

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
March 16, 2015

Present: Commissioner Gerald Cullen
Commissioner Paul Stuart
Commissioner Suzanne Pohl
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
1st Assistant Chief Ross Thornhill
2nd Assistant Chief Rich Carr
Station Keeper Arnold Briscoe
President Ben Ferretti
Firefighter Jack Erckman

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

The following bids were received for the purchase of a Chief's vehicle:

KME
Airport Industrial Park
68 Sicker Road
Latham, New York 12110

Morris Ford, Inc.
872 Saratoga Road
Burnt Hills, New York 12027

Bid Amount \$42,413.42

Bid Amount \$49,653.75

A motion was made by Commissioner Pohl and seconded by Commissioner Cullen and passed to approve the amended minutes of the February 16, 2015 Board meeting. Commissioner Pohl and Commissioner Cullen voted yes. Commissioner Stuart abstained.

A motion was made by Commissioner Pohl and seconded by Commissioner Cullen and passed to approve the minutes of the Executive Session held on February 16, 2015. Commissioner Pohl and Commissioner Cullen voted yes. Commissioner Stuart abstained.

Chief's Report: see attached (1st Assistant Chief Thornhill)

President's Report: see attached (Ben Ferretti)

Sean Thibault needs a Class A uniform.

A request was received for the purchase of a kitchen faucet.

Treasurer's Report: see attached (Jeffrey Prescott)

A motion for Resolution was made by Commissioner Stuart, seconded by Commissioner Pohl and unanimously passed to approve the following Budget Amendments:

Motion for Resolution to appropriate Assigned Unappropriated Fund Balance
(Reserved for Encumbrances) as follows:

To: A3410.462 Dress Uniforms
\$213.95

To: A5095 Non-Revenue Receipts
\$213.95

For Dress Uniform needs - George Budesheim

To: A3410.207 Rescue Equipment \$11,740.00

To: A5095 Non-Revenue Receipts
\$11,740.00

For Polaris 6x6 UTV

To: A3410.207 Rescue Equipment \$6,900.00

To: A5095 Non-Revenue Receipts
\$6,900.00

For Firelite FDH-203 skid Unit for UTV

Adjustment to Fund Balance related to the above:

From: A915 Assigned Unappropriated Fund Balance
\$19,240.00

To: A912 Unrestricted Fund Balance \$
386.05

To: A5096 Non-Revenue Receipts
\$18,853.95

To reverse the 2014 encumbrances related to the above

A motion for Resolution was made by Commissioner Pohl, seconded by Commissioner Stuart and unanimously passed to approve the payment of Abstract #3 dated March 16, 2015 for item #80 through item #115 in the amount of \$28,735.86.

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

The bank statements for the month of February, 2015 were reconciled by the deputy treasurer and were presented for the Board's approval.

The bills for the month of February, 2015 were reviewed by Commissioner Cullen and presented for the Board's approval.

The treasurer reported that the Annual Financial Report, Update Document, for the Fire District of East Glenville No. 3 for the fiscal year ended 12/31/2014 was filed on February 23, 2015 with the New York office of the State Comptroller.

Secretary's Report: see attached (Elaine Erckman)

Station Keeper's Report: see attached (Arnold Briscoe)

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Communications

An announcement was received from The Pinsky Law Group regarding a Fire & EMS Law & Management Conference to be held on March 26-March 29, 2015 at the Turning Stone Casino & Resort.

Registration forms were received from the Association of Fire Districts of the State of New York for the annual meeting to be held April 15 through April 19, 2015 at the Albany Marriott, Albany, NY.

A letter was received from Marks Adjustment, Inc. pursuant to FOIL regarding the fire located at 17 Onderdonk Road on February 18, 2015.

A letter was received from the Schenectady County Legislature with an attached check in the amount of \$12,500. This amount represents the funding awarded to East Glenville Fire Department for a grant through the Schenectady County Fire Safety Award Program. A utility terrain first response vehicle was purchased with the grant.

Committee Reports

Purchasing: no report (Commissioner Cullen)

Building & Grounds (Commissioner Cullen)

The following service contracts were presented for the maintenance of the backup generator:

Capital Power
500 Elk Street
Albany, New York 12206

Kinsley Power Systems
83 Railroad Avenue
Albany, New York 12205

Contract amount \$ 820 per year

Contract amount / Level 1 \$308
Level 2 \$428

Equipment: no report (Commissioner Schimikowski)

Finance and Budget: no report (Commissioner Pohl)

Medical (Commissioner Pohl)

The signup sheet for the annual firefighter physicals by Dr. Buff has been posted. The physicals will be scheduled for Tuesday, March 24 and Wednesday, March 25, 2015.

Ben Ferretti has filed the paperwork through the station keeper for an incident he experienced at the firehouse in February 2015.

Legal and Insurance (Commissioner Pohl)

The incident involving the snowplow and standby generator is still pending.

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Computer: no report (Commissioner Stuart)

Personnel: no report (Commissioner Schimikowski)

The payroll summary was presented for February 17 through March 16, 2015.

Policies: no report (Commissioner Stuart)

Apparatus (Commissioner Schimikowski)

Two bids were received for the chief's vehicle.

The UTV has been delivered and the skid mount has been installed.

Use of Station: no report (Commissioner Stuart)

Accident Review Board (Commissioner Schimikowski)

Snow plow/backup generator claim is still pending.

LOSAP (Commissioner Schimikowski)

Jeffrey met with Cathreen Sibol from VFIS regarding the districts LOSAP program. He will meet with Commissioner Schimikowski with the results of this meeting.

Unfinished Business

- UTV – received

- Purchase of Class A uniform for FF Budesheim – done

- Wallpaper for entry area and hallways – done

- Gordon Cooper repairs in meeting room – done

- Training on iPads – pending

- Phone Plan – pending

- Hose testing – numerous fire departments interested – pending

New Business

Upstate Laser Wash has offered a car wash program for the district vehicles at a cost of \$200 for 50 washes.

The treasurer has obtained Hess gas cards for the use by the chief's.

A motion was made by Commissioner Pohl, seconded by Commissioner Stuart and unanimously passed to allow the use of gas cards by the chief's to be administered by the treasurer.

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A motion was made by Commissioner Stuart, seconded by Commissioner Pohl and unanimously passed to purchase a kitchen faucet from Lowe's at a cost not to exceed \$220 to be taken from account A3410.401 Grounds & Buildings.

A motion was made by Commissioner Pohl, seconded by Commissioner Stuart and unanimously passed to approve the purchase of a Class A dress uniform for FF Sean Thibault not to exceed \$500 to be taken from account A3410.462 Dress Uniforms.

A motion was made by Commissioner Pohl, seconded by Commissioner Stuart and unanimously passed to approve the purchase of a maintenance contract for the standby generator from Capital Power in the annual amount of \$820 to be taken from account A3410.401 Grounds & Buildings.

A motion was made by Commissioner Stuart, seconded by Commissioner Pohl and unanimously approved to adjourn at 8:40 pm.

Respectfully submitted,

Elaine Erckman
District Secretary

