

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
October 15, 2018

Present: Commissioner Brian DeLaFleur
Commissioner Mike Petroski
Commissioner Beth Larson
Commissioner Dave Costello
District Treasurer Jeffrey Prescott
District Secretary Angel Vaughters
Chief Ross Thornhill
Company Vice President Maria Westbrook

The meeting was called to order by Chairman Brian DeLaFleur at 7:00 pm followed by the Pledge of Allegiance to the Flag.

A motion was made by Commissioner Petroski and seconded by Commissioner Larson and unanimously passed to approve the minutes of the September 17, 2018 Board meeting.

Chief's Report: (Ross Thornhill)

EGFD responded to 75 calls in September. Top responders were: Leonard Prevost:43, Ross Thornhill:43, Wayne Bunn:36, Sue Desbiens:34 and Robert Moore:28.

The Eagle Scout project of a trail out back of the firehouse connecting to Indian Meadow Park is completed. Chief suggests EGFD property signage be installed at opening of trail. The Pashley Elementary School Fire Safety program was a success. The fire truck ride to school for the poster contest winners will be Oct. 24th. The children liked using the fire extinguishers and eating lunch with the firefighters. October is Fire Prevention Month and members are very busy visiting many local preschools and daycares to educate children on fire safety. EGFD hosted the Annual Open House with the State Fire simulator truck, obstacle course, bounce houses, firehouse tours, live room burn, vehicle extrications, coffee, donuts and cider. Chiefs would like clarification from the Board on use of LT236 to give ladder rides to the public as at the last minute this activity was denied at Open House. Chief requests authorization for fire fighters and apparatus to go to neighborhoods on Halloween to hand out candy. Thank you to all members that contribute their effort and time in EGFD events. All of your help is greatly appreciated. EGFD reached out to Schoharie FD to send condolences to all affected by the limo tragedy.

The Chiefs are researching software and options for possible electronic patient care reports. Upgrading from paper would be beneficial in medical charting, history, and information but would require additional member training to complete. Chief Thornhill is researching estimates for a concrete pad by back garage for training purposes. FF Mike Deyeo is currently living out of district in Ballston Spa, and will try to stay active until he moves back into district in Spring. FF Ryan Yattaw is also out of district for work. Richard Doyle, Alplaus Fire Police Captain is authorized and has access to operate EGFD's fire police vehicles (232, 234) for daytime mutual aid responses. He works across the street and usually responds in his own vehicle. Pump testing is October 30th & 31st. Vander Molen would like to take ER231 to show Sandford Heights FD.

Chief requests purchase of (1) pair boots for Lt. Primett (his old boots will be given to new member KJ Kea) from MES for \$360.00, Ordering approved EZ Up Commercial Shelter from Amazon for \$742.82. Ordering approved (2) Fire Scene Ahead Signs with Velcro Sign Swaps for \$1057. from The Fire Store. Ordered Officer Parkas (Primett, Weber, Vaughters, Hough) Ordered and received (2) AED batteries from Moore Medical for \$700. Ordered approved Structural Gloves from MES for \$195. Need to order Energizer Industrial Batteries for SCBA packs and (3) garden hoses to replace broken ones. Waterway hose testing is complete. Need (3) new hoses. The K-Tool for \$122.39, Class D Extinguisher for ER231 for \$538.73 and (5) retractable Cone Bars for \$112.50 from The Fire Store was received. Captain Meier and Chief Thornhill met with Everdixie and would like to use them as an EMS equipment stock supplier. They sell supplies at a considerable discount from our current vendor.

George Budesheim, Mike Meier and Shawn Primett are attending FF2 training. Jeanne Foote and Nicole Porter are continuing BEFO/IFO training. Maria Westbrook started EMS training and Bev Martinson is taking EMT Refresher. Only a few members need to complete Ladder Tower Operator Training. Company members who wish to take classes must complete a training request form and submit to Chief Carr in addition to signing up for the class. SCCC now requires the District to prepay for member classes then upon completion the state will reimburse the District. EGFD is using McNeilandCompany.com for members to complete sexual harassment prevention and blood borne pathogen training before the end of the year. In the future the chief may assign training modules to satisfy drill and PESH requirements.

President's report: (reported by Maria Westbrook)

EGFD Company is seeking the Boards Approval on new member John Zampella. John has experience in firefighting and a favorable recommendation by the Fire Company. He also passed the sexual offender and arson background check.

A request for (6) Class A Uniforms (parts & pieces) for Westbrook, Fura, Meier, Labrie, Ankabrandt and from Galls at around \$500 each.

A great time was had by many at the EGFD Open House.

Pashley School Fire Safety Day and Poster Contest will be held. The fire truck ride along to school for poster winners will be Oct. 24th.

EGFD Fund Drive booklets were delivered to all neighbors, with donations starting to come in. Breakfast with Santa will be December 8th.

EGFDs Installation banquet will be held on January 5th.

Company members can attend a Union Hockey Game on January 26th.

A motion was made by Commissioner Petroski, seconded by Commissioner Costello and unanimously passed to approve the membership of John Zampella to East Glenville FD.

Treasurer's report: (Jeffrey Prescott)

The bank statements for the month of September 2018 were reconciled by the Deputy Treasurer and presented to the Board for approval.

The bills for the month of October 2018 were prepared by the Treasurer and presented to the Board for approval.

Treasurer Prescott provided copies of the budget to the Secretary for public review. The Board will hold a Public Budget Hearing and Special Meeting on October 16, 2018 at 7pm. The Board would like to commend Treasurer Prescott for his budget preparation and planning. EGFD is proud that there will be no tax increase this year!

A motion for Resolution was made by Commissioner Costello, seconded by Commissioner Larson and unanimously passed to Amend the 2018 Budget as follows:

Increase:	A3410.400	Building Repair/Maintenance	
Subaccount:	A3410.401	Grounds & Buildings	\$ 185.00
Increase:	A3410.460	Miscellaneous	
Subaccount:	A3410.467	Physicals & Tests	\$ 155.00
Decrease:	A3410.190	Contingency	\$ 340.00

To provide funding for Additional Building Costs & 1 new FF Physical.

A motion for Resolution was made by Commissioner Costello, seconded by Commissioner Larson and unanimously passed to Amend the 2018 Budget as follows:

Increase:	A3410.200	Purchase Trucks & Equipment	
Subaccount:	A3410.208	Safety Equipment	\$ 31.00
Decrease:	A3410.200	Purchase Trucks & Equipment	
Subaccount:	A3410.206	Radios/Alarms	\$ 31.00

To provide funding for Safety Equipment Freight Costs.

A motion for Resolution was made by Commissioner Costello, seconded by Commissioner Larson and unanimously passed to Amend the 2018 Budget as follows:

Increase:	A3410.481	Energy Efficiency program	\$ 316.00
Decrease:	A3410.480	Gas & Electric	\$ 316.00

To provide funding for Contracted Total Cost due for Lighting Energy Efficiency Program.

A motion for Resolution was made by Commissioner Petroski, seconded by Commissioner Costello and unanimously passed to Amend the 2018 Budget as follows:

Increase:	A3410.420	Truck Repair/Maint.	
Subaccount:	A3410.422	Truck Repair/Maint.	\$ 805.00
Decrease:	A3410.420	Truck Repair/Maint.	
Subaccount:	A3410.423	Fuel	\$ 805.00

To provide funding for Pump Repair on E235.

A motion for Resolution was made by Commissioner Petroski, seconded by Commissioner Costello and unanimously passed to Amend the 2018 Budget as follows:

Increase:	A3410.400	Building Repair/Maint.	
Subaccount:	A3410.405	Work Uniforms	\$ 53.00
Decrease:	A3410.211	Retention	\$ 53.00

To provide uniform parkas for Hough and Vaughters.

A motion for Resolution was made by Commissioner Petroski, seconded by Commissioner Larson and unanimously passed to approve payment of Abstract #10 on October 16, 2018 for voucher #315 through #346 in the total amount of \$34,210.54

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

Communications: Request from Carter & Convoy for PCR regarding a patient.

Purchasing: (Com. De La Fleur)
Ordered Officer Parkas from MES
Ordered Structural Gloves from MES
Received Pelican Coolers for Apparatus
Received Fog Fluid for Training

Building and Grounds: (Com. Larson)
Capital Masonry repaired quoted \$530.0 to repair a loose cabinet door under kitchen sink.
Thank you to Chief Thornhill as he has repaired this.

Eastern Heating came to investigate a possible ceiling leak in the recreation room. No leak was found, advised to monitor for possible roof leak. Building systems switchover from summer to winter occurred. Life expectancy of systems will be researched for future budgeting.

The State Boiler Inspection due every two years by Travelers Insurance was completed.

Adirondack Overhead Doors repaired the front door of the ladder truck Apparatus Bay. New batteries and another remote control were given.

Mr. Help and Station keeper Brad cleaned all floors, furniture and tile throughout the building. Thanks for all of your hard work Brad. The building looks great.
Garbage was overflowing the dumpster on Open House day. The Board agrees the dumpster is prohibited from personal use. Only EGFD trash is to be thrown in the firehouse dumpster.

County Waste will be contacted on options on disposing of yard waste.

Weeds will be removed from the catch basins.

Linstar will be contacted regarding estimates on upgrading the door lock systems and computer.

Chief Thornhill will meet with Computer Sense to discuss IT maintenance, firehouse computer systems and upgrades before year's end.

Eliminator Pest control removed the ants in recreation room closet.

Sealed Snowplowing bids are being accepted on snow removal and salting of EGFD parking lot. Station keeper Brad will replace water stained ceiling tiles in Community and Recreation rooms.

Rainbow Lawn Sprinklers will shut off and winterize lawn sprinkler systems on October 30th.

Chief Thornhill will shut off outside water connected to sprinklers.

BH-BL Gutters cleaned out the gutters and will estimate the repair of rotted wood behind gutters.

Roof heat trace tape needs breaker in work room to be switched on when winter starts.

Estimates will be obtained to clean the (4) Apparatus Bay floor Drains.

Equipment & Apparatus: (Com. Petroski)

230 New vehicle committee to meet.

231 Vander Molen borrowed this apparatus for an event in Saratoga. Monitoring with Vander Molen High Temperature light. Exploring additional signage. Will need to be scheduled with Vander Molen for warranty repair to swap all compartment matting due to off gassing smell. The Board denies Vander Molen taking 231 to Sandford Heights for a demonstration as they previously allowed Vander Molen to take this vehicle to Saratoga and wants to keep it in service. They suggested hosting Sandford Heights at EGFD to look over our vehicle.

232 In house modifications of removing shelving to install medical equipment pending.

234 Town of Glenville inspected vehicle.

235 Vander Molen diagnosed pump leak issues. Estimate of \$3472.90 to repair leak and pump packing be replaced. Will schedule with Town of Glenville for inspection.

236 Vander Molen and EGFD monitoring Kneeling in Suspension believed to be from electronic valve. SCBA bottles to be hydro tested by MES.

237 One of the new tires was punctured. Town of Glenville replaced one new tire that was punctured. Researching slide out options.

238 This vehicle is up for replacement 2019. Running well, may need new tires in spring.

239 FF Labrie repaired various electrical lighting issues and installed 2 portable chargers. Researching slide out, Argus, back up camera and lights repair.

UTV Noticed crack in quarter turn valve. EGFD will repair. Will be winterized in November. PS Trax is operating. All Apparatus is now on PS Trax.

SCBA Hydro testing is being completed by MES. Some packs have bad boards. Cost to fix is estimated at \$160. Each. Scheduling to replace with industrial batteries every 6 months.

Finance and Budget: (Com. Pohl) A Public 2019 Budget Hearing and Special Commissioners Meeting will take place on October 16th at 7 pm. Public notice was placed in the Gazette.

Medical: (Com. Pohl) No Report

Legal and Insurance: (Com. Pohl) Upon looking for liability waiver forms for ladder tower rides at Open House, Commissioner Pohl contacted the insurance company and was advised that there is a risk to have the public on a piece of apparatus and advised against this for Open House.

Commissioner Pohl also contacted EGFD's lawyer and was advised that this is a big risk, not worth taking; times are different from the past and should only have trained people on the equipment. Commissioner Pohl and Commissioner Larson will meet with Bill Van Gorder with Mang Insurance to review insurance coverage for upcoming year. Commissioner Pohl is researching information and will provide a list of members who qualify for upcoming cancer benefits program to the insurance carrier.

Computer: (Com. De La Fleur) No Report

Personnel: (Com. Larson) No Report

Policies: (Com. De La Fleur) No Report

Use of Station: Community Room and Kitchen use for Amy Brown Baby Shower Oct 20th 9-4. FF Kevin Kea to host.

Accident Review Board: No report

LOSAP: (Com. De La Fleur) Chief is researching performance testing and evaluations of best practices of members to document qualifying points for LOSAP.

Old Business: No report

New Business:

Three sealed bids were submitted for winter season Snowplowing Services. DeMartino Bros. & Construction submitted a bid of \$7,500. Oct. 1st -April 15th Season. J&H Property Services submitted a bid of \$6,900. Nov. 15th -April 15th, and East Coast Seal coating submitted a bid of \$6,000. For Nov.-April.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and passed to accept the sealed bid of East Coast Seal coating for Snowplowing and Salting, Nov. 2018-April 2019 Winter Season for \$6,000. to be taken from to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.401a Snow Plowing. Commissioner Petroski abstained.

A motion was made by Commissioner Petroski, seconded by Commissioner Larson and unanimously passed to approve the purchase of firefighting Boots for Shawn Primett from MES for \$360.00 to be taken from A3510.200 Purchase Trucks & Equipment Subaccount A3410.203 Protective Clothing.

A motion was made by Commissioner Petroski, seconded by Commissioner Costello and unanimously passed to approve the purchase the repair of pump repacking on E235 from Vander Molen for \$3472.00 to be taken from A3410.420 Truck Repair & Maintenance Subaccount A3410.422 Truck Repair/Maint.

A motion was made by Commissioner Petroski, seconded by Commissioner Larson and unanimously passed to approve the purchase of (6) members Dress Uniforms from Galls for up to \$2,730.74 to be taken from A3410.460 Miscellaneous Subaccount A3410.462 Dress Uniforms.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed at 9:28 to adjourn.

Respectfully submitted,

Angel Vaughters
District Secretary