EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
November 18, 2019

Present: Commissioner Suzanne Pohl
Commissioner Dave Costello
Commissioner Beth Larson
Commissioner Michael Bartlett
Treasurer Jeff Prescott
District Secretary Angel Vaughters
Fire Chief Ross Thornhill
Assistant Fire Chief Clem Schimikowski
Fire Company President John Labrie
EMS Captain Michael Meier

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 passed to approve the Budget Hearing minutes of the October 15, 2019 Budget Heating. Commissioner Pohl abstained.

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

Chief's report: (Chief Ross Thornhill)
EGFD responded to 67 calls in October. Top responders were: Len Prevost;51, Clem Schimikowski;40, Wayne Bunn;35, Sue Desbiens;32, Bob Moore;29..

Congratulations, FF Chris Abel for completing probationary training. Cian Thorpe is a probationary member in training as he has been working out of town. FF Jeanne Foote is continuing EMT class training. Captain Mike Meier is enrolled in Engine Company Operations training. DPO class training and testing has completed. Firefighters Rit Desbiens, Scott Fura and KJ Kea are all now Driver Pump Operators. All members need to complete McNeil online training by December 31st. Thank you to all members that assisted with the last minute funeral parking assistance at Immaculate Conception Church. EGFD will assist with the Glenville Tree Lighting on November 30th. All is invited to attend Viv Strong Spaghetti Dinner on December 5th, 5-8 pm. Breakfast with Santa on December 14th, Chief Swear-In Ceremony on January 1st at 10 am and EGFD Installation Banquet on January 4th.

President's report: (FF John Labrie)
Richard Nicklas and Shawn Henessee were voted in by the Company as members and will obtain their physicals. Jolene Lomnes was voted to return back as a member of EGFD after having a leave of absence due to work. Her schedule now allows for training and has a physical on file. EGFD visited Pashley Elementary School for Fire Prevention. The fire safety poster contest winners enjoyed a ride to school in the fire truck along with prizes given for 1st, 2nd and 3rd place.

On Halloween EGFD rode around neighborhoods for Truck or Treat and handed out candy. Groups of neighbors were out early to collect treats. Thank you to all members who participated.
EGFD is coordinating with daycares and local preschools to schedule Fire Prevention Safety.
Thank you to members who visited East Glenville Preschool.
November 3rd starts Sunday drills.
December 3rd toy sorting for Toys for Tots will be held in North Star Church warehouse.
December 5th Glenville PBA would like to host a spaghetti dinner for Viv Strong, a Pashley Elementary school student fundraiser and use the EGFD Community room and kitchen.
Class A Uniforms are being researched at Galls.
Thank you to the Board of Commissioners for hosting a defensive driving course. 19 members participated.
December 14th , 8-11 am EGFD will host Breakfast with Santa.
EGFD Installation Banquet will be on January 4th at the Lighthouse Restaurant.

Treasurer's report: (Jeffrey Prescott)
The bank statements for the month of October 2019 were reconciled by the Deputy Treasurer and presented to the Board for approval.

The bills for the month of November 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 amend the 2019 Budget as follows:

Increase:	A3410.440	Training	
Subaccount:	A3410.443	Fire Inspection	$ 235.00
Decrease:	A3410.440	Training	
Subaccount:	A3410.441	Seminars & Membership	$ 235.00

To provide funding for $235.00 of excess active firefighter inspection banquet cost per Chief.

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

Increase:	A9010.000	State Retirement System	$ 500.00
Decrease:	A3410.190	Contingency	$ 500.00

To provide funding for additional Retirement System Costs as a result of the Administrator joining the Retirement System in December of 2018.

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

Increase:	A3410.460	Miscellaneous	
Subaccount:	A3410.461	Computer	$ 775.00
Decrease:	A3410.190	Contingency	$ 775.00

To provide funding for Linstar Door Lock upgrade maintenance.

A motion for Resolution was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve payment of Abstract #11 for voucher #336 through #378 in the total amount of $21,061.21.

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.

Purchasing: (Com. Costello)
Outstanding Approved Purchases:
Check offers of surplus Lucas and Dewalt tools out for bid.
Ordered (4) lengths of failed Hose from The Fire Store.
Requests:
(3) pair gloves @ $75.00 each from B-Lann Equipment.
(3) Scott Masks AV3000 HT @$385.00 each from B-Lann Equipment.
239 Vander Molen Quote

Building and Grounds: (Com. Larson)
Inspection of the building fire sprinkler system was completed by SRI. They recommend installing vented tiles and insulation in the Community room to prevent ceiling sprinkler heads from freezing in winter. Contractors for this repair will be researched.

Eastern Heating will schedule to replace the old, broken low water cut off and to order a spare igniter and wire parts for the boiler. Parts have to be ordered. FF Fura will also inspect.

PESH Consultation services will be revisited next year.

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. 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.

Capital Masonry will schedule to repair the broken under the sink kitchen cabinet.

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. She suggested obtaining a copy of the permit and sample requirements. Don Canastrarie from NYS DEC called to explain he was the new representative handling the permits and he is processing the permit.

1 pallet of ice melt should be kept on hand in the back garage for winter season.

The snow thrower will be serviced for winter use. Parts are on order.

J Electric will replace the old Honeywell controller with (1) CO2 sensor and (2) Nitrogen Dioxide sensors in the Apparatus bay and install conduit to also accommodate power for future ceiling fans.

FF Labrie is researching parts and will coordinate a lift schedule to repair the dryer venting. A roofing company may need to be contacted.

The Apparatus bay overhead door that was stuck open and off the track was repaired by All Type Professional Doors. They will schedule maintenance and inspection of all doors.

Flow Rite will schedule Apparatus bay drain cleaning in the Spring.

Members who park vehicles in EGFD lot and plan on leaving them for extended timeframes should please communicate with Chief's and/or Commissioners informing them of parking lot use. In case of an emergency it is important to know whose vehicles are on the premises.

An estimate was received from Pinnacle Roofing for $6,795.00 to replace the old 1996 back garage roof with Owens Corning shingles with a 50 year limited warranty ($75.00 additional per sheet of plywood needed). Additional estimates will be researched.

Equipment & Apparatus: (Chief Ross Thornhill)
230 New 230 committee continuing to meet. Purchase will be pushed to 2020.
231 The breaker on the cord reel was tripped, will monitor.
232 No report.
234 Salter was installed.
235 Starting issue again, traced to starter solenoid. New solenoid installed and working. Intake valve leaking again. Waiting on part for Vander Molen to repair.
236 Rear camera was reported not working, was looked at and working, could not replicate.
237 No report.
238 Oil changed at Valvoline.
239 Quote from Vander Molen of $8,261.43 to repair back up camera, light system, console, siren system, and slide out tray for equipment. Additional quotes will be researched.
UTV Pump has been winterized.
Radio Project Update will be held on January 8, 2020 at 7 pm at Schenectady County Community College to review and discuss new radio equipment that Schenectady County is moving to in 3 years. Radio swap and replacement needs to be researched.
SCBA flow testing will be scheduled in January.
Chiefs are in the process of reviewing the SOG's.

Finance and Budget: (Com. Pohl) EGFDs Organizational Board Meeting will be held on January 6th, 2020 at 6:30 pm with dinner to follow.

Communications: (Com. Pohl) None.

Medical: (Com. Pohl) Firefighter physicals with Dr. Buff will be scheduled in March. The NYS Cancer Benefits Program requires submitting member enrollment by Dec. 1st. Members NYS training numbers are needed. Members can also sign up for the Capital EAP newsletter. Online and practical training will be required for all EMT's/CFR's to complete.

Legal and Insurance: (Com. Pohl) Bill VanGorder with Mang Insurance will meet with Commissioners on December 16th to present 2020 insurance coverage.

Computer: (Com. Costello) Linstar was contracted to make necessary door lock system upgrades and will schedule. The security committee will visit a local firehouse to research systems for recommendation.

Personnel: (Com. Larson) Petitions for Commissioner Elections have been submitted by Suzanne Pohl, Michael Bartlett and Ross Thornhill. Fire Commissioner Elections will be held on December 10th, 6-9:15 pm. The Board approves (3) Poll Workers to work during Commissioner Elections.

Policies: (Com. Costello) The Board will review the credit card policy to be discussed at next Board meeting.

Use of Station: Chief Thornhill requests the Glenville PBA be allowed to use the community room and kitchen to host Viv Strong Fundraiser Spaghetti Dinner on December 5th, 5-8 pm.

Accident Review Board: No report.

LOSAP: (Com. Costello) No report.

Old Business:
A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the purchase of a pallet of Ice Melt for $490.00 from Hillyard to be taken from A3410.400 Building Repair/Maint. Subaccount A3401.401a Snowplowing.

New Business:
A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve the purchase of (3) pair of gloves for $75.00 each for a total of $225.00 from B-Lann Equipment to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.203 Protective Clothing.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the purchase of (3) SCBA Scott Masks for $385.00 each for a total of $1,155.00 from B-Lann Equipment to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.202 SCBA Test/Repair.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed to approve the payment of 50 deluxe car washes from Laser Wash for $249.50 to be taken from A3410.420 Truck Repair /Maint. Subaccount A3410.422 Truck Repair/Maint.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed at 9:25 pm to adjourn into Executive Session to discuss Personnel.

Respectfully submitted,

Angel Vaughters
District Secretary