

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
June 18, 2018

Present: Commissioner Brian De La Fleur
Commissioner Mike Petroski
Commissioner Suzanne Pohl
Commissioner Dave Costello
District Treasurer Jeffrey Prescott
District Secretary Angel Vaughters
Chief Ross Thornhill
Assistant Chief Clem Schimikowski

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 Petroski and seconded by Commissioner Pohl and passed to approve the minutes of the May 21, 2018 Board meeting.

Chief's Report: (Ross Thornhill)

EGFD responded to 69 calls in May. Top responders were: Leonard Prevost:60, Ross Thornhill:37, Clem Schimikowski:33, Robert Moore:24, John Labrie & Nicole Porter:23.

There is a lot of love around the firehouse and EGFD would like to Congratulate Lt. Nick & Lindsay Abel, Lindsey & Morgan Tibbitts and George & Emily Budesheim on their weddings this month. Maddie Berkowitz-Cersano resigned as a firefighter to pursue her education in Massachusetts. Good luck with all of your future endeavors Maddie! A huge thank you to Scott Fura for your assistance in repairing the buildings air conditioning! Its great to have knowledgeable and experienced members that help out EGFD. Lt. Abel, Lt. Budesheim and Lt. Primett conducted an internal Ladder Tower course. John Labrie and Lt. Budesheim will continue Fireground Strategies & Tactics training. John Labrie will attend Tactile Fireground Simulations training. Kevin Weber, John Labrie and Mike Meier will begin AVET (Schenectady Co). Mike Meier, George Budesheim and Jeanne Foote are taking Rescue Tech Basic Training. Rob Ankabrandt will attend Hazmat training in Saratoga. Mike Meier, Maria Westbrook, John Labrie and Rick Giaminelli will train at Pump Operator. Lt. Budesheim is enrolled in EVOC and along with Mike Meier are also enrolled in firefighter 2. Captain Jewell is coordinating DPO Training. Mask fit testing was complete with exception of Scott Fura which is a new member but is FF1 qualified. The day drill schedule changed to the first Tuesday of each month through October. EMO revised their training registration process and now allows members to direct sign up for classes. Members please include the chiefs on class requests and check the company board for no cost course offerings.

Thank you to the many members that volunteered at Niskayuna Fireworks on May 19th and Scotia Memorial Day Parade on May 23rd. Smart Tag Training was held on May 3. Air National Guard Family Day was on June 3rd. Chief Thornhill would like to say thanks for his ride in a

C130. Members worked hard on BHBL Flag Day Parade & Fireworks on June 7th. EGFD brought ER231 and the UTV to Celebrate Burnt Hills 100th Anniversary. A few members attended the Chiefs Convention at Turning Stone and researched ideas for new ER230. Captain Meier found a Ford F550 Crew Cab out of Syracuse with a box, slides and lighting package for \$110,000. EGFD participated in a full-scale exercise at Baptist Retirement Center on June 16th. EGFD will also attend the Alplaus Firefighter Games on July 3rd, Alplaus Parade on July 4th, YMCA Summer Camp on July 11th. Also, BHBL Summer Education students will be at the firehouse for a Fire Safety Presentation on July 16th. Members please sign up, have fun and show our East Glenville Pride.

Waterway Hose/Ladder/Appliance testing will be conducted at EGFD with multiple departments on July 17-19. CAP Graduation is on July 21st. The Mac Boston Training Seminar will be on Sept. 22nd, and EGFD will host its annual Open House on October 13th 2018.

Chief Thornhill is working with the Ladies Auxillary to help with a better phone tree process for a Code 7 (Food provided to firefighters when large fire or incident occurs). Chief also suggests Auxillary members having a key FOB for building access. The Ladies Auxillary expressed interest in planting flowers outside and/or memorial garden stones to make the firehouse look nice this summer. They are seeking donations but request \$200 to purchase flowers to plant by the front sign and in planters by Apparatus Bay doors.

President's report: No Report

Treasurer's report: (Jeffrey Prescott)

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

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

Treasurer Jeff Prescott is working on the 2019 Budget due to start by end of July.

Treasurer reviewed the audited financial statements. The Audit Report is due to the State Comptroller's Office by the end of month.

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

Increase:	A3410.200	Purchase Trucks & Equipment	
Subaccount:	A3410.205	Extinguishers/Powder	\$217.00
Decrease:	A3410.200	Purchase Trucks & Equipment	
Subaccount:	A3410.206	Radios & Alarms	\$217.00

To provide funding for Vehicle Extinguisher Inspection & Hydrostatic Tests.

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

Increase:	A3410.460	Miscellaneous	
Subaccount:	A3410.467	Physicals & Tests	\$190.00
Decrease:	A3410.190	Contingency	\$190.00

To allocate Contingency Funds to cover the cost of additional Physicals.

A motion for Resolution was made by Commissioner Petroski, seconded by Commissioner Larson and unanimously passed to approve payment of Abstract #6 on June 18, 2018 for voucher #206 through #231 in the total amount of \$202,423.14.

A motion for Resolution was made by Commissioner Pohl, seconded by Commissioner Costello and unanimously passed to approve payment of \$1754.14 to Vander Molen for repair of hydraulic fluid drain and refill on LT-236 to be taken from A3410.422 Truck Repairs & Maint.

A motion for Resolution was made by Commissioner Petroski, seconded by Commissioner Costello and unanimously passed to approve payment of \$55.98 to National Grid for area lighting to be taken from A3410.480 Gas& Electric.

A motion for Resolution was made by Commissioner Petroski, seconded by Commissioner Costello and unanimously passed to approve payment of \$84.65 to The Town of Glenville for Water Usage 6/1/2017-5/31/2018 to be taken from A3410.480 Gas & Electric for Water Usage.

A motion for Resolution was made by Commissioner Pohl, seconded by Commissioner Costello and unanimously passed to authorize check signers as Treasurer and Deputy Treasurer individually.

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

Communications: None

Purchasing: (Com. De La Fleur)

1 Officer Parka from MES for \$270. For Lt. Weber

All SCBA bottles need hydrotested in June by MES.

Building and Grounds: (Com. Larson)

Capital Construction will be in beginning of July to repair the rear entrance entryway soffit that is damaged. They will also repair missing wood trim above rear Apparatus bay door.

Rise Engineering completed the lighting retrofit with the exception of two ground lights by the front sign. The lights are ordered and will be installed by Rise once received.

Crisafulli Bros completed semi-annual maintenance on the heating/cooling system. The Board is not satisfied with the last maintenance as air handler belts were found cracked and broken, leaving A/C in offices not to work. FF Scott Fura and Chief Thornhill repaired the broken belt

and got the A/C working. The Boiler was not shut down for summer service, air handler belts cracked and broken, and wrong air filter size was used by Crisafulli. They will submit a quote to repair the boiler pump oil leak. The Board agrees that this contract has not been completed thoroughly by Crisafulli and Commissioner DeLaFleur will draft a letter stating unsatisfactory service was received and EGFD does not want to pay the service invoice for spring maintenance.

Eastern Heating submitted an estimate of \$4638. To recondition (2) boiler heat pumps.

Station keeper Brad will power wash the garage and paint the door in the summer.

Garage Door Openers with keypad will be researched for the back garage.

Estimates for Overhead Door maintenance and building door adjustments being researched.

The security committee will meet in the fall to discuss options and budgeting regarding the purchase of building security cameras.

Suburban Plumbing will better fasten the Decon Room foot pedals.

Station keeper Brad will paint the repaired hydraulic doors in the Apparatus Bay.

An estimate of \$666.71 from National Business Furniture was submitted for an Administrator desk.

Chief Ross Thornhill installed CAT 5 ethernet cable in Administration Office.

A locking filing cabinet recycled from the Administration office was relocated to the EMS room for PCR reports.

Chief Thornhill will inspect the utility trailer wheel and have repairs made if needed.

The Town of Glenville repaired the potholes by the fire hydrant.

Equipment & Apparatus: (Com. Petroski)

230 Adding new Life pack 12. The Committee is researching ideas for the new R230.

New ER231 is in full service. Vander Molen replaced caps on door bars, AJ Sign will quote additional signage and lettering. Vander Molen requested vehicle at Chiefs Show. River Valley Radio completed installation of mobile radio. Smart tag Incident Board Purchased for vehicle.

232 Researching to add backup medical equipment.

234 Fire Police equipment added.

235 2 ½ control lever valve was repaired by Vander Molen. New steam light purchased.

236 Leak in front suspension repaired by Vander Molen. Checking with Spartan regarding possible electronic valve problem. Vander Molen is repairing.

237 Researching slide out.

239 Researching slide out, Argus, back up camera, lights and siren alarm repair by Vander Molen and Whelan. FF Gallinant will move speaker for better sound.

UTV Used at Fire and Fireworks without incident.

14 pagers repaired by River Valley Radio. County requested radio count for new radio grant.
Ordering more batteries.

Utility Room has been cleared, Floor needs to be cleaned.

FF Jones and Captain Meier put new door strut of SCBA fill door, now working properly.

Haight Fire Equipment completed annual service of bottle fill station. Air test failed and fill station was out of service. Chief drained system and MES retested and it Passed. Chief ordered check test for Chiefs to utilize.

SCBA Bottles hydrotesting by MES.

Ordered and awaiting delivery of wildland jumpsuits.

SOG/PESH Committee needs to meet.

Finance and Budget: (Com. Pohl) Treasurer Prescott reviewed, questioned and corrected the Audited Financial Statements. The financial report from Bryans & Gramuglia will be received end of month. The Treasurer is also working on 2019 Budget to begin in July.

Medical: (Com. Pohl) EAP offers additional courses for \$190. Board agrees to opt out of this additional training as it is not needed at this time.

Legal and Insurance: (Com. Pohl) Commissioner Pohl reviewed insurance amounts for vehicle and equipment. EGFD has \$200,000 per occurrence which is adequate coverage amounts for equipment.

Computer: (Com. De La Fleur) No report

Personnel: (Com. Larson) Station Administrator Angel will be on vacation July 2-10. Miquel Rodriguez is no longer an EGFD member and has returned all EGFD equipment.

Policies: (Com. De La Fleur) Whistleblower Policy is being researched.
Parking lot Usage/Storage Policy needed.

Use of Station: Board Approved Jim Jones use of Pavillion on 6/24.
John Saupp's request for use on 6/16 will be rescheduled.

Accident Review Board: No report

LOSAP: (Com. De La Fleur) No report

New Business:

A motion was made by Commissioner Pohl, seconded by Commissioner Costello and unanimously passed to approve the purchase of Administrative Desk for office renovation from Bestar Furniture for \$666.71 To be taken from A3410.400 Building Repair/Maint Subaccount A3410.402 22New Paint/Wallpaper.

A motion was made by Commissioner Pohl, seconded by Commissioner Costello and unanimously passed to approve the purchase of a Lieutenant Officer Parka from MES for \$270.00 To be taken from A3410.200 Purchase Trucks & Equip Subaccount A3410.203 Protective Clothing.

A motion was made by Commissioner Pohl, seconded by Commissioner Costello and unanimously passed to approve the purchase of a landscaping plants and flowers from local plant nursery for \$200.00 To be taken from A3410.211 Retention.

A motion was made by Commissioner Petroski, seconded by Commissioner Costello and unanimously passed to approve the purchase of dryer vent cleaning from Crisafulli Bros. for \$125.00 To be taken from A3410.400 Building Repair/Maint Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed to adjourn at 9:15 pm.

Respectfully submitted,

Angel Vaughters, District Secretary