

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

Present: Commissioner Suzanne Pohl
Commissioner Brian DeLaFleur
Commissioner Dave Costello
Commissioner Beth Larson
District Treasurer Jeffrey Prescott
District Secretary Angel Vaughters
Assistant Chief Clem Schimikowski
Chief Ross Thornhill
Company President John Labrie
EMS Captain Mike Meier

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

A motion was made by Commissioner Costello and seconded by Commissioner Pohl and unanimously passed to approve the minutes of the March 18, 2019 Board meeting.

Chief's Report: (Ross Thornhill)

EGFD responded to 58 calls in March. Top responders were: Leonard Prevost;44, Ross Thornhill;30, KJ Kea;27, Mike Meier;27, Sue Desbiens;26.

Beginning April 1st EGFD no longer respond to Alpha medical call unless requested by Mohawk Ambulance Service or the UCC. The MCI drill with BHBL buses and students took place at EGFD. A lot was learned and thank you to all members that attended. EGFD will be conducting live car fire training at the Saratoga County Training Facility in April. Thomas Corners Fire Department will be hosting a class with OFPC regarding cancer in the fire service. Chief Thornhill will attend. An MCI aircraft crash drill at Stratton Air National Guard will take place on June 8th. Congratulations and thank you for your commitment FF KJ Kea and FF Roger Dominguez for completing BEFO and continuing with IFO training. FF Andrea Eastup and FF Richard Desbiens are close to completing probationary training. Chris Abel, Jolene Lomens and Cian Thorpe started probationary training. Chief Ross Thornhill, FF Barb Bischoff, FF Andrew Pohl and FF Ryan Yattaw are completing EMT Refresher training. Captain Mike Meier, Lt. Nick Abel, Lt. Budesheim and Lt. Shawn Primett are enrolled in Fire Investigation for Line Officers. Thank you, Lt. George Budesheim and Lt. Shawn Primett, for attending CP Crude by Rail training in Colorado sponsored by Canadian Pacific. Captain Mike Boisclair is enrolled in CFR Refresher Class. UL Ladder Testing will take place on April 4th. The MCI Drill on Aircraft Crash with the Air National Guard at Stratton is on June 8th. EGFD will participate in the Flag Day parade and oversee fireworks at O'Rourke Middle School on June 13th. Thanks to the excellent EGFD crew, Alplaus FD and the Air National Guard who contained a second-floor structure fire with possible 3-year-old trapped inside. Everyone had gotten out safely and rehab on scene helped the homeowner control her losses. She is very appreciative of everyone's

efforts. Thank you, Assistant Chief Clem Schimikoski, for your quick response to a basement full of smoke when an extension plug with multiple outlets was laying in water.

President's report: (John Labrie)

Members were invited to the Spring Fling at The Factory Restaurant. Thank you Glenville Hill FD for coverage.

Vincent Oginliski, recently voted into EGFD stated he cannot become a member at this time due to scheduling and time conflicts with work.

FF Mike Deyeo regretfully gave his resignation as he is moving outside of EGFD district.

A notice will be sent to resigned FF Maria Westbrook requesting return of EGFD property.

FF Robert Ankabrandt is on military leave of absence from EGFD until August.

FF Hollie Abel has returned from leave of absence. Welcome back to EGFD.

EGFD will start a house detail with House Steward, Sue Desbiens as supervisor.

EGFD will host Recruit NY on April 27th and is looking for more new members.

FF John Saupp hosted another meeting with the Anniversary Committee.

EGFD will host a Community Day and Open Fire House with the celebration of East Glenville's 75th Anniversary on October 5th and 6th. A company picnic celebration for members and families will be scheduled in August.

Hooks and Hero's Youth Fishing at Indian kill preserve will be held May 11th, 8:30am-12:30pm.

Relay for Life will take place on May 18th.

EGFD will participate in the Scotia Parade.

Members are invited to attend a Valley Cats baseball game.

FF John Saupp updated the engraved service wall plaques.

Company members will evaluate and open the back-yard Pavilion for use.

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 statements for the month of March 2019 were reconciled by the Deputy Treasurer and presented to the Board for approval.

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

The Auditor will be at EGFD on April 24th. Treasurer encourages Board members to attend.

A motion for Resolution was made by Commissioner Costello, seconded by Commissioner Larson and unanimously passed to Appropriate 12/31/2018 Assigned Unappropriated Fund Balance (Reserved for Encumbrances) as follows:

To:	A3410.200	Purchase Trucks & Equipment	
Subaccount:	A3410.203	Protective Equipment	\$ 5,142.00
To:	A3410.460	Miscellaneous	
Subaccount	A3410.462	Dress Uniforms	\$ 130.00
To:	A5095	Appropriated Fund Balance	\$ 5,272.00

To amend the 2019 budget for Dress Uniform Parts & Turn Out Gear ordered in 2018 and Received in 2019.

Memo: \$139.00 excess dress uniform encumbrance has been cancelled and added to unrestricted Fund Balance.

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

Increase:	A2680	Insurance Settlement	\$ 706.00
Increase:	A3410.400	Building Repair/Maintenance	
Subaccount	A3410.401	Grounds & Building	\$ 706.00

To recognize the insurance monies, we received for damage caused by the sprinkler activation in the meeting room and to increase the expenditure account by the same reimbursing the costs incurred and to be incurred.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed to approve the payment of Carrot Top Flags for new American and state flags for \$122.89 to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed to approve the payment of Eric Frear Electric for installation of new floor drain pump for \$1,394.00 to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed to approve the payment of National Grid for private area lighting for \$57.83 to be taken from A3410.480 Gas & Electric.

A motion for Resolution was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve payment of Abstract #4 for voucher #101 through #134 in the total amount of \$27,741.08.

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.

Purchasing: (Com. De La Fleur)

Outstanding Approved Purchases:

New Globe turnout gear for FF Budeshiem, Carr, Fura, Meier, Thornhill

(5) Polytac 90 Flashlights (5 @ \$53.= \$265.)

PS Trax for Personnel Inventory Tracking (50 @ \$24.= \$1200.)

Researching Vehicle Ram Mounts for I-Pads.

Mask Fit testing will be April 9th and April 23rd with Gibby's.

Surplus Lucas Tools.

Need to purchase folders for training records.

Need to schedule Apparatus Bay drain cleaning in May.

May need to purchase (12) nomex hoods @ \$25.00 each to replace (10) used on fire calls.

Building and Grounds: (Com. Larson)

Thank you, FF Rit Desbiens, for repairing the holes in the walls and adding access panels to the officer's and community room closet.

The stem to the exterior faucet in the recreation room will be repaired in Summer by SRI Sprinkler or Suburban Plumbing.

Adirondack Overhead Doors was approved and will schedule the repair to Apparatus Bay Door #4 motor/sensor/controller not allowing door to open. Overhead garage door openers with remotes were installed in the back garage. Light bulbs need to be purchased and installed.

Recycling and Shredding service with Predal's Scrap is out of business, researching new shredding and paper recycling vendor. A free shredding day is being held at Burnt Hills Optical on May 18th, from 9-12. Shred It will also send an estimate.

A piece of gutter fell down during a thunderstorm. Insurance may cover this with \$500.00 deductible. Ballston Lake Gutters submitted an estimate of \$450.00 to replace the section of gutter from the back entrance door to the Apparatus bay door.

Precision Fence will submit an estimate regarding any fence repairs needed for the season. They will inspect 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.

Alarm & Suppression repaired the fitness medical room pendant. They will be sending passing inspection report.

The annual inspection and start of the sprinkler system by SRI will be scheduled for summer after possible landscaping work is completed. Installing vented tiles and insulation in the Community room ceiling will be researched.

Elegant Interiors will schedule to repair the wallpaper damaged by the leaking sprinkler head in the Community Room.

Inspection and repair of the line/pump from the charcoal filter tank to the pit were completed by Miller Environmental, as well as removal and disposal of the 55-gallon drum of spent carbon from the Apparatus bay floor drain system and installed a new drum with filter (already purchased and in back garage). Washing of vehicles can now resume.

Johnson Controls will submit an estimate for air conditioning and for building maintenance service to be compared with current pricing paid for services.

NYS DEC Wastewater Permit sampling of the outfall water granted an extension. Adirondack Environmental will schedule to sample and test outfall water. This should be scheduled semi-annually.

Grassland Equipment serviced the push mower and zero turn mower for Spring use.

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

Kulaks Nursery submitted an estimate of \$7449.01 to remove existing shrubs and install new landscape with plants and lighting in the front lawn and around flagpole and sign. A 30 day referendum notice was published to take funds out of the building reserve.

Wells Landscaping submitted an estimate of \$16,120.00 to remove shrubs, install landscaping stone, plants, and lighting in front lawn and flagpole/sign. Hewitt's Garden Center was contacted but do not offer designing or landscaping services. A 30 day referendum notice was published to take funds out of the building reserve. Recommendation was made to have no plants or flowers covering EGFD's address number on the front sign.

Capital Masonry submitted an estimate of \$2745.00 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 \$6160.00 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. Estimates will be researched for a new sign.

Ballston Spa Carpet will schedule to install new carpeting and baseboards in the Officer's room to replace the old carpeting.

Solid Surface submitted an estimate of \$2485.00 for removal of old countertops and installation of (2) Countertop work stations and (1) Windowsill countertop. They can remove the old, order new and install later.

Minick Kitchens and Homecrest Kitchens were sent pictures and measurements for estimates.

Station keeper Hough will start painting the Officers room for renovation. Thank you to all members for moving the filing, desk cabinets, and computers to the Board room temporarily.

An American and state flag were received to replace old, torn ones out front. New rope will be purchased. Old flags can be properly disposed at Town Hall.

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

The work release program will contact EGFD to possible schedule inmates to clean the Pavilion and complete outside landscaping work.

Eastern Heating & Cooling serviced the heating system and changed filters. Winter to Summer service will be performed when heat is no longer need in building.

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 that could be compatible with the current system.

Capital Power completed the semi-annual service for the generator.

An estimate from JDJ Comfort for \$27,165.00 was received for (2) Trane air conditioners (replace#3). An estimate was received from Eastern Heating for \$32,450.00 for (2) new Trane air conditioners. Johnson Controls submitted an estimate of \$32,914.87 for (2) new Johnson Controls Series air conditioners. An estimate of \$13,329.00 was received by Crisafulli Bros. for (1) new Trane air conditioner (replace #3). Notice of a 30-day referendum was submitted and published to use Building Reserve funds. References will be requested and checked.

Northeast Communications submitted an estimate of \$1,335.00 for a one-year phone service contract to cover our telephone system or \$195.00 for the first hour of labor on site and \$75.00 for each additional half hour labor, plus materials for service calls.

Equipment & Apparatus: (reported by Chief Thornhill)

230 New vehicle committee will meet to discuss options and planning to visit local vendors and fire departments to view design layout and equipment storage ideas.

231 Working with Vander Molen on magnets for roll up doors with missing end caps.

232 Adjusting fire police equipment and developing shelving for barricades.

234 Salter is being removed. Rear bulb needs replaced.

235 Leak reported last month appears to have self corrected.

236 Vander Molen came to check on rear backup camera was not working, they could not replicate issue. UL testing completed, report sent. FF Jones is fabricating mounting bracket for second Argus TIC.

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.

New apparatus use reporting is setup as a Google form and is now in service for members to use.

UTV Training has been conducted. Need to schedule annual maintenance in Spring.

The Town of Glenville is now staffed so it can perform vehicle preventive maintenance.

A new file holder was installed in the alarm room for documents frequently needed by members.

MES was notified of packs that were tested and lost stickers. .

MES took (2) bottles for hydrotesting. Recently noticed stickers coming off of bottles. They are contacting tester for solution. Haight Equipment will be contacted for SCBA annual system maintenance to be scheduled.

B-Lann measured members for approved gear purchase.

Photos of surplus Lucas tools and DeWalt tools will be taken for sale posting.
Received (5) chargers for Minitor 5 pagers from Albany Communication. (1) pager was returned for additional repair as it wasn't working correctly. (1) HT1250 was also dropped off for repair. Chiefs are in the process of reviewing the SOG's and implementing a new training records documentation process for PESH compliance.
PESH presented at the Chiefs association meeting to answer questions and provide guidance on "best practices." Consulting services are available to identify areas of deficiencies.
FF Labrie researching adding fans to the Apparatus bay ceiling to push the radiant heat.
Hose/Ladder/Appliance Testing will take place August 1st-7th.
The drainage system is fixed and members may now resume washing in the bays.

Finance and Budget: (Com. Pohl) No report

Communications: (Com. Pohl) No report

Medical: (Com. Pohl) Most members has completer firefighter physicals with Dr. Buff. CPR Refresher is complete. Thank you FF Costello and members for your assistance.

Legal and Insurance: (Com. Pohl) No report

Computer: (Com. De La Fleur) Chief Thornhill and Commissioner DeLaFleur met with Assistant Chief, Rich Manocchi of Glenville Hill FD about computer IT support and networking at EGFD. He submitted an estimate of \$75.00 per hour to manage EGFD's computer network and will submit estimates for computer system maintenance needed.

Personnel: (Com. Larson) All EGFD members are allowed a free membership to Schenectady County Composting & Recycling Center at 24 Hetcheltown Road. They have a list of members names.

Policies: (Com. De La Fleur) Commissioner Larson asks that the firehouse support BH-BL school advertisements on the outdoor sign board. FF John Saupp could also be consulted regarding sign advertisement requests.

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, 24th, 25th.

Accident Review Board: No report

LOSAP: (Com. De La Fleur) No report

Old Business: Commissioner DeLaFleur spoke with Crisafulli Bros. accounts payable and they are forwarding the communication received regarding the service contract billing not paid due to poor workmanship to their management department. Building security cameras are being reevaluated and the committee with research with other fire departments.

New Business:

A motion was made by Commissioner Costello, seconded by Commissioner Pohl and unanimously passed to approve the purchase of new gutter in back of building to replace old, fallen gutter from Ballston Lake Gutters not to exceed \$500.00 to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.401 Building Repairs/Maint.

Chairman of the Board of Commissioners Brian DeLaFleur stated he will regretfully resign from his position on the Board as of June 1st due to a work conflict. Thank you for all of your hard work and service to EGFD.

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed at 9:30 pm to adjourn.

Respectfully submitted,

Angel Vaughters
District Secretary