EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
May 18, 2015

Present:
Commissioner Gerald Cullen
Commissioner Beth Larson
Commissioner Paul Stuart
Commissioner Suzanne Pohl
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
Chief Andrew Pohl
1st Assistant Chief Ross Thornhill
2nd Assistant Chief Rich Carr
Station Keeper Arnold Briscoe
President Ben Ferretti
Vice President Robert Moore
Firefighter Jack Erckman
Jayme McRee – Capital EAP

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.

Station Keepers report: see attached (Arnold Briscoe)

Jayme McRee, a representative from Capital EAP, gave a presentation on the First Responder Program which includes counseling service, crisis intervention and education.

A motion was made by Commissioner Stuart and seconded by Commissioner Pohl and passed to approve the amended minutes of the April 20, 2015 Board meeting. Commissioner Stuart, Commissioner Pohl and Commissioner Cullen voted yes. Commissioner Larson abstained.

A motion was made by Commissioner Stuart and seconded by Commissioner Pohl and passed to approve the minutes of the April 20, 2015 Executive Session. Commissioner Stuart, Commissioner Pohl and Commissioner Cullen voted yes. Commissioner Larson abstained.

A motion was made by Commissioner Stuart, seconded by Commissioner Pohl and unanimously passed to approve the minutes of the Special Board meeting held on April 28, 2015.

Chief's report: see attached (Chief Pohl)

Training report: see attached (Chief Thornhill)

President's report: see attached (Ben Ferretti)

Treasurer’s report: see attached (Jeffrey Prescott)

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.

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve the payment of Abstract #5 dated May 18, 2015 for item #149 through item #179 in the amount of $41,497.53.

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

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

A motion was made by Commissioner Pohl, seconded by Commissioner Stuart and unanimously passed to approve the payment to National Grid for the “private light” in the amount of $46.56 to be taken from account A3410.480 Gas & Electric.

A motion was made by Commissioner Pohl, seconded by Commissioner Stuart and unanimously passed to approve the payment to Adirondack Overhead Door for preventive maintenance on all doors and replacement of four (4) oval windows in the amount of $513.00 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 payment to Griffins Motor Sports for the roof, windshield, winch and installation on the UTV in the amount of $1,605.47 to be taken from account A3410.207 Rescue Equipment.

A motion was made by Commissioner Stuart, seconded by Commissioner Pohl and unanimously passed to approve the payment to reimburse Ross Thornhill for two (2) batteries to replace old ones from R-233 camera in the amount of $27.98 to be taken from account A3410.424 Equip Mechanical/Elec.

Secretary's report: (Elaine Erckman)

Made copies of policies that need to be signed by new commissioner Beth Larson.

Sent a letter to Morris Ford informing them that we had accepted their bid for the purchase of one (1) 2014 Ford F150 4x4 Super Crew.

Reconciled the bank statements for the month of April.

Communications

A confirmation of change regarding adding the Master Tow Ramp Gate Trailer dated May 7, 2015 was received from NBT-Mang Insurance Agency.

Committee Reports

Purchasing (Com. Cullen)

Capital Power will return to complete the repairs to the standby backup generator.

The hose testing will be done on Friday, July 10, 2015 by Waterway Inc.

Building and Grounds: covered in Station Keeper's Report (Com. Cullen)

Equipment: covered in Chief's Report (Com. Schimikowski)

Anticipated delivery of the new Chief's vehicle is the week of June 22nd. The current Chiefs vehicle will be surplussed as soon as the new one is in service.

Finance and Budget (Com. Pohl)

The treasurer has developed a savings plan for the tax freeze requirements for year two of the tax freeze laws. The consolidation of E-231 and R-233 into a single Rescue Pumper is projected to save $15,605 annually for the year 2017, 2018 and 2019. Also included is the cooperation agreement we have with FD2, FD5, FD6, FD8 and the Town in securing a better rate for workers compensation insurance for the firefighters. Based on the rate we have for 1/1/15 – 6/30/15, the projected annual savings will be $8,600 for each year of 2017, 2018 and 2019. The plan needs to be sent to the NYS Division of the Budget by May 31, 2015. This plan needs to be certified by the Chairman of the Board and the Chief Financial Officer. Once the plan is approved by the NYS Division of the Budget and we are in compliance, the taxpayers will receive a tax refund.

Medical (Com. Pohl)

The following personnel have not completed the required annual physical and as per the Boards policy, they are restricted from firematic activity; Kevin Andrew, Megan Antrim and Leslie Greenough.

Legal and Insurance (Com. Pohl)

Commissioner Pohl has been in contact with the district's insurance agency regarding the snowplow/backup generator incident. They need copies of all invoices pertaining to this claim and as soon as they review such copies, they will file a large loss report and send the district a check. The truck damage was less than the deduction, which is $1,000, therefore the district must pay all the costs incurred.

The UTV and it's accessories is covered for up to $25,000. The age of the operators is up to the district. The age will remain twenty-one (21) years of age to operate any apparatus.

Computer (Com. Stuart)

Commissioner Stuart stated that the iPad training will take place at the fire station on Saturday, June 13, 2015 at 9:00 am.

Personnel: no report (Schimikowski)

Policies: no report (Com. Stuart)

Apparatus: covered under Chief's report (Com. Schimikowski)

Use of Station: no report (Com. Stuart)

Accident Review Board: no report (Com. Schimikowski)

LOSAP: no report (Com. Schimikowski)

Unfinished Business

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve the East Glenville Fire District #3 Optional Cell Phone Plan for Active Members/District Phone Plan Policy as of this date May 18, 2015. A representative will come to the firehouse and present the plan to the members.

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve the Capital EAP First Responder Program/Counseling Services, Crisis Intervention & Education at a cost of $39 a member, $49 set up fee and $195 training fee to be taken from account A3410.211 Retention & EAP.

New Business

A motion was made by Commissioner Pohl, seconded by Commissioner Stuart and unanimously passed to approve the purchase of #2651 Knox Box Access Controls for 239, 238 and 235 from the Knox Company at 1601 W. Deer Valley Rd, Phoenix, AZ including installation and software at a cost not to exceed $4,000.00 to be taken from account A3410.206 Radios/Alarm. Knox Box Company is a sole source provider for this product.

A motion was made by Commissioner Pohl, seconded by Commissioner Stuart and unanimously passed to approve the following items at the Chief's request;

Install iPad mounting bracket in 2011 Expedition at a cost not to exceed $200 to be taken from account A3410.206 Radios/Alarms.

Install Saratoga County portable radio charger in 2011 Expedition at a cost not to exceed $200 to be taken from account A3410.206 Radios/Alarms.

Install HT1250 portable radio charger at a cost not to exceed $200 to be taken from account A3410.206 Radios/Alarms.

Adjourn

A motion was made by Commissioner Stuart, seconded by Commissioner Pohl and unanimously passed to adjourn at 9:45 pm.

Respectfully submitted,

Elaine Erckman
District Secretary