

EAST GLENVILLE FIRE DISTRICT #3  
BOARD OF COMMISSIONERS MEETING  
December 19, 2016

|          |                                                |                  |
|----------|------------------------------------------------|------------------|
| Present: | Commissioner Clem Schimikowski                 | Kyle Miller      |
|          | Commissioner Elect Brian De La Fleur           | Dana Miller      |
|          | Commissioner Beth Larson                       | Rachael Duff     |
|          | Commissioner Suzanne Pohl                      | Dan Biesty       |
|          | Commissioner Gerald Cullen                     | Victoria Viscusi |
|          | Commissioner Elect Michael Petroski            | Bill Van Gorder  |
|          | District Treasurer Jeffrey Prescott            |                  |
|          | District Secretary Elaine Erckman              |                  |
|          | Chief Andrew Pohl                              |                  |
|          | 1 <sup>st</sup> Assistant Chief Ross Thornhill |                  |

The meeting was called to order by the Chairman of the Board Gerald Cullen at 7:07 pm followed by the Pledge of Allegiance to the Flag.

Bill Van Gorder from NBT-Mang Insurance Agency presented the insurance policy coverage for the year 2017. The premium for the district's coverage for the year 2017 is Accident & Health at \$3,420.00 and Property & Casualty at \$28,667.00.

Information was presented for a Group Term Life Insurance Policy. The district needs to present a roster of the members listing their name, gender and date of birth and a quote will be presented to the district for review.

A motion was made by Commissioner Pohl, seconded by Commissioner Schimikowski and unanimously passed to approve the amended minutes of the November 21, 2016 Board meeting.

Chief's report: see attached (Andrew Pohl)

The Chief welcomed the students from Burnt Hills-Ballston Lake government class.

EGFD has answered 905 alarms to date. The top responders are Len Prevost, Ross Thornhill, Clem Schimikowski, Gerald Cullen, Robert Moore, Alexander Chlopecki and Albert Martin.

Chief Pohl thanked the officers for filling in for him while he was out of service.

On behalf of the officers he would like to thank Commissioner Clem Schimikowski for his service to the board over the past five years. He has helped lead the District through significant challenges and projects. Thank you for your leadership, guidance and more importantly your friendship.

An ISO report was sent in September of 2015 and an answer was received on December 10, 2016. The report is broken down in three parts; fire apparatus, water supply and dispatch procedures. EGFD did not score favorably on the dispatch survey. This impacts the ISO rating for homeowners and commercial insurance users when the rate is set by their insurance company. It also reflects on the district. The district needs to confirm that we received the letter and Chief Pohl would like to talk to the dispatchers to gain more clarification in regard to their survey answer.

President's report: see attached

Lindsey Tibbetts and Michael Deyoe have been sworn in as members of EGFD. Arnold Briscoe has resigned as a life inactive member. He will now be life inactive.

The following have been elected as officers for the year 2017;

|                               |                   |                |                  |
|-------------------------------|-------------------|----------------|------------------|
| Chief:                        | Andrew Pohl       | President:     | Shawn Primett    |
| 1 <sup>st</sup> Assist Chief: | Ross Thornhill    | Vice Pres:     | George Budesheim |
| 2 <sup>nd</sup> Assist Chief: | Rich Carr         | Treasurer:     | Gerald Cullen    |
| Captain of Rescue:            | Clem Schimikowski | Secretary:     | Bev Martinson    |
| Captain of Engines:           | Mike Boisclair    | House Steward: | Kevin Weber      |
| Captain of EMS:               | Dave Costello     |                |                  |
| Captain of Fire Police:       | Bill Lamb         |                |                  |
| Lieutenant:                   | John Saupp        |                |                  |
| Lieutenant:                   | John Jewell       |                |                  |
| Lieutenant:                   | Benjamin Ferretti |                |                  |
| Lieutenant:                   | Nicholas Abel     |                |                  |

The Board of Commissioners would like to thank Ben Ferretti for an outstanding job that he performed for the past three years as President of the East Glenville Fire Company.

Treasurer's report: see attached (Jeffrey Prescott)

The following amendments were made to the 2016 budget:

A motion for Resolution was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to;

Decrease: A3410.100 Salaries & Wages (23,000.00)

A motion for Resolution was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to:

Decrease: A3410.460 Miscellaneous (Sub A/C A3410.467 Physicals) (1,000.00)

A motion for Resolution was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to:

Decrease: A3410.480 Gas & Electric (9,000.00)

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| Decrease: | A9030.000 | Social Security | (1,000.00) |
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| Decrease: | A3410.486 | Insurance | (1,000.00) |
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| Decrease: | A3410.190 | Contingency | <u>(8,770.00)</u> |
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| Subtotal | (43,770.00) |
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| Increase: | A9025.000 | Local Awards Program | <u>43,770.00</u> |
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A motion for Resolution was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to approve the payment of Abstract #12 dated December 19, 2016 for voucher #332 through voucher #368 in the amount of \$727,638.43.

The bank statements for the month of November 2016 were reconciled by the deputy treasurer and presented to the Board for approval.

The bills for the month of December 2016 were reconciled by Commissioner Cullen and presented to the Board for approval.

A solicitation from the Wex Fleet card. This new fuel purchase account will expand the fueling stations that we will be able to fill our vehicles at. It will also allow us to purchase non-ethanol fuel for our small generator and UTV engines at Sunoco on the account.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously to sign up for the Wex Government Fleet Card Program for the Chief's vehicles, district apparatus and small equipment. The treasurer will set up the program and when up and running will cancel old cards.

## Communications

The annual elections were held on Tuesday, December 13, 2016. Michael Petroski was voted in for a five-year term with thirty (30) votes. Brian De La Fleur was voted in for a two-year term with thirty (30) votes. The Mandatory Referendum regarding LOSAP was also voted on and approved with a total of 31 ballots cast in the affirmative.

Past member Clarence Spain passed away on December 15, 2016. He was Captain of Engine and a member for eighteen years.

Information was received from FASNY stating that there are twenty (20) scholarships available for \$1,500 a piece to be awarded during 2016 and 2017. It was suggested that the information be posted on the board in the apparatus room and also be given to the counselors at Burnt Hills-Ballston Lake High School.

#### Committee Reports

##### Purchasing (Com. Cullen)

Miscellaneous purchases such as salt and snow shovels have been made,

##### Building and Grounds (Com. Cullen)

A quote has been received from SRI Fire Sprinkler, LLC for deficiency repairs in the amount of \$1,346.00. The repairs included replace six painted/corroded chrome pendent sprinkler heads, replace two outdated gauges, provide one spare sprinkler head wrench and repair one mechanical water motor alarm.

A contract was received for a five-year inspection from SRI Fire Sprinkler, LLC in the amount of \$1,250.00.

##### Equipment (Com. Schimikowski)

- 234 – Battery issue has been resolved by DPW – Fuse
- 235 - Pump packing – replaced and tank fill fitting replaced
- Smoke ejector fan has been received
- A bulb has been replaced
- 231 - Check engine light repaired.
- 234 - spreader installed – out of service for UTV trailering

##### Finance and Budget: no report (Com. Pohl)

##### Medical (Com. Pohl)

Chief Pohl and firefighter Rick Giaminelli have been cleared by Dr. Buff and are back in service.

Sue Desbien's physical has been received.

#### Legal and Insurance (Com. Pohl)

A list of current firefighters needs to be compiled by the secretary which includes their name, gender and birth date. This information will be given to Commissioner Pohl so she can give it to the NBT-Mang Insurance Agency.

#### Computer (Com. Schimikowski)

A tentative order has been placed for a 24" flat screen monitor, two laptops with docking stations and some of the software with Dell on state contract. Commissioner Schimikowski is waiting for a phone call to finalize order.

#### Personnel (Com. Schimikowski)

The two new commissioner badges have been ordered.

#### Policies: no report (Com. Larson)

#### Apparatus (Com. Schimikowski)

The prebuild conference has been scheduled in 2017. It is a possibility that it will be held at the Vander Molen facility.

Schenectady County they are sending the sale agreement for 233. They were informed that if EGFD did not receive their commitment in writing to purchase the apparatus, that EGFD would be going out to bids for the rescue truck.

233 and 235 will go to Town of Glenville garage for inspections

236 will be going to Vander Molen for periodic maintenance and the UL testing

#### Use of Station (Com. Larson)

A motion has been made by Commissioner Schimikowski, seconded by Commissioner De La Fleur and unanimously passed to approve the use of the recreation room by Mike Boisclair for a Christmas party on Friday December 23, 2016 or Saturday, December 24, 2016 from 5 pm to 9 pm. Mike Boisclair will host the event.

#### Accident Review Board: no report (Com. Schimikowski)

#### LOSAP (Com. Schimikowski)

The software for the LOSAP program has been ordered at a cost of under \$4,900.

## Unfinished Business

The Best Value Resolution has been finalized by the Board and will be added to the EGFD Policy books.

## New Business

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to approve the purchase ten (10) Polytac 90 flashlights not to exceed \$500 to be taken from account A3410.207 Rescue Equipment.

A motion was made by Commissioner Schimikowski, seconded by Commissioner De La Fleur and unanimously passed to approve the purchase of three (3) radio holders not to exceed \$300 to be taken from account A3410.206 Radio/Alarm.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to approve the purchase of a Gated Wye not to exceed \$347 to be taken from account A3410.201 Hose/Nozzle.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to approve the purchase of one AED at a cost not to exceed \$1,500 to be taken from account A3410.401 Grounds & Building.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to approve the purchase of work lights for UTV at a cost not to exceed \$600 to be taken from account A3410.207 Rescue Equipment.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to approve the purchase of traffic cones at a cost of \$500 to be taken from account A3410.208 Safety Equipment.

A motion was made by Commissioner Schimikowski, seconded by Commissioner De La Fleur and unanimously passed to approve the purchase of a Streamlight scene light at a cost not to exceed \$615 to be taken from account A3410.208 Safety Equipment.

A motion was made by Commissioner Pohl, seconded by Commissioner Schimikowski and unanimously passed to approve the payment to SRI for the quote received for the deficiencies repairs in the amount of \$1,346.00 to be taken from account A3410.401 Grounds & Buildings.

A motion was made by Commissioner De La Fleur, seconded by Commissioner Pohl and unanimously passed to approve the five-year fire sprinkler internal inspection contract with SRI at a cost of \$1,250.00 to be taken from account A3410.401 Grounds & Buildings.

The Oath Ceremony will take place on Sunday, January 1, 2017 at 10 am. The two new commissioners, three chiefs and two new lieutenants will be sworn in. The families of those being sworn in are invited and there will be a reception to follow.

The Organizational Meeting will take place at the fire station on Wednesday, January 4, 2017 at 6 pm with a dinner to follow at the Glass Tavern.

A motion was made by Commissioner Schimikowski (one final time), seconded by Commissioner De La Fleur and unanimously passed to adjourn at 9:45 pm.

Respectfully submitted,

Elaine Erckman  
District Secretary