

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

Present: Commissioner Suzanne Pohl
Commissioner Brian De La Fleur
Commissioner Beth Larson
District Treasurer Jeffrey Prescott
District Secretary Angel Vaughters
Chief Ross Thornhill
Assistant Chief Rich Carr
House Steward Kevin Weber
Firefighter Dave Costello

The meeting was called to order by the Chairman of the Board Brian De La Fleur at 7:02 pm followed by the Pledge of Allegiance to the Flag.

A motion was made by Commissioner Pohl and seconded by Commissioner Larson and unanimously passed to appoint Dave Costello Commissioner of the Board for East Glenville Fire District #3 for the year 2018. Dave Costello was sworn in as Commissioner of the Board. EGFD welcomes Dave. His experience, dedication and service are very valuable to the firehouse and Board.

House Steward Kevin Weber requested the Board consider purchasing a new sectional couch to replace an old broken couch and pub tables with chairs for the recreational room. Kevin Weber will research and get estimates.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and passed to approve the amended minutes of the December 19, 2017 Board meeting. Commissioner Dave Costello abstained.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and passed to approve the amended minutes of the January 1, 2018 Special Installation meeting. Commissioner Dave Costello abstained.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and passed to approve the amended minutes of the January 2, 2018 Organizational meeting. Commissioner Dave Costello abstained.

Chief's Report: (Ross Thornhill)

EGFD responded to 76 calls in December. EGFD total calls for 2017 year: 826. Top 2017 Responders: Len Prevost:536, Sue Desbien:370, Robert Moore:357, Ross Thornhill:326, Bev Martinson:295, John Saupp:271, Sandy Chlopecki:258, Clem Schimikowski/Al Martin:257, Andy Pohl:249, Shawn Primett:246. Top responders for December were Leonard Prevost:57, Sue Desbien:40, Ross Thornhill:38, Nicole Porter:34, John Saupp/Andrew Pohl:32.

The new ER231 is nearing completion. Chief Thornhill requests that (4) Committee members travel to SUTPHEN factory to visually inspect the new engine prior to transport to Vander Molen then to EGFD in February or March 2018.

Congratulations Mike Meier! Mike was appointed EMS Captain of EGFD. New members Jeanne Foote, John Labrie and Miquel Rodriguez have been sworn in and will begin probationary fire training.

Thank you to the Board for supporting the in-house training and BEFO class. Lindsey Lancto and Nicole Porter are completing EMT training. Lindsey Tibbits, Mike Deyoe, Maria Westbrook and Nicole Porter are completing BEFO class at EGFD. Mike Meier completed BEFO and will start IFO in Saratoga County. Assistant Chief Richard Carr and Assistant Chief Clem Schimikowski completed their EMT Refresher. George Budeshiem is beginning EMT refresher, Ryan Yattaw is beginning Fire Officer 1. January 23 EGFD Drill with Alplaus FD will be hosting Amtrak rail training.

Assistant Chief Carr has reviewed annual training schedule with officers. Members please complete Target solutions training. Emails and distribution lists are being updated.

Three members were fit tested by Gibby's. EGFD provided coverage for Buekendaal FD Banquet night. A memorial service was held for Ken Posson, former Schenectady County Fire Coordinator.

Chief Thornhill requests the surplus of 5 garden hoses, old tool cabinet, flashlights, suspenders, high visible vests, non-complaint SCBA masks, gloves, police hats, and an old turnout coat.

The installation banquet was great and well attended especially given the subzero temperatures. Next year EGFD will celebrate its diamond 75th anniversary!

Chief Thornhill requests the purchase of:

PCR Lock box for EMS room	Amazon \$80.89 plus shipping
UTV Trailer Modification	Vander Molen \$990.
(2) Argus Thermal Image Camera Batteries	NY Fire Equipment \$336. each
(3) I pad replacements	Verizon \$680. each
PS Trax Vehicle Apparatus Software	PS Trax \$800.
Box of Flares	NAPA \$170.
Fleece Liner for Coat	MES \$75.
(2) Officer Parka for new officers	MES 270. each
Knox Box Key Secure for new ER231	Knox Box \$607.
(2) Scott SCBA Masks	Vander Molen \$300. each
Genesis Air Bag Kit	Vander Molen \$6502.70
Kodiak Strut System	Vander Molen \$8781.
Custom Helmet Shied for Captain EMS	Fire Store \$75.
R230 maintenance	Vander Molen \$308.71
U232 Up-fit Truck Cap/Cargo Slide	Vander Molen \$2999.78
LT 236 Light Install	Vander Molen \$130.

President's report: (Lindsey Lancto) (reported by Rich Carr)

Welcome Miquel Rodriguez. He was sworn in as an EGFD member last company meeting. Shawn Primett is on military leave.

Treasurer's report: (Jeffrey Prescott)

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

The bank statements for the month of December 2017 were reconciled by the Treasurer and presented to the Board for approval.

The bills for the month of January 2018 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 approve payment of Abstract #1 on January 15, 2018 for voucher #340 through voucher 51 in the total amount of \$138,614.02 and Abstract #1A for voucher #52 through #53 in the total amount of \$1440.61. #28 voucher holding payment until MES processes a corrected invoice.

Treasurer Jeff Prescott received notification of state insurance fund audit for workers compensation coverage and will schedule a meeting.

A motion for resolution was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve a 2018 budget amendment:

Increase	A3410.200	Purchase Trucks & Equipment	
Subaccount	A3410.207	Rescue Equipment	\$607.00
Increase	A5095	Appropriated Fund Balance	\$607.00

To purchase the Knox box Key Safe from Surplus Funds.

Communications: Elaine Erckman expressed congratulations to Beth Larson for her 5-year Commissioner term and praised the smooth running of commissioner elections in December.

Purchasing: (Com. De La Fleur)

The printer was installed in the administrative office. Any member can print to the firehouse.

Use: udo494ejsi354@hpeprint.com.

2 pallets of Ice Melt were received and are stored in the back garage.

The dispenser for the Apparatus Bay was installed by Hillyard.

Plungers for all restrooms were received from Hillyard.

MES online store account created.

Foot pedal or touch less faucet for sink in Decontamination room.

Building and Grounds: (Com. Larson)

The dryer vent is clogging. FF John Labrie has looked at this problem and has suggestions for recommended repair. Crisafulli Bros will repair.

An estimate was received from Demartino Construction for \$916.30 for the SCBA air compressor to be bolted to floor in mechanical room.

The main domestic water line in the apparatus bay is leaking. Suburban will repair.

Lewis Tree Service has requested parking their trucks in EGFD parking lot by the pavilion while completing pole and tree work on Route 50. The Board will try to negotiate with Lewis Tree for removal of the dead trees by the pavilion for use of the parking space.

Rise Engineering is still working on obtaining and installing the retro-fit energy upgraded can lights in the recreation room, community room and training room.

Commissioner Larson will get estimates for upgrading building security, keys and cameras.

The Trim above the apparatus bay door will have to be repaired in the spring.

Estimates for Logo mats and hall/floor mats for the building are being obtained.

Nest carbon monoxide detectors were received and will be installed in house.

Ballston Lake Gutters repaired of the gutter on the back of the building.

The kitchen dishwasher is broken; research and estimates will be obtained for new one.

Long term goals are to power wash the back garage, paint the radio room & administrative office, purchase new desk chairs, building water softener, remove dead trees, new lawn mower, rec room furniture, repair roof trim and siding.

Floor Drains in the apparatus bay need to be cleaned.

Equipment & Apparatus: (Com. Petroski)

230 alternating headlight bulbs to be replaced.

231 Officer side door latch issue repaired again.

232 Truck cap, cargo slide and lettering installed, up-fit items requested and lighting.

234 Plow and Salter installed. Test fitting old utility box from 232.

235 Misting nozzles out of service due to hard water, TIC installation by Vander Molen. Coolant leaking and Heat problem needs repaired.

236 UL testing Feb 6, 2018.

239 Battery replaced, needs back up camera, lights and siren alarm.

UTV need to research better securing methods on trailer.
 Snow Plow U-bolt repair and fluid changed maintenance to be scheduled by Vander Molen.
 The mechanical room is in need of a better storage cabinet and lock system.
 A bigger key box is needed in the officer's room.
 Radios and Pagers are being sent out to River Valley for repairs.
 FF Yattaw will assist in reprogramming portable radios with more channels.
 A New tool box and tool sets were purchased for mechanical room.
 MES completed SCBA pack testing and repair. All bottles need hydro testing in August.
 6 sets of Globe Gear order with MES

Finance and Budget: (Com. Pohl) No report

Medical: (Com. Pohl) Firefighter physicals will be in March.

Legal and Insurance: (Com. Pohl) Treasurer Jeff Prescott noticed and corrected a typo of the retainer fee of attorney Bill Young.

Computer: (Com. De La Fleur) The Board room TV bracket will be installed. Spectrum will be notified of loss of internet connection.

Personnel : (Com. Larson) Station Administrator hours are Monday, Wednesday, Thursday & Friday 9-1 pm.

Policies: (Com. De La Fleur) A gas card will be placed in each vehicle and drivers will have pin numbers.

Use of Station: No requests

Accident Review Board: No report

LOSAP: (Com. De La Fleur) Statistician John Saupp submitted the report of members who qualified for 2017 LOSAP benefits.
 EGFD needs to fully fund post entitlement benefits in March.

Old/Unfinished Business:

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the purchase a PCR lockbox for the EMS room from Amazon for \$89.90 to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.204 EMS Supply/Equipment.

A motion was made by Commissioner Pohl, and seconded by Commissioner Larson and unanimously passed to approve the installation of a donated trailer storage box on the UTV trailer to be installed by Vander Molen for \$990.00 to be taken from A3410.420 Truck Repair & Maintenance Subaccount A3410.422 Truck Repairs & Maintenance.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the purchase (2) Argus thermal image camera batteries from NY Fire Equipment for \$672.00 to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.207 Rescue Equipment.

A motion was made by Commissioner Larson and seconded by Commissioner Pohl and unanimously passed to approve the purchase (3) I-pads for replacement from Verizon for \$2040.00 to be taken from A3410.460 Miscellaneous Subaccount A3410.461 Computer.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the purchase a box of road safety flares from NAPA for \$130.00 to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.208 Safety Equipment.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the purchase a fleece coat liner for Chief from MES for \$75.00 to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.203 Protective Clothing.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the purchase a (1) Officer Parka from MES for \$270.00 to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.203 Protective Clothing.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the purchase PS-Trax inventory software from PS-Trax for \$762.00 for the first year to be taken from A3410.420 Truck Repair & Maintenance Subaccount A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Larson, and seconded by Commissioner Costello and unanimously passed to approve the purchase a Knox Box Secure for new ER231 from Knox Company for \$607.00 to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.207 Rescue Equipment.

A motion was made by Commissioner Larson, and seconded by Commissioner Costello and unanimously passed to approve the purchase (2) SCBA Masks from MES for \$600.00 to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.203 Protective Clothing.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the purchase a Genesis Airbag system from Vander Molen for \$6502.70 to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3440.207 Rescue Equipment.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the repair of 230 of headlight flashers from Vander Molen for \$308.71 to be taken from A3410.420 Truck Repair/Maintenance Subaccount A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the install on 236 of a Vulcan light box for \$130.00 to be taken from A3410.420 Truck Repair/Maintenance Subaccount A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the install on 232 of cargo dividers, lights and electrical from Vander Molen for \$2999.78 to be taken from A3410.420 Truck Repair/Maintenance Subaccount A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the purchase of a Captain of EMS helmet shield from MES not to exceed \$75.00 to be taken from A3410.200 purchase Trucks & Equipment Subaccount 3410.203 Protective Clothing.

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the securing of the air compressor to the mechanical room floor from DeMartino Construction for \$960.30 to be taken from A3410.400 Building Repair/Maintenance Subaccount A3410.401 Grounds & Buildings.

New Business:

A motion was made by Commissioner Larson, and seconded by Commissioner Pohl and unanimously passed to approve the surplus of 5 garden hoses, tool cabinet, 40 flashlights, suspenders, non-compliant vests, SCBA masks, box of gloves, turnout coat and fire police hats.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to adjourn at 10:18 pm.

Respectfully submitted,

Angel Vaughters
District Secretary