EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
May 18, 2020

Present: Commissioner Dave Costello
Commissioner Beth Larson
Commissioner Suzanne Pohl
Commissioner Michael Bartlett
Commissioner Ross Thornhill
Treasurer Jeff Prescott
District Secretary Angel Vaughters
Fire Chief Clem Schimikowski
Assistant Fire Chief Michael Boisclair
Fire Company President John Labrie
Firefighter Wendi Gapczynski

Due to the Covid19 Pandemic, a zoom online Board of Fire Commissioners meeting and public broadcasting on Facebook was called to order by Commissioner Costello at 7:00 pm followed by the Pledge of Allegiance to the Flag.

A motion was made by Commissioner Pohl and seconded by Commissioner Thornhill and passed to approve the amended minutes of the April 20, 2020 Board meeting.

Chief's report: (Chief Clem Schimikowski)
EGFD responded to 51 calls in April. Top responders were: Bill Lamb 86%, Clem Schimikowski 78%, Wendi Gapczynski 66%, Len Prevost 56%, Sue Desbiens 56%.

EGFD wants to thank all of its members for having great turnout to responses and following the changing guidelines, protections and protocols in dealing with Corona virus in our community. We are in the fortunate position at this time where EGFD has a decrease in call volume, great turnout response, updated medical protocols and our PPE supply is holding steady. Due to these factors, East Glenville is not currently participating in the Glenville BLS Fly Car that is in service and deployed out of Thomas Corners FD. We could utilize this resource should conditions change. Thank you to members and employees quick response for a carbon monoxide leak at Mc Donalds. It was repaired and no injuries or exposures occurred. EGFD's quick response to a garage fire saved a house in Woodlawn. Following the lead of neighboring fire departments EGFD will offer a Birthday Fire Truck Ride by, if possible for any children in our community that had their birthday plans cancelled during the COVID pandemic. A request can be made through Facebook messenger that is manned by EGFD Officers or by calling the firehouse. This opportunity allows Officers to road check apparatus, train and provides exposure in our community.

2020 Training officers are Assistant Chief Boisclair, Captain Jewell and Lieutenant Meier.
Mc Neil training has been sent to every member for completing in 2020.

Weekly drills are being sent online for members to complete even if they are past due. There is an email survey for LTO and UTV Training. All training classes and most events are suspended and will be rescheduled at a later date. Online Training for members from Target Solutions is in the process of uploading. 236 ladder testing was completed by UL. A live burn is scheduled for June 20th 9am-2 pm if permitted with details to come. August 3rd-7th Hose Pump Testing by "Safety First" with multiple departments will be held at EGFD.

President's report: (FF John Labrie)
Dave Sauter was voted in as a member by the fire company and would like Boards approval. FF Richard Nicholas has been deployed for FEMA. Lieutenant Shawn Primett is deployed for the National Guard. EGFD was invited to attend the Scotia Memorial Day Parade on May 20th but it may be cancelled due to COVID 19. The Fire Company received a quote from a seamstress for $250.00 to remove stripes from old uniform coats. Commissioner Thornhill suggests contacting Bea, a seamstress the fire department used prior for another estimate. Recruit NY was cancelled state wide. The Your Hometown newspaper recruiting ad was modified to remove the date but ran and will run extra to fill space. Thank you, Chief Schimikowski and members for participating in the community Birthday ride by's. The Love Your Parks event was cancelled, when the Town of Glenville gets the bicentennial trees, one will be planted out front of the firehouse. The Spring Fling and Hooks & Hero's on May 9th is cancelled.

Treasurer's report: (Jeffrey Prescott)
The bank statements for the month of April 2020 were reconciled by the Treasurer and presented to the Board for approval.

The bills for the month of May 2020 were prepared by the Treasurer and presented to the Board for approval.

A Motion for Resolution was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to appropriate 12/31/2019 Assigned Unappropriated Fund Balance (Reserved for Encumbrances) as follows:

Increase:	A3410.209	New Chief's Vehicle	$8,261.43
To:	A5095	Appropriated Fund Balance	$8,261.43

To amend the 2020 budget for Amount Encumbered for 2014 Chief's Vehicle Up fit ordered in 2019 and installed in 2020.

A Motion for Resolution was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to amend the 2020 Budget as follows:

Increase:	A3410.209	New Chief's Vehicle	$ 937.33
Decrease:	A3410.420	Truck Repairs and Maintenance	
Subaccount	A3410.422	Truck Repairs	$ 937.33

To provide Funding for additional 2014 Chief's Vehicle Up fit Costs Incurred.

A motion for Resolution was made by Commissioner Thornhill, seconded by Commissioner Pohl and unanimously passed to approve payment of Abstract #4 for vouchers #124 through #153 in the total amount of $26,615.66.

A motion was made by Commissioner Thornhill, seconded by Commissioner Pohl and unanimously passed to approve the Treasurer's Report as reported to the Board.

Purchasing: (Com. Costello) Outstanding Approved Purchases:
(3) Carnies 1010 Helmets for $450.00 each for a total of $1,350.00 Received and In Service.
(6) NFPA Booklets for $52.00 each for a total of $312.00 Ordered.
(5) Turnout gear sets for $3,150.00 each for a total of $15,750.00 Ordered. (Dominguez, Duchane, Thibault, Prescott, Sandilands)
Locker Name Tags and Helmet Names Ordered.

Requests:
PSTrax-SCBA Module for $500.00 Ordered.
(2) NFPA Books for $67.50 each for a total of $135.00 Received.
(1) Sho-Flo 1.5" Flow Meter for $746.25 Ordered.
(1) Sho-Flo 2.5" Flow Meter for $1,125.25 Ordered.
(3) ToxiRAE3-CO Meter for $231.95 for a total of $695.85 to replace old meters Ordered.
(9) Pair of Boots for $400.00 each for a total of $3,600.00 Ordered.
(1) Scanner for new Commissioner of the Board for $376.92
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Building and Grounds: (Com. Larson)
Commissioner Larson met with Pinnacle Roofing for an estimate to repair a roof leak by the corner of the radio room due to flashing blowing off in the wind storm. An estimate of $600.00 was received. Pinnacle completed the emergency repair the next day and Board is requesting payment of $600.00 this abstract.

Ballston Carpet will schedule to install professional vinyl laminate flooring around the bar in the recreation room and replace carpeting in front of (2) Apparatus bay doors with professional vinyl flooring so the bay doors close properly.

Greens Furniture was contacted to repair a broken wood support brace in the bottom round corner of the sectional couch in the recreation room, waiting on a service technician.

Supplies have also been ordered from Hillyard and we are awaiting delivery because many items are on back order.

Clune Electric submitted an estimate to install (4) new RAB WP2LED49L LED Wall packs. (2) on north side & (2) on south side of the building controlled by photocells for $3,060.00
Or install (4) new RAB WP2LED34L LED Wall packs (lower wattage) (2) on the north side & (2) on the south side of the building for $2,960.00. Thank you FF John Labrie for installing a new photo cell on the flag pole light.

Committee recommendations and estimates are being researched for the building security system. Seeking estimates from one vendor to complete whole package.

A speaker for music (Amazon G-Boom Speaker, $69.99) for the Fitness Room was ordered and received. Spectrum will be scheduled to check the cable TV connection. The treadmill also needs to be serviced and maintained. A piece of fitness equipment to replace the elliptical is being researched.

Precision Fencing will submit an estimate to straighten the fence along S&B Gas and back parking lot in the spring.

Estimates for a concrete training pad need to be researched. Will measure and stake out area.

Northeast Phones and Linstar will be contacted for an estimate for new door speakers that are not working. Linstar submitted an estimate of $180.00 per speaker plus installation. Linstar is researching parts and phone system. This may need to be included with the security cameras review.

Eastern Heating is researching the meeting room thermostat that is old and has a broken valve which needs new switches/relays and possible blower fan. An estimate of $11,150.00 for a direct digital control was submitted. Additional estimates will be researched.

Kulaks Landscaping was contacted for Spring landscaping clean up and maintenance. They do not offer this service.

Hometown Turf has submitted an estimate of $1,050.00 to clean and weed existing mulch, install 4" edging, and 5 yards of mulch to the front landscaping or $1,525.00 to remove existing mulch, install edging, landscape fabric and 5 yards of #2 & #3 decorative stone to front landscape and front sign. Stone allows better drainage, less insect problems and maintenance.

Rainbow Sprinklers will schedule to turn the lawn sprinklers on.

J Electric will replace the old Honeywell controller with (1) CO2 sensor and (2) Nitrogen Dioxide sensors in the Apparatus bay and install conduit to also accommodate power for future ceiling fans. He will also be running conduit for ceiling fans installation. A lift will be rented.

All Type Professional Doors will schedule maintenance and inspection of the Apparatus bay and interior building doors in spring.

Flow Rite will schedule Apparatus bay drain cleaning in the spring.

Darlene Yager from Schenectady County Elections called to advise that voting on April 28th is cancelled.

EGFD will receive a bicentennial tree from the Town of Glenville to plant at the firehouse to honor the towns 200 years and station keeper Hough will plant it in front of the firehouse.

Eliminator Pest has completed building pest control services.

The recreation room ice machine will be cleaned. Thank you, House Steward Sue Desbiens for this coordination.

Station keeper Brad Hough has been cleaning the outside, mowing lawns and organizing the back garage.

Turfco will schedule lawn fertilizing.

First Response came to EGFD and sanitized the whole building and vehicles against COVID.

Equipment & Apparatus: (Chief Clem Schimikowski)
230 New 230 committee continuing to meet. Contacted "Rescue 1" from NJ for boilerplate spec along with NY Builder.
231 4-Gas Meter out of service.
232 Sourcing estimates for new light bar and console due to multiple responses where emergency light and siren did not operate.
234 No report.
235 No report.
236 Right front turn signal, air module and bell repaired by Vander Molen.
Saw mount bracket installed. UL Testing completed on March 20th.
237 Rear slide out tray installation by Vander Molen is pending.
238 No report.
239 Left rear corner needs repair.
UTV In service for season.
2020 Apparatus & Equipment Officers are: Assistant Chief Carr, Captain Abel, Lieutenant Budesheim and Lieutenant Primett. Thank you for dedication to EGFD.
Hose/Pump testing by Safety First is scheduled for week of August 3-7th at EGFD.
Multiple sets of gear were repaired and are back in. A new labeling system is being established for gear needing repair. Members should maintain Fire and EMS gear washing.
The Schenectady County Radio System Project is anticipated to be active later this year with new mobile and portable radio identifiers in place with some radio number changes. They have completed an inventory of EGFD's radios and Chief will be sourcing new pagers for demo with 800/UHF capabilities.
Working with Globe for replacement of older gear for qualifying members.

Finance and Budget: (Com. Pohl) District Auditors are scheduled for May 18th-20th. Waiting if this may be postponed.

Communications: (Com. Pohl) Thank you Commissioner Thornhill for setting up the online Commissioner Board meeting. The May Board meeting will be broadcasted online also.

Medical: (Com. Pohl) Gibby's Fit testing on April 7th at 6pm has been postponed. Physicals scheduled with Dr. Buff in April are postponed. EMS supplies are on a continual ordering basis in response to Corona virus. Proper PPE use is key to reducing exposure. The Apparatus may be at Quick Response for cleaning and sanitizing.
All essential employees must wear a mask when dealing with the public and follow guidelines. Thank you, Commissioner Thornhill for taking many vehicles to Quick Response for sanitizing.

Legal and Insurance: (Com. Pohl) Commissioner Thornhill contacted Mang Insurance to research possible insurance requirements and information regarding the Fly Car and sharing this vehicle between departments.

Computer: (Com. Costello) Looking for estimate for network expander to allow for better power and computer connection. The Alarm Room computer needs to be upgraded as it is old and it operates Target Solutions training and I am Responding software. Rich Manocchi suggested a Dell I5 computer from Amazon for $218.00 with 3 year warranty. The computer router is 5 years old and may need to be replaced soon. An upgrade to the network switch for high power and Wi-Fi devices is running at half power. An upgrade will be researched for better coverage and faster speeds.

Personnel: (Com. Larson) On March 21st Commissioners training at Clifton Park FD was cancelled. You may attend online. Due to COVID and shut down of the building, the Station Administrator is working from home and available for calls and emails. The Station keeper is still cleaning and sanitizing the firehouse and can work flexible hours for cleaning, deliveries and repairs if needed.

Policies: (Com. Costello) The Board will review the policies in the future.

Use of Station: Schenectady County Board of Elections has cancelled the need of EGFD as a polling place for elections on April 28th. They are waiting the status of June elections and will contact EGFD.

A Pancake Breakfast fundraiser for BH-BL Field Hockey Booster Club on June 21st 6:30am-noon may be postponed.

Accident Review Board: Accident Review on minor fender bender in EGFD parking lot with 239 & 238. Commissioner Larson and Thornhill contacted and reviewed.

LOSAP: (Com. Costello) LOSAP is invested in a guaranteed 3% annuity.

Old Business: A motion was made by Commissioner Larson, seconded by Commissioner Thornhill and unanimously passed to approve the surplus of old Class A uniforms, once patches and stripes removed they can be donated or discarded.

A motion was made by Commissioner Larson, seconded by Commissioner Thornhill and unanimously passed to approve the purchase of up to $250.00 from a local seamstress to remove

Officer stripes from (10) surplused Class A Uniform Coats to be taken from A3410.460 Miscellaneous Subaccount A3410.462 Dress Uniforms.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve Dave Sauter as a member of EGFD.

New Business:

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the purchase of $600.00 from Pinnacle Roofing to repair flashing damaged from wind storm and leaking inside corner of radio room to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, seconded by Commissioner Bartlett and unanimously passed to approve the purchase of $1525.00 from Hometown Turf to spring clean and refresh landscaping in front of building. Instead of re-mulching yearly, stone was chosen to replace the mulch to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and passed to approve the purchase of $376.92 from River Valley Radio for a Scanner for a new Commissioner of the Board to taken from A3410.200 Purchase Trucks & Equipment Subaccount A 3410.206 Radios/Alarm.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the purchase of $218.00 from Amazon for a Dell I5 computer to replace the old radio room computer to taken from A3410.460 Miscellaneous Subaccount A3410.461 Computer.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed at 9:10 pm to adjourn to Executive Session regarding personnel.

Respectfully submitted,

Angel Vaughters, District Secretary