

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
July 15, 2019

Present: Commissioner Suzanne Pohl
Commissioner Dave Costello
Commissioner Beth Larson
Treasurer Jeff Prescott
Fire Chief Ross Thornhill
Assistant Fire Chief Clem Schimikowski
Fire Company President John Labrie

The meeting was called to order by Commissioner Costello at 7:00 pm followed by the Pledge of Allegiance to the Flag.

A motion was made by Commissioner Larson and seconded by Commissioner Costello and unanimously passed to approve the minutes of the June 17, 2019 Board meeting.

Chief's report: (Ross Thornhill)

EGFD responded to 53 calls in June. Top responders were: Len Prevost;40, Clem Schimikowski;29, Sandy Chlopecki;20, Jim Pennie;20, KJ Kea;18, Bill Lamb;18.

Congratulations FF Andrea Eastup for completing probationary training. Captain Mike Meier and Lt. Nick Abel will be taking Fire Officer 1 training in Montour Falls. FF Roger Dominguez is enrolled in Firefighter 2 and Swift Water Rescue. All Officers need to complete pump refresher training by July 31st. All members need to complete Mask Fit testing with Gibby's. The MCI Drill on Aircraft Crash with the Air National Guard at Stratton was on June 8th. EGFD participated in the Burnt Hills Flag Day Parade. The Fire Chiefs Convention in Syracuse was attended on June 14th. Alplaus Firefighter games was held on July 3rd. The Alplaus Parade took place on July 4th. Hose/Ladder/Appliance testing with multiple departments will be Aug. 1st-8th.

President's report: (John Labrie)

EGFD was present at the Alplaus Firefighter skills competition. Congratulations Chief Schimikowski, Capt. Boisclair, Lt. Primett and FF Dominguez for placing first in the hose line competition, taking home a trophy. On July 27th members are invited to attend a Valley Cats Game. On October 5th EGFD will host a Community Day and Open Fire House with the celebration of East Glenville's 75th Anniversary. On October 6th members are invited to Charlton House for dinner. A company picnic celebration for past, present members and families will be held August 10th. FF Kevin Kea is coordinating with the Red Cross a blood drive to be held in EGFD Community room.

Treasurer's report: (Jeffrey Prescott)

The bank reconciliations were prepared by the Treasurer and the bank statements for the month of June 2019 were presented to the Board for approval.

The bills for the month of July 2019 were prepared by the Treasurer and presented to the Board for approval.

A motion for Resolution was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve payment of Abstract #7 for voucher #198 through #231 in the total amount of \$94,208.75

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

A motion for Resolution was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to appropriate 12/31/2018 Assigned Unappropriated Fund Balance as follows:

To:	A3410.460	Miscellaneous	
Subaccount	A3410.462	Dress Uniforms	\$72.00
To:	A5095	Appropriated Fund Balance	\$72.00

To amend the 2019 budget for Dress Uniform Parts ordered in 2018 and Received in 2019.

Memo: \$72.00 excess dress uniform encumbrance has been cancelled and added to unrestricted F.B. the Dress Hat was never ordered.

A motion for Resolution was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to amend the 2019 Budget as follows:

Increase:	A9025.000	Local Awards Program	\$5,425.00
Decrease:	A3410.190	Contingency	\$5,425.00

To provide Funding for unexpected higher contribution required for the 2019 LOSAP.

Purchasing: (Com. Costello)

Outstanding Approved Purchases:

Purchased Rescue Rope for \$1,384.72 from B-Lann Equipment to replace used ropes.

PS Trax for Personnel Inventory Tracking (50 @\$24.= \$1,200.00)

Surplus and sell Lucas & DeWalt tools.

Purchased (50) Nomex hoods for \$1,250.00 from B-Lann Equipment to replace used hoods.

Stethoscopes were ordered and received from Everdixie (25 for \$306.75, less than budgeted).

Requests:

Purchase of Auto Crib-It (2 sets, Model AC-14) from Fire Store for \$1,833.40

Carhartt Pant Scrubs (40 pairs) from Amazon for \$1,120.00

Emergency Scene Ahead Sign Setup from The Fire Store for \$570.86.

Globe Fire Boots from B-Lann for \$402.00

Use of \$750.00 for 75th Anniversary gear (shared purchase with Company)

Training record folders need to be purchased and update member information.

Building and Grounds: (Com. Larson)

Coons Construction will schedule the repair of the Hardie fiber cement board and soffit that need fixed before the new gutter can be installed by Ballston Lake Gutters.

Precision Fence will submit an estimate regarding any fence repairs needed for the season. They inspected the fence for possible damage from S&B Mart's snowplowing into EGFD's fence.

They will also estimate for a guard rail or timber to be installed to keep the front outfall catch basin on the exit side clear. Additional companies will be contacted for estimates. The annual inspection and start of the sprinkler system by SRI will be scheduled for summer after landscaping work is completed. Installing vented tiles and insulation in the Community room ceiling will be researched.

FF John Labrie will estimate costs in adding ceiling fans to the Apparatus bay.

Capital Masonry submitted an estimate of \$2,745.00 to remove stone caps and replace with cast in place concrete with proper pitch and overhang. Clean and pressure wash brick surface. Apply breathable sealant on brick surface. Drill weep holes in brick base to allow moisture to escape. Add (1) course of brick to each column to allow new cap overhand profile of sign body. An estimate was submitted of \$6,160.00 to remove and dispose of brick and block sign base. Install water spotted red common brick sign base exactly as old sign but all brick. Form and pour concrete cap and reinstall front sign. Chief Thornhill and Assistant Chief Schimikowski volunteered to pressure wash clean and seal the brick as a temporary repair. The Safer grant for recruiting and retention may be available for a new sign. A grant writer and estimates will be researched for a new sign.

Mr. Help is scheduled to clean upholstered furniture and wax floors the week of October 2nd.

FF Labrie will coordinate with Eastern heating maintenance in the fall and when a lift is available to repair the dryer venting. He is researching parts.

Adirondack Environmental has sampled the outfall catch basin water. The results were sent to DEC for SPEDES permit.

The Linstar door lock computer system and software is 10 years old and will need to be upgraded. Door keys were copied and provided to Commissioners to access the building. A list of vendor keys was submitted.

The security committee will be holding a meeting to discuss CCTV and building safety options.

(16) Bollard safety poles in front and back of bay doors are rusted and deteriorating. Sanding and painting to repair this will be completed by Station keeper Brad Hough.

Turfco will be treating the front lawn and spraying the weeds in the catch basins.

The Apparatus bay carbon monoxide Detectors alerted they are in need of replacement. Alarm & Suppression replaced old carbon monoxide detectors with new stand-alone detectors, good for 10 years but not connected into our exhaust fan system. They are researching our system. FF Labrie is researching with Honeywell and possibly found an E3 Point hard wired unit that could be compatible with the current system. EMTech will also send an estimate.

JDJ Comfort installed (2) new Trane air conditioners with new air handlers to replace unit #2 & #3. They also installed the (2) hot water valves that were received.

Station keeper Hough will be priming and painting all the outside exterior building doors. A solution to raise the filing cabinets even with the new countertop in the Officers room is being researched. Wheels or a raised base has been suggested.

Equipment & Apparatus: (Ross Thornhill)

230 Brake work completed by Town of Glenville. New 230 committee meeting scheduled for July 21st.

231 Has a slow leak under the pump and will schedule with Vander Molten for repair. Exploring additional signage.

232 No report.

234 No report.

235 PMI completed. Wouldn't start on 7/13. Bad starter switch replaced by Vander Molen.

236 PMI completed. Need to schedule hydrotesting of SCBA air tanks by Vander Molen. Second Argus camera mounted. Need to run power to mount.

237 No report.

238 No report.

239 Researching with vendors to up-fitting slide out, rear warning signal, Argus, back up camera repair & light system repairs.

UTV Trailer hinge bolt came out on training and the other came out at Hooks & Hero's. Need to find a permanent solution.

Gear has been received from B-Lann. Carabiners have been ordered.

MES has hydro tested all bottles.

The pager and HT1250 have been repaired and needs picked up in Albany.

Photos were taken of surplus Lucas tools and DeWalt tools for sale posting.

I-Pads have been deployed on Apparatus.

Hose/Ladder/Appliance Testing with other departments will take place August 1st-8th.

Finance and Budget: (Com. Pohl) Commissioners and Chief are preparing for next year's budget with a 2% tax cap.

Communications: (Com. Pohl) No report.

Medical: (Com. Pohl) FF Scott Fura is back in service. Welcome Back!
Capital EAP benefits for members were renewed.

Legal and Insurance: (Com. Pohl) No report.

Computer: (Com. Costello) The door lock computer need to be upgraded. It is running on windows XP. Linstar will be contacted regarding new software. The back-up batteries were low and (6) new 12v batteries were purchased and replaced.

Personnel: (Com. Larson) Request for Executive session.

Policies: (Com. Costello) No report.

Use of Station:

The County was approved use of EGFD for the Interior Operations Class on June 24th for BEFO Training and August 5th, 7th, 12th, 15th, 19th and September 3rd, 10th and 24th, 25th.

Glenville PD was approved use of the building for training on August 1st 8am-5pm.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed to approve a tips bartender be present to serve beer and wine on August 10th at the EGFD Company picnic.

Accident Review Board:

No report.

LOSAP: (Com. Costello)

Budget for LOSAP needs to be increased for next year.

Old Business:

A motion was made by Commissioner Costello, seconded by Commissioner Pohl and unanimously passed to approve the surplus of (7) old office chairs from Officers room renovation.

New Business:

A motion was made by Commissioner Costello, seconded by Commissioner Larson and unanimously passed to approve the purchase of (35) Carhartt scrub pants of up to \$980.00 from Amazon to be taken from A3410.200 Purchase Trucks & Equip. Subaccount A3410.203 Protective Clothing.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed to approve the purchase of (1) emergency scene ahead traffic sign for \$570.86 from the Fire Store to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.208 Safety Equipment.

A motion was made by Commissioner Costello, seconded by Commissioner Larson and unanimously passed to approve the purchase of firefighter boots for \$402.00 from B-Lann to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.203 Protective Clothing.

A motion was made by Commissioner Costello, seconded by Commissioner Larson and unanimously passed to approve the purchase of (2) Auto Crib It Sets for \$1,833.40 from the Fire Store to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.207 Rescue Equipment.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the purchase of \$750.00 to share with Company costs for the EGFD 75th Anniversary Celebration Gear to be taken from A3410.211 Retention.

A motion was made by Commissioner Larson, seconded by Commissioner Costello to adjourn to Executive session regarding personnel.

A motion was made by Commissioner Costello, seconded by Commissioner Larson to change the pay frequency of the Secretary and Deputy Treasurer from monthly to biweekly to save direct deposit fees effective August 1, 2019.

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

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Respectfully submitted,

Angel Vaughters
District Secretary