

EAST GLENVILLE FIRE DISTRICT #3  
BOARD OF COMMISSIONERS MEETING  
August 19, 2019

Present: Commissioner Suzanne Pohl  
Commissioner Dave Costello  
Commissioner Beth Larson  
Treasurer Jeff Prescott  
Fire Chief Ross Thornhill  
Fire Company President John Labrie  
Fire Company Lieutenant Nick Abel

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 Pohl and seconded by Commissioner Costello and unanimously passed to approve the minutes of the July 15, 2019 Board meeting.

**Chief's Report:** (Chief Ross Thornhill)

EGFD responded to 53 calls in July. Top responders were: Len Prevost;30, Mike Meier;28, Sue Desbiens;26, Ross Thornhill;26, KJ Kea;24.

Thank you, Captain Meier, Assistant Chief Schimikowski and Assistant Chief Carr for your assistance with the hose and pump testing. All members should use their district assigned pagers as the primary notification method for calls. Iamresponding often does not notify until the first apparatus is in use. Schenectady County is issuing grants and EGFD may want to consider applying for a concrete training pad. Thank you, FF John Zampella for cleaning up EGFD's back yard after the Company Picnic. FF Chris Abel and Cian Thorpe are probationary members in training. FF Roger Dominguez is enrolled in Swift Water Rescue Awareness and Firefighter 2 training. New cleaning methods of hoods and gear decontamination will be implemented. MacBoston Training will be held on September 20<sup>th</sup> -21<sup>st</sup> Any member who would like to attend please contact Assistant Chief Carr or Chief Thornhill ASAP. September 25<sup>th</sup> the Fund Drive Collation detail will be held at 6pm at EGFD. September 26<sup>th</sup>-29<sup>th</sup> members will distribute the fund drive booklets to the community. October 4<sup>th</sup> is Fire Prevention Day at Pashley Elementary School.

**President's report:** (FF John Labrie)

EGFD welcomes FF Robert Ankabrandt back home.

The Company is looking for Class A uniform vendors for new members.

It was a great time for all the members who attended the Valley Cats game.

September 11<sup>th</sup> EGFD will attend the 9-11 Ceremony in Ballston Spa.

October 5<sup>th</sup> EGFD will host a Community Day and Open Fire House with the celebration of East Glenville's 75th Anniversary. On October 6<sup>th</sup> the Fire Company will host an Anniversary Dinner for members at The Charlton Tavern. Please sign up if you plan to attend.

A company picnic celebration for members and families was held on August 10<sup>th</sup>. It was great to see the families, former members and Auxiliary members enjoying the BBQ and camp fire.

FF Kevin Kea is coordinating with the Red Cross a blood drive to be held at EGFD.  
EGFD will attend the Town Movie night at Indian Meadows Park.

**Treasurer's report:** (Treasurer Jeffrey Prescott)

The bank statements for the month of July 2019 were reconciled by the Deputy Treasurer (except Key Bank statement not yet received) and presented to the Board for approval.

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

A motion for Resolution was made by Commissioner Costello, seconded by Commissioner Pohl and unanimously passed to approve payment of Abstract #8 for voucher #232 through #260 in the total amount of \$17,513.38.

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

A motion for Resolution to Amend the 2019 Budget as follows:

|            |           |                             |            |
|------------|-----------|-----------------------------|------------|
| Increase:  | A2680     | Insurance Settlement        | \$1,100.00 |
| Increase:  | A3410.400 | Building Repair/maintenance |            |
| Subaccount | A3410.401 | Grounds & Building          | \$1,100.00 |

To recognize additional insurance monies we received for the gutter damage caused by the wind storm and to increase the expenditure account by the same amount reimbursing the costs incurred and to be incurred.

A motion for Resolution to Amend the 2019 Budget as follows:

|            |           |                               |            |
|------------|-----------|-------------------------------|------------|
| Increase:  | A2701     | Refund of Prior Year Expenses | \$3,500.00 |
| Decrease:  | A3410.190 | Contingency Fund              | \$5,000.00 |
| Increase:  | A3410.400 | Building Repair/maintenance   |            |
| Subaccount | A3410.401 | Grounds & Buildings           | \$8,500.00 |

To provide funding for new Door lock computer system and upgrade.

A motion for Resolution to Amend the 2019 Budget as follows:

|            |           |                  |            |
|------------|-----------|------------------|------------|
| Increase:  | A3410.460 | Miscellaneous    |            |
| Subaccount | A3410.461 | Computer         | \$1,650.00 |
| Decrease:  | A3410.190 | Contingency Fund | \$1,650.00 |

To provide funding for new Carbon Monoxide detectors in Apparatus Bay.

A motion for Resolution to Amend the 2019 Budget as follows:

|            |           |                             |          |
|------------|-----------|-----------------------------|----------|
| Decrease:  | A3410.402 | New Paint/Wallpaper         | \$475.00 |
| Increase:  | A3410.400 | Building Repair/maintenance |          |
| Subaccount | A3410.401 | Grounds & Building          | \$475.00 |

To share expenses with Fire Company for 75<sup>th</sup> Anniversary celebration purchases.

A motion was made by Commissioner Costello, seconded by Commissioner Pohl to approve the payments of add on vouchers to the Abstract as follows:

Pay voucher to Bryans & Gramuglia CPA's for Auditing services for \$950.00 to be taken from A3410.460 Miscellaneous Subaccount A3410.469 Independent Auditor.

Pay voucher to Coons & Sons Construction for gutter fascia repair for \$2,150.00 to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.401 Grounds & Building.

Pay voucher to Hillyard Cleaning Supplies for backordered supplies received for \$190.89 to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.401 Grounds & Building.

Pay voucher to Saftey First for Hose/Pump testing for \$785.00 to be taken from A3410.420 Truck Repair/Maint. Subaccount A3410.422 Truck Repair/Maintenance.

Pay voucher to National Grid for Private Area Lighting for \$58.10 to be taken from A3410.480 Gas & Electric.

**Purchasing:** (Com. Costello)

Outstanding Approved Purchases:

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

Sell surplus Lucas & DeWalt tools.

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

Globe Fire Boots from B-Lann for \$402.00 is backordered.

Requests:

Received Auto Crib-It (2 sets, Model AC-14) from Fire Store. Used in training drill.

Received Carhardt Pant Scrubs (40 pairs) from Amazon.

Received Firefighting Hoods. A hood cleaning and gear decontamination process will be implemented. Members please switch wash into dryer if noticed. Buckets were purchased.

Use of \$750.00 for 75<sup>th</sup> Anniversary gear (shared purchase with Company).

Zero Gravity pumps are back in service from repair.

Replace (4) lengths of hoses that failed during hose testing. \$884.00 from Fire Hose Direct & \$122.50 (20' length) from B-Lann.

MacBoston training for up to (5) Members for up to \$500.00.

(3) AED Replacement from Cardiac Science G5 for \$4,579.80 instead of a budgeted Life pack.

CPR Cards form Mountain Lakes Regional EMS Council for (3) members for \$30.00.

**Building and Grounds:** (Com. Larson)

Coons Construction repaired of the fiber cement board and soffit that need fixed before the new gutter can be installed. Ballston lake Gutters has new gutter on order and will schedule install.

Precision Fence submitted an estimate of \$1,777.00 for fence repairs. \$325.00 of repair work to the front exit section of fence can be disregarded because since the estimate S&B straightened this section so it is not needed at this time. The Board will notify them asking not to plow snow into EGFD fence this winter. This estimate also includes a timber rail to be installed to keep the front outfall catch basin on the exit side clear for \$1,452.00. Haley Bros, Inc. submitted an estimate for replace (2) broken fence posts on retaining wall entrance and install (2) sections of

Kentucky Mountain Rail Timbers in front of exit side catch basin for \$820.00. Clarification on how deep posts, timber used, how will be dug and guarantee no damage to pavement will be requested.

Eliminator Pest has been spraying and removing bee hives around the building and will remove the woodchuck by the back garage.

The annual inspection of the building fire sprinkler system will be scheduled by SRI. 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 2<sup>nd</sup>.

FF Labrie is researching parts and will coordinate a lift schedule to repair the dryer venting.

Adirondack Environmental has sampled the outfall catch basin water. The results were sent to DEC for SPEDES permit. Marie Dowd, an engineer from TRC Companies will submit an estimate for consulting services to manage the drain systems and permit requirements.

Linstar submitted an estimate for \$960.00 to upgrade the door lock computer software that is 10 years old and needs to be upgraded.

Manocchi Technologies Services submitted an estimate of \$689.47 for installation and configuration of a new Lenovo Desktop Computer with Windows 10 and new monitor to replace the old computer for the building Linstar door lock system.

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

Perfect Water inspected building water softener system and found it in good working order.

The snow thrower will be serviced and placed in Apparatus bay for winter use. May need to research estimates for a snow blower.

An old John Deer lawnmower grass catcher (stored in the back garage) needs to be surplused as it is no use anymore because the mower it belongs to has been surplused and sold.

Bollard safety poles in front and back of bay doors were rusted and paint chipping. The mailbox base was also painted. The fascia trim peeling in the front office will be painted along with the back garage door and trim.

An estimate of \$950.00 from Treetop Products was submitted for an engraved outdoor memorial bench to replace the old broken one and to commemorate EGFD's 75<sup>th</sup> Anniversary. The Company requests splitting the cost with the district for this.

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 submitted an estimate of \$12,860.00 with additional \$2,420.00 extra parts possible to provide and install (1) 16/2 Plenum rated fire alarm cable and (1) fire alarm cable in conduit from main existing Honeywell controller to (3) new Honeywell E3 Point CO2 detectors spread along apparatus bay. EMTech submitted an estimate for Option #2 of \$12,540.00 for a Honeywell gas detection controller with (2) CO2 sensor (floor) and (2) Nitrogen Dioxide sensors (ceiling) connecting to existing exhaust fan. Option #1 is a Honeywell gas detection controller with (1) CO2 sensor (floor) and (1) nitrogen dioxide sensor for \$8,150.00. J Electric submitted a bid of \$8,500.00 for a Honeywell controller with (1) CO2 sensor and (2) Nitrogen Dioxide sensors with conduit to also accommodate power for future ceiling fans.

The Board received a listing of key fob owners and will review and update fob access. Vendors with fobs are required to notify Board, Chief or Station Administrator of building use.

A golf cart for \$2,000.00 is for sale. This might be a good purchase for outdoor use between buildings and lawn maintenance. Also it could transport people and items from building to back pavilion.

East Coat Seal coating submitted an estimate of \$1,200.00 to hot rubberize crack fill to the parking lot.

Apex Drain made an emergency service call to snake the kitchen drain line that was backing up into the kitchen during the Company picnic. Apex will be scheduled for drain and grease trap cleanouts as Suburban Plumbing no longer provides this service.

Shiny Window Washing was contacted for an estimate for building window cleaning.

**Equipment & Apparatus:** (Chief Ross Thornhill)

**230** Life pack 12 out for service. New 230 committee is continuing to meet.

**231** Electrical junction box fixed. The cord and box are kept separated so you need to grab both due to cord pulling out of receptacle. Vacuum pump test port was repaired for pump testing. Slow leak under pump will schedule with Vander Molen for repair. Exploring additional signage.

232 No report.  
234 No report.  
235 Starting issue on 8/18. Bad starter switch replaced by Vander Molen.  
236 PMI completed. Pack mount pin on rear seat lever behind driver needs replaced. Vander Molen is ordering the part. Need to schedule hydro testing of SCBA air tanks by United Welding. Argus TIC was mounted. Need to run power to mount.  
237 No report.  
238 Glenville Town will repair of suspension issue, brakes, rotors, wipers and tires. This vehicle was scheduled for replacement in 2019. Possibly replace in 2020.  
239 Morris Ford replaced battery for free (last replaced 1/2018. 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 driver's side came out and is loose. Need to find a permanent solution. Asst. Chief Schimikowski ordered straps. Will research estimates for a new UTV trailer.  
Large Oxygen cylinders on the SCBA fill station require hydro testing by United Welding. Power for the Argus Thermal image Camera needs to be added.  
Any members needing a mask fit test please contact Gibby's at (518) 893-2174 to schedule. EMS supply order was received.

**Finance and Budget:** (Com. Pohl) Finance Committee will meet to overlook budget and awaiting Chief's proposed budget proposal. With all the long term planned improvement costs and older age of building to maintain, a tax increase (2% allowable) will be requested.

**Communications:** (Com. Pohl) Verizon Wireless requests contact persons for account. Treasurer Prescott, Assistant Chief Schimikowski and Station Administrator Vaughters were assigned by the Board as contacts. The Board of Commissioners has (2) Commissioner Vacancies. If any member or resident is interested in becoming a Commissioner please contact a Commissioner.

**Medical:** (Com. Pohl) The Life pack has been sent to Foremost for annual maintenance. Online training is required for EMT's/CFR's and will require a practical training Session in house to shoe updated NYX BLS Protocols and practices.

**Legal and Insurance:** (Com. Pohl) Bill Van Gorder with Mang Insurance will schedule annual insurance review meeting. Upon repairing the damaged fascia and gutter, Coons Construction also noticed and repaired another section of damaged fascia adding additional expenses to this claim. Commissioner Pohl notified and submitted the repair invoice to insurance. Commissioner Pohl will schedule a meeting with EAP services during drill for members to understand they have free benefits available to themselves and family.

**Computer:** (Com. Costello) Mannocchi Technology Services will upgrade the computer to the Linstar building door lock system that is old and out of date. Upon setup, Linstar will be contacted to make the necessary system upgrades.

**Personnel:** (Com. Larson) Thank you Station keeper Hough for all of your hard work painting the exterior doors and bollards.

**Policies:** (Com. Costello) No report.

**Use of Station:** Interior Operations Training Class will use the training room on September 3<sup>rd</sup>, 24<sup>th</sup>, and 25<sup>th</sup>. A request to use the meeting room was received by former FF Chris Farley to host a family baby shower for 60 people on November 2<sup>nd</sup>, 2019. The Board denied this use of station request due to his inactive FF status and the building is in use for EGFD Fund Drive during this time.

**Accident Review Board:** No report

**LOSAP:** (Com. Costello) Budget for LOSAP needs to be increased for next year.

**Old Business:** No report

**New Business:**

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the purchase and install of a Honeywell controller with (1) CO2 sensor and (2) Nitrogen Dioxide sensors with conduit to replace the old, outdated carbon monoxide detector system in the Apparatus bay and run conduit to accommodate power for future ceiling fans from JElectric for \$8,500.00 to be taken from A3410.400 Building Repair/Maintenance Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed to surplus the old lawnmower grass catcher bagger attachment.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the purchase of \$475.00 to share expenses with the Fire Company for EGFD's 75<sup>th</sup> Anniversary celebration to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the purchase of \$689.47 from Mannocchi Technology Services to replace old door lock computer and to configure and install a new Lenovo ThinkCentre Business Desktop Computer and Monitor for \$689.47 to be taken from A3410.460 Miscellaneous Subaccount A3410.461 Computer.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed to approve the purchase of \$960.00 from Linstar to upgrade computer door lock system software to be taken from A3410.460 Miscellaneous Subaccount A3410.461 Computer.

A motion was made by Commissioner Costello, seconded by Commissioner Pohl and unanimously passed to approve the purchase of Fire Hose to replace failed hose for \$884.00 from Fire Hose Direct and purchase of a 20' length fire hose (not found at Fire Hose Direct) for \$122.50 from B-Lann Equipment to be taken from A3410.200 Purchase Trucks/Equip Subaccount A3401.201 Hose/Nozzle.9960.804.

A motion was made by Commissioner Costello, seconded by Commissioner Larson and unanimously passed to approve the purchase of MacBoston Training for up to (5) members for \$500.00 to be taken from A3410.440 Training Subaccount A3401.204 EMS/Supply Equipment.

A motion was made by Commissioner Costello, seconded by Commissioner Pohl and unanimously passed to approve the purchase of (3) AED Machines from Cardiac Science to replace old units with trade in for \$4,579.80 to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3401.204 EMS/Supply Equipment.

A motion was made by Commissioner Costello, seconded by Commissioner Pohl and unanimously passed to approve the purchase of (3) CPR Cards from mountain Lakes Regional EMS Council for \$30.00 to be taken from A3410.440 Training Subaccount A3401.441 Seminars & Membership.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed at 10:35 pm to adjourn.

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Respectfully submitted,

Angel Vaughters  
District Secretary