EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
February 19, 2018

Present: Commissioner Brian De La Fleur
Commissioner Beth Larson
Commissioner Mike Petroski
Commissioner Dave Costello
District Treasurer Jeffrey Prescott
District Secretary Angel Vaughters
1st Assistant Chief Rich Carr
House Steward Kevin Weber
Company President Lindsay Lancto
Company Vice President Hollie Abel

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

A motion was made by Commissioner Larson, and seconded by Commissioner Costello and passed to approve the minutes of the January 15, 2018 Board meeting. Commissioner Mike Petroski abstained.

Chief's Report: (Ross Thornhill)
EGFD responded to 86 calls in January. Top responders for January were Leonard Prevost:54, Nicole Porter:49, Ross Thornhill:43, Clem Schimikowski:41, Wayne Bunn:36.

Two new members will begin probationary fire training. Lindsay Lancto and Nicole Porter completed EMS training. Mike Meier started IFO. George Budesheim started EMT Refresher. Ryan Yattaw is signed up for Fire Officer 1 training.

Thank you to all that attended the joint Amtrak rail training drill and making it a success. Alplaus FD and Air National Guard FD covered EGFD's calls for banquet and company hockey night. We appreciate their continued support throughout the year.

Committee members traveled to Ohio and inspected the new ER 231. It will be delivered to the firehouse to determine tool mount locations then to Vander Molen for final tool mount. A training schedule is being developed and we are excited to use this new engine.

Chief Thornhill requests (5) members to attend NYS Fire Service Training Conference April 7th & April 8th for $96. + per diem travel expense each.

President's report: (Lindsay Lancto)
Company members had a great time at company ice hockey night.
EGFD Company winter party will be held on March 24, 2018 at The Factory from 5-9 pm.

Treasurer's report: (Jeffrey Prescott)
The bank statements for the month of January 2017 were reconciled by the Treasurer and presented to the Board for approval.

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

A motion for resolution was made by Commissioner Petroski, seconded by Commissioner Costello and unanimously passed to approve payment of Abstract #2 on February 19, 2018 for voucher #52 through #91 in the total amount of $55,730.68.

Treasurer completed sales tax refund claim of $92.04 from sales tax paid in 2017.

Treasurer Jeff Prescott is setting up a Key Bank US Treasury note investment account for EGFD to directly purchase treasury bills from the US Govt. Rates are over 1% with 30 day through 1 year maturity.

The 2017 Annual Update Document (AUD) needs Board review to file with the State Comptroller's Office by end of February.

EGFD finance auditors will be in house mid-March. Station Administrator will work those days.

A motion for resolution was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed to appropriate Assigned Unappropriated Fund Balance (Reserved for Encumbrances) as follows:

To:		A3410.200	Purchase Trucks & Equipment	
	Subaccount:	A3410.203	Protective Clothing	$ 9,979.40
To:		A3410.400	Building Repairs & Maintenance	
	Subaccount:	A3410.401	Building Maint & Repair	$ 1,600.00
To:		A3410.200	Purchase Trucks & Equipment	
	Subaccount:	A3410.207	Rescue Equipment	$16,428.00
To:		A3410.200	Purchase Trucks & Equipment	
	Subaccount:	A3410.207	Rescue Equipment	$ 398.00
To:	A5095	Appropriated Fund Balance		$28,405.40

To amend the 2018 budget for 4 sets of turnout gear, new ice cable controller, 2 new MSA Thermal Imaging Camera and 2 Milwaukee Tele Scene Lights ordered in 2017 and received in 2018.

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

To:	Increase	A3410.400	Building Repair/Maint	
	Subaccount	A3410.401	Building & Grounds	$4500.00
To:	Increase	A5095	Appropriated Fund Balance	$4500.00

To provide funding for new water softener system from excess 2017 Fund Balance.

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

To:	Increase	A3410.400	Building Repair /Maint	
	Subaccount	A3410.401	Building & Grounds	$12,630.00
To:	Increase	A5095	Appropriated Fund Balance	$12,630.00

To provide funding for new zero turn lawn mower from excess 2017 Fund Balance.

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

To:	Increase	A3410.400	Building Repair/Maint	
	Subaccount	A3410.401	Building & Grounds	$8460.00
To:	Increase	A5095	Appropriated Fund Balance	$8460.00

To provide funding for new recreation room furniture from excess 2017 Fund Balance.

Communications:
Association of Fire Districts Conference March 24 at Waters Edge Lighthouse Restaurant.
Fire District Affairs are offering Commissioner Training on March 3rd, for $125. at Wilton FD.

Purchasing: (Com. De La Fleur)
Tags, locker name labels and helmet labels received from Pendleton.
Sticker labels for white board in radio room by AJ Sign.
PCR locking mailbox received and installed.
Ordered lockbox for alarm room.
Foot pedal or touch less faucet for sink in Decon room being researched by Suburban Plumbing.
(2) sets Globe gear is on order with MES.
13 pagers sent for repair to River Valley Radio.
Argus Batteries ordered for Thermal Imaging Cameras.

Building and Grounds: (Com. Larson)
Crisafulli Bros maintenance service contract was signed and will include dryer vent clean out every 6 months. Please report any problems with clothes dryer to Board or Chiefs.

Beth Larson will research shelving ideas and estimates for the Decontamination room and Maintenance closet.

Demartino Construction will secure the SCBA air compressor to the floor in mechanical room in Mid-March.

Suburban Plumbing repaired the main domestic water line in the apparatus bay that was leaking.

Rise Engineering reports the install of the retro-fit energy upgraded can lights in the recreation room, community room and training room will take place in 4-6 weeks.
House Steward Kevin Weber submitted estimates for a flex steel sectional couch to replace a broken couch in the recreation room. Greens Furniture $8460. for all leather with 6 recliners, Ruby & Quiry for $8,563. for vinyl back with 4 recliners, and Old Brick for $9,070 vinyl back with 2 end recliners. Estimates for pub tables and chairs will be reviewed at a later time.

Commissioner Larson received estimates from Security Technologies for $ 11,796, Shepard Communications for $13,300, and Linstar for $ 19,909. to upgrade the building security, keys and cameras. A committee including Mike Petroski, Dave Costello and Chief Thornhill was assigned and will report their recommendations. Any member is welcome to join.

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

Nest Carbon Monoxide Detectors were purchased and will be installed in house.

Hillyard Cleaning Supplies estimates $1,522.63 (state contract pricing) for EGFD Logo mats and hall runners/floor mats for the building.

Estimates for the kitchen dish washer have been received. A Bosch dishwasher from Earl B. Feiden $798., Asco from Marcella's $1,099., GE from Greens $809. It was suggested that we remove the old commercial dishwasher and replace with a high end residential dishwasher. Suburban Plumbing will disconnect old dishwasher and Crawford Electric will hook up 110v.

Capital Masonry has submitted an estimate for $2,110. to remove the old heater/air conditioner in the administrative office and repair the wall including brick outside.

Station keeper Brad Hough will be painting the Radio room and new desk chairs will be ordered.

Estimates for a building water softener have been obtained from Perfect Water for $4,260, Culligan Water for $3,792, and North Country Water for $6,967.

Grasslands Equipment submitted an estimate of $12,626. (state contract pricing) for a Kohler Command zero turn lawnmower with bagger and Toro push mower to replace old lawnmower.

Equipment & Apparatus: (Com. Petroski)
230 Headlight bulb replaced. Forming Committee on purchase of new R230.
231 Replacing with new ER231. Prepare for sale; put out for bid.
232 Going for up-fit items and lighting at Vander Molen.
234 Plow extensively serviced. Test fitting old utility box from 232.
235 Nozzles out of service due to hard water, awaiting charger for TIC by Vander Molen.
236 UL testing March 13, 2018 date changed due to winter weather.
238 Inspected and brake repair by Morris Ford.
239 Battery replaced, needs back up camera, lights and siren alarm.
UTV Researching securing methods on trailer. Upgrades to trailer will be made.
Snow Plow U-bolt repair and fluid changed with extensive maintenance by Vander Molen.

A&B storage cabinets will be researched for better storage and locking in the mechanical room.
A bigger key box is needed in the officer's room.
Radios and Pagers were sent out to River Valley for repairs.
FF Yattaw will assist in reprogramming portable radios with more channels.

Finance and Budget: (Com. Pohl) The Board should consider seeking Deputy Treasurer.

Medical: (Com. Pohl) Firefighter physicals will be April 2,4,9,12th .
Captain Meier completed DOH paperwork requesting to administer Albuterol, Naloxone and Epi. We are awaiting Dr. Halbig and Mohawk Ambulance to sign off.

Legal and Insurance: (Com. Pohl) Insurance coverage for 2018 is complete. The new ER231 coverage increased and insurance coverage will start March 1st.

Computer: (Com. De La Fleur) PSTrax inventory software ordered.

Personnel : (Com. Larson) No report

Policies: (Com. De La Fleur) No report

Use of Station:
Company President Hollie Abel requests use of the Community Room on April 15, 2018 from 12-4 pm with tips bartender serving wine for a bridal shower.

Tammy Forlano requests the Community Room a Sunday in July for Spartan Youth Football Cheerleading Registration. Beth will send her building use application.

Accident Review Board: No report

LOSAP: (Com. De La Fleur) No report

Old/Unfinished Business: None

New Business:
Company President Lindsay Lancto and Company Vice President Hollie Abele requests the Board consider helping with costs to purchase Class B uniforms for members. An estimate from MES for (40) uniforms includes shirt, pant, belt $4,580/$114 per person. The Board will consider this request and report back to President.

A motion was made by Commissioner Petroski, and seconded by Commissioner Costello and unanimously passed to authorize a legal notice to put 231 out to bid in the Daily Gazette and give notice of sale to Association of Fire Districts of Capital Area, Vander Molen and NYS.
A motion was made by Commissioner Larson, and seconded by Commissioner Costello and unanimously passed to approve the purchase a Kinetico Water Softener dual tank system with no power requirement from Perfect Water for $4,260.00 to be taken from A3410.400 Building Repair & Maintenance Subaccount A3410.401 Building & Grounds.

A motion was made by Commissioner Larson, and seconded by Commissioner Costello and unanimously passed for (5) members to attend NYS Fire Service Training Conference for $480. Plus travel expenses to be taken from A3410.440 Training Subaccount A3410.441 Seminars & Membership.

A motion was made by Commissioner Larson, and seconded by Commissioner Costello and unanimously passed to approve the purchase a Zero Turn Lawnmower with bagger and Toro push mower from Grasslands Equipment for $12,626.68 (state contract pricing) to be taken from A3410.400 Building Repair/Maint Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, and seconded by Commissioner Costello and unanimously passed to approve the purchase of building Floor Mats with Logo from Hillyard for $1522.63 (state contract pricing) to be taken from A3410.400 Building Repair/Maint Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, and seconded by Commissioner Costello and unanimously passed to approve the purchase of a black Leather Sectional Couch with Recliners from Greens Furniture for $8,460.00 delivery to be taken from A3410.400 Building Repair/Maint Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, and seconded by Commissioner Costello and unanimously passed to approve the purchase of a Bosch dishwasher from Earl B. Feiden for $798. to be taken from A3410.400 Building Repair/Maint Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, and seconded by Commissioner Costello and unanimously passed to approve the removal of old heating unit and repair brick wall in Administrative Office by Capital Masonry for $2,110.00 to be taken from A3410.400 Building Repair/Maint Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, and seconded by Commissioner Costello and unanimously passed to approve the purchase of (3) Radio Room Chairs from BNSeating for $127.93 each plus shipping to be taken from A3410.400 Building Repair/Maint Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, and seconded by Commissioner Petroski and unanimously passed to accept and sign the Crisafulli Bros. Heating yearly 2018 service contract.

A motion was made by Commissioner Petroski, seconded by Commissioner Costello and unanimously passed at 9:43 pm to enter into executive session.

Respectfully submitted,

Angel Vaughters, District Secretary