiles in the recreation room.

The maintenance on the ice machine was performed by Joe Cronin at a cost of $220. A replacement filter will be ordered and received for the next maintenance check.

Apex Sewer needs to return to replace the plate around the floor drain in the ladies' restroom. To repair the plate would be $500 and to replace the entire drain would be $1,500. Once the drain is repaired, Performance Industrial will return in fix the epoxy floor.

The water department was contacted to check to make sure there were no water leaks on the property. An employee of the water department and the building inspector, Arnold Briscoe, came and found no leaks but advised that the grease trap should be cleaned. Apex will be contacted to clean the trap. A thank you was sent to the Town of Glenville for their speedy response to check for leaks.

Hillyard Cleaning Supplies will deliver the district's order of ice melt as soon as the auction is completed at the garage.

Three companies were contacted in regard to the repairs to doors at the fire station. Overhead Doors had previously submitted a bid of $2,335, Amsterdam Door could not do the repairs until March 2022 but quoted a figure of $3,305 for two people to work eight hours to complete the job and Murphy Overheard Door is not taking any more commercial accounts.

There are doors that need to be replaced at the fire station. Contractors will need to be contacted for estimates to complete the work.

A file cabinet was delivered damaged for the storage of blue prints. A replacement was ordered and has been delivered undamaged. A request to return the damaged one has gone with no response.

Ballston Gutters was contacted to clean the gutters but no one is available. The station administrator was able to contact a person who performed the job.

Tri County Extinguishers was contacted to inspect the extinguishers in the station and on the apparatus.

All Type Professional Doors was called to repair the main entrance door at the back of the fire station. It is not possible to get parts any longer for the door. The door assembly was taken apart and cleaned. A part was discovered to be the problem and a new one will be looked for to keep as a reserve.

Commissioner Larson thanked CJ Schimikowski, one of our newest members, for delivering some East Glenville brochures to the Burnt Hills-Ballston Lake High School Economics and Government class.

Commissioner Thornhill reported that the schedule to auction the surplused items in the garage by Collar City Auction is as follows:

Site preparation will take place on Thursday, December 2nd at 9 am.
Auction will take place on line on Wednesday, December 8th.
Items can be inspected on Friday, December 17th between the hours of 9 am and 11 am.
The auction closes on Monday, December 20th at 11 am.
Removal of items will be by appointment only on Thursday, December 23rd between 9 am and 11am.
Old 230 will be included in the auction with a reserve placed on it for $10,000.

Any and all items left after auction become garbage and free for the taking.

Finance & Budget – Commissioner Pohl

Received a Certificate of Liability Insurance from East Coast Snow Plowing who will be completing the snow plow contract for the season of 2021 through 2022.

Medical: Commissioner Pohl – no report

Legal and Insurance: Commissioner Pohl

The agent from NBT-Mang Insurance, William VanGorder, met with board members at the fire house to review the district's insurance coverage. Commissioner Pohl received the insurance notice and was told there was going to be a 12% increase in the district's premium. The committee requested the figures for some past insurance premiums and were provided with the following information from the district treasurer: 2000 De Cesare Agency $23,649; 2001 $25,555 then 2002 Mang Insurance $18,833; 2021 $30,784. It was decided to apply to BFIS and NBT for comparison information.

Computer: Commissioner Thornhill

The hard drive in the radio room failed and Manocchi Technology was called to replace it with a solid-state drive. The hard drives that failed have a warranty and Commissioner Thornhill is going to work with Rick Manocchi to try and submit a warranty claim.

There is also a problem with the automatic backup not working on the computers. Quotes were received from three sources for a storage device. D & H's price is $1,517.01, Amazon's price is $1,537.33 and New Wave's price is $1,571.39. It is also recommended that we install a IPS backup power supply.

The annual price for Synology is $140 a year, C2 would be $158 and Google would be $491.

There is also a need to purchase two (2) 27" monitors for a total cost of $358.18.

Personnel: Commissioner Costello

Policies: Commissioner Thornhill

Commissioner Thornhill would like to get together with the policy committee and work on updating district policies.

Apparatus: covered under Chief's report

Use of Station: Commissioner Larson

A discussion was held regarding the use of the station by the Schenectady County Board of Elections for the elections held on November 2, 2021. There were many problems with the members of the board of elections regarding their misuse of the facilities. Commissioner expressed great concern with having them back another year and also stated that she did not wish to be in charge of this event next year. Commissioner Gapcyznski said that she would contact them with our concerns and possibly set up a meeting to determine whether East Glenville Fire District #3 will approve the use of the station for election day next year.

Accident Review Board: Commissioner Thornhill – no report
LOSAP: Commissioner Costello – no report
Legislative: Commissioner Gapczynski – no report
Consolidation: Commissioner Pohl – no report

Unfinished Business

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson to move to Executive Session at 9:12 pm for a discussion on personnel.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill to return to regular session at 9:30 pm.

A motion was made by Commissioner Larson and seconded by Commissioner Gapczynski to accept the membership of Chris Farley into the East Glenville Fire Company pending passing a physical.

A motion was made by Commissioner Larson and seconded by Commissioner Pohl to allow Vice-President Kea to set up a Defensive Driving Session at the firehouse for the firefighters, family members, commissioners, employees and auxiliary members in February or March of 2022 at a cost of $35 each. The district will pay for the firefighters to complete the course on line or in a class.

New Business

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

Increase	A3410.420	Truck Repairs & Maintenance		
	SubAccount	A3410.421	Tires & Batteries	210.00
	SubAccount	A3410.422	Truck Repairs & Maintenance	750.00
			Total	960.00
Decrease	A3410.190	Contingency		960.00

To provide Funding for Add'l Tire installation costs & truck repairs incurred

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

Increase	A3410.440	Training		
	SubAccount	A3410.444	Membership Dues	19.00
Decrease	A3410.440	Training		
	SubAccount	A3410.441	Seminars	19.00

To provide Funding for 2021 Town Chiefs Dues

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

Increase	A3410.460	Miscellaneous		
	SubAccount	A3410.461	Computer	149.00
Decrease	A3410.460	Miscellaneous		
	SubAccount	A3410.463	Conventions/Membership	111.00
Decrease	A3410.486	Insurance		38.00
			Total	149.00

To provide Funding for Insurance Questionnaire & Replacement of Hard Drive in Radio Room Computer

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

Increase	A4089 Federal Aid – Other (American Rescue Plan Act)			15,000.00
Increase	A3410.200 Purchase Trucks & Equipment			
	SubAccount	A3410.214	Federal ARPA Expenditures	15,000.00

To recognize the Federal ARPA aid monies received from the Town of Glenville & to provide a single expenditure budget account to segregate the disbursement of the funds per the provided plan.

A motion was made by Commissioner Costello and seconded by Commissioner Larson to approve payment of the following addons to the Abstract; Thin Red Line Pressure Washers LLC for $150 and All Type Professional Doors for $375 to be taken from account A3410.401 Buildings & Grounds.

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello to reject voucher #317 for Johnson Controls and voucher #328 for Performance Industrial as work was not completed.

A motion for Resolution was made by Commissioner Thornhill and seconded by Commissioner Larson to approve the payment of Abstract #11 dated November 15, 2021 for vouchers #306 through #3238 in the amount of $162,615.35.

A motion was made by Commissioner Costello and seconded by Commissioner Larson to approve the payment of add on to LLC in the amount of $150 and to All Type Professional Doors in the amount of $375 to be taken from account A3410.401 Grounds & Buildings.

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

Decrease	A3410.190	Contingency	$2,300.00
Increase	A3410.401	Buildings & Grounds	2,300.00

To fund All Type Professional Doors for work

Commissioner Larson stated that she had been in contact in with the Department of Environmental Conservation regarding doing the water test. She was unable to set up a date to test at this time.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill to accept the Treasurer's Report as presented to the Board.

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

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

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson and approved to spend up to $500 for the purchase of running boards, to spend up to $500 for additional lettering and $1,400 for a dry mat for a total of $2,400 or expenditures for the new 2345 Rescue vehicle. $466.46 be taken as an Apparatus Reserve Account Expenditure and $1,933.54 to be taken from account A3410.209 New Chief's Vehicle.

The Board granted permission for the company to take 236 to the Schenectady Parade on November 20, 2021.

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

Decrease	A3410.190	Contingency	$1,500
Increase	A3410.404	Restroom renovations	1,500

To fund repair work by Apex Sewer

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello and approved to pay Apex Sewer up to $1,500 to repair the drain in the ladies' restroom to be taken from account A3410.404 Restroom Renovations.

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

Decrease	A3410.190	Contingency	$2,300
Increase	A3410.401	Buildings & Grounds	2,300

To fund repair work by All Type Professional Doors

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello to approve All Type Professional Doors to perform the maintenance work on the overhead doors in the amount of $2,335.00 to be taken from account A3410.401 Buildings & Grounds.

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

Decrease	A3410.190	Contingency	$1,658.00
Increase	A3410.461	Computers	1,658.00

To Fund computer repairs

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

Decrease	A3410.204	EMS Supply/Equipment	$358.00
Increase	A3410.461	Computer	358.00

To purchase two 27" computer monitors

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson and approved to purchase a Synology VS1520 with five hard drives and the backup for a cost of $1,517.01 from B & H to be taken from A3410.461.

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello to approve the purchase of Synology C2 for one year back up and two (2) 27" monitors for a total cost of $2,015.17.

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl and approved to purchase six (6) - Window punches @ $15 each Total $90.00 to be taken from A3410.207 Rescue Equipment.

A motion was made by Commissioner Costello and seconded by Commissioner Gapczynski to approve the following Chief's requests to be taken from A3410.214 Federal ARPA Expenditures:

2 - Electrostatic Sprayer @ $360 each total		$ 720.00
6 – Disinfectant @ 119 each total		714.00
20 boxes N95 Masks @ $17.99 each total		3,598.00
45 N95 Fit Tests		1,260.00
5 – MMR @ $325 each total		1,625.00
	Total	$7,917.00

A motion was made by Commissioner Costello and seconded by Commissioner Larson to approve the following people to work as election board members for the commissioner elections to be held on December 14, 2021 for the hours of 5:45 pm through 9:00 pm and to be compensated $50 each: Tracy Abel, Janet Moore and Sue Desbiens.

A petition has been received by the district secretary from Ross Thornhill to run for a five year term as commissioner of East Glenville Fire District #3 with the required 25 signatures.

A motion was made by Commissioner Costello and seconded by Commissioner Pohl to adjourn at 10:13 pm.

Respectfully submitted,

Elaine Erckman
District Secretary