

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

Present: Commissioner Gerald Cullen  
Commissioner Clem Schimikowski  
Commissioner Beth Larson  
Commissioner Suzanne Pohl  
District Treasurer Jeffrey Prescott  
District Secretary Elaine Erckman  
Chief Andrew Pohl  
1<sup>st</sup> Assistant Chief Ross Thornhill  
President Ben Ferretti  
Firefighter Jack Erckman

The meeting was called to order by the Chairman of the Board Gerald Cullen at 7:09 pm followed by the Pledge of Allegiance to the Flag.

A motion was made by Commissioner Pohl and seconded by Commissioner Larson and passed to approve the amended minutes of the October 19, 2015 Board meeting. Commissioner Pohl, Commissioner Larson and Commissioner Cullen voted yes. Commissioner Schimikowski abstained.

A motion was made by Commissioner Pohl and seconded by Commissioner Larson and passed to approve the minutes of the October 19, 2015 Executive Session. Commissioner Pohl, Commissioner Larson and Commissioner Cullen voted yes. Commissioner Schimikowski abstained.

A motion was made by Commissioner Pohl and seconded by Commissioner Larson and passed to approve the minutes of the Public Hearing for the Budget of 2016 held on October 20, 2015. Commissioner Pohl, Commissioner Larson and Commissioner Cullen voted yes. Commissioner Schimikowski abstained.

A motion was made by Commissioner Pohl and seconded by Commissioner Larson and passed to approve the minutes of the Special Board meeting held on October 20, 2015. Commissioner Pohl, Commissioner Larson and Commissioner Cullen voted yes. Commissioner Schimikowski abstained.

A motion was made by Commissioner Pohl and seconded by Commissioner Larson and passed to approve the minutes of the Special Board meeting held on October 22, 2015. Commissioner Pohl, Commissioner Larson and Commissioner Cullen voted yes. Commissioner Schimikowski abstained.

Chief's Report: see attached (Chief Andrew Pohl)

Chief Pohl requested that the Board transfer the physical and fit test for Hollie Abel from Alplaus Fire Department to East Glenville Fire District #3. If so approved, she will be sworn in at the next available date.

A discussion was held in regards to replacing the treadmill in the Moffett Fitness Center.

A request has been made to purchase twelve (12) batteries for the HT1250 radios at a cost of \$54 each.

A request has been made to purchase a stokes basket for the UTV at a cost of \$329.00.

President's Report: see attached (Ben Ferretti)

Earl Crossway has requested Life Member inactive status in the East Glenville Fire Company.

Arrangements have been made to store the Sanford fire truck for the winter. Commissioner Pohl will need to contact the district's insurance agent as to whether the district has off site insurance to cover the truck while it is in storage.

Treasurer's Report: see attached (Jeffrey Prescott)

The treasurer is going to contact the employees of the district to see if any of them are interested in participating in the Deferred Compensation Plan.

The treasurer stated that he is running low on check stock and will need to order more for the first of the year.

A motion was made by Commissioner Pohl, seconded by Commissioner Schimikowski and unanimously passed to approve the treasurer's report as presented to the Board.

A motion for Resolution was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to approve amended Abstract #11 dated November 16, 2015 for voucher #357 through voucher #391 in the amount of \$27,887.49. Voucher #363 to Arrowhead Equipment for Repair Seat Belt LT236 in the amount of \$929.14 will be held.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to approve the payment to Arrowhead Equipment the amount of \$118.75 for the diagnosis of the seat belt on 236 and \$780.42 for the preventative maintenance on 233 to be taken from account A3410.422 Truck Repair/Maintenance.

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

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

Secretary's Report: see attached (Elaine Erckman)

## Communications

A FOIL Request was received for 290 & 300 Saratoga Road, Glenville, New York regarding any fire, spill, storage tank, petroleum and/or hazardous substances handled/stored on-site. Commissioner Cullen responded to their request stating after a review concerning the properties that the East Glenville Fire Department is not aware of any petroleum tanks or hazardous substances stored on the property in question.

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

## Committee Reports

Purchasing: no report (Commissioner Cullen)

Building and Grounds (Commissioner Cullen)

A group of inmates from the Schenectady County Sheriffs Departments came and started removing the shrubs by the sign in front of the station.

Equipment (Commissioner Schimikowski)

The test results and certification came back from Analytical Chemists, Inc. for the Grade D air analysis of the air compressor.

A meeting was held with Arrowhead Equipment regarding the outstanding repairs on equipment and all repairs are now up to date. It was explained that all future invoices are to be itemized and that the district needs to receive quotes prior to work being approved.

A vendor log will be initiated at the fire station requiring all vendors performing work to sign in and sign out.

Arrangements will be made to have the inspection done on 235 with the Town of Glenville.

The following proposals were received for an engine-rescue apparatus;

KME Fire Apparatus  
Sutphen Fire Apparatus  
Roberts Fire Apparatus  
Garrison Fire Apparatus  
VRS Fire Apparatus

The truck committee will get together to review the proposals.

Finance and Budget: no report (Commissioner Pohl)

Medical (Commissioner Pohl)

Commissioner Pohl has ordered packets from EAP.

Legal and Insurance: no report (Commissioner Pohl)

Computer (Commissioner Stuart)

The district needs to research the purchase of a new computer LOSAP program.

Personnel (Commissioner Schimikowski)

The time clock has been received and will be installed in the near future.

Policies (Commissioner Stuart)

The treasurer is working on a Fund Balance Policy.

Apparatus: Covered in the Equipment Committee (Commissioner Schimikowski)

Use of Station: no report (Commissioner Stuart)

Accident Review Board: no report (Commissioner Schimikowski)

LOSAP: covered in Computer Committee (Commissioner Schimikowski)

Unfinished Business

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to approve the transfer of the physical and fit test for Hollie Abel from Alplaus Fire Department to East Glenville Fire Department.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to approve the following regarding the Commissioner Elections:

A candidate must file a petition with the Board of Commissioners consisting of twenty-five (25) residents who are registered voters in the district by the November Board meeting.

A Board of Elections comprising of three members are to be contacted to serve on the elections and they will be compensated at a cost of \$35 each to be taken from account A3410.465 Advertising & Vote.

Request the Schenectady Board of Elections deliver a list of residents registered to vote.

Place a Notice of Elections in the legal section of the Daily Gazette at a cost to be taken from account A3410.465 Advertising & Vote.

A discussion was held regarding the conflict of the Commissioner Elections and the fire company meeting to be held on the same date which is the second Tuesday in December. The conclusion was that the elections will be held in the commissioner's room and the fire company will hold their meeting in the meeting room. The secretary will contact the station keeper to have signs available to advise residents where to cast their vote.

#### New Business

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to approve the purchase of twelve (12) batteries for the HT1250 radios at a cost of \$54 each for a total of \$648 to be taken from account A3410.206 Radios/Alarm.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to approve the purchase of one (1) stokes basket for the UTV at a cost of \$329.00 to be taken from account A3410.207 Rescue Equipment.

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to adjourn to Executive Session at 9:19 pm.

Respectfully submitted,

Elaine Erckman  
District Secretary