EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
May 20, 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
Company Vice President Nicole Porter

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

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

Chief's Report: (reported by Assistant Chief Schimikowski)
EGFD responded to 40 calls in April. Top responders were: KJ Kea;23, Shawn Primett;23, Al Martin;20, Clem Schimikowski;20, Bill Lamb;19, Len Prevost;19.

Chief Thornhill attended a class hosted at Thomas Corners Fire Department regarding cancer in the fire service. FASNY Best Practices Rules and Responsibilities training will be held at Glens falls FD on May 30th. Commissioners are encouraged to attend. The new apparatus use reporting form is set up in Google and is in service. Members please begin to utilize this report. The new medical survey is also up and running. Members please complete this medical survey for every EMS call. Thank you to all members that assisted with Recruit NY and Hooks & Hero's. Thanks to Lt. Primett and FF Yattaw for assisting at the Niskaday Fireworks. Welcome back life member Jim Pennie. Congratulations and thank you for your commitment FF KJ Kea, FF Scott Fura and FF Rit Desbiens who completed Ladder Tower Operator training. Pump training is currently being conducted. Mask Fit testing is completed. Thanks to all members who participated in the UTV training. A special thanks to Bill Lamb for assisting the Drivers Education class with fire police training. FF Andrea Eastup and FF Richard Desbiens are close to completing probationary training. Chris Abel, Jolene Lomens and Cian Thorpe started probationary training. Cian Thorp is taking BEFO training. Chief Ross Thornhill, FF Barb Bischoff, FF Andrew Pohl, FF John Zampella and FF Ryan Yattaw are completing EMT Refresher training. Captain Mike Meier and Lt. Budesheim will be taking Fire Officer 1 training in Montour Falls. Lt. Nick Abel, Lt. Budesheim and Lt. Shawn Primett, Captain Mike Meier, and Assistant Chief Rich Carr are enrolled in Fire Investigation for Line Officers and Water

Rescue Awareness training. Captain Mike Boisclair is enrolled in CFR Refresher Class. FF KJ Kea and FF Roger Dominguez are enrolled in IFO. FF Roger Dominguez is also enrolled in Water Rescue Awareness. Lt. Nick Abel, Assistant Chief Carr and Captain Mike Meier are enrolled in Intermediate ICS for Expanding Incidents training. Assistant Chief Clem Schimikowski is enrolled in Fire Police training. UL Ladder Testing was completed. The Scotia Memorial Day Parade will be held on May 22nd. IFO training has requested us of EGFD apparatus on May 22nd. MCI Triage training will take place at EGFD on May 30th. 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. The Fire Chiefs show will be held in Syracuse on June 14th. Alplaus Firefighter games will be held on July 3rd. The Alplaus Parade will take place on July 4th. Hose/Ladder/Appliance Testing will be August 1st-8th. FF Kevin Kea is experienced in security and made suggestions to the board on some improvements that could be made. He will research wireless CCTV and give additional suggestions to keep EGFD's people and property safe.

President's report: (reported by Company Vice President Nicole Porter)
A notice was sent to resigned FF Maria Westbrook requesting return of EGFD property.
FF Robert Ankabrandt is on military leave of absence from EGFD until August 8th.
EGFD EMS and UTV will be present at the Scotia Fireworks on June 28th.
EGFD will host a Community Day and Open Fire House with the celebration of East Glenville's75th Anniversary on October 5th and 6th. A company picnic celebration for members and families is scheduled for August 10th.
Recruit NY was held. Sparky the fire dog made an appearance.
Hooks and Hero's Youth Fishing at Indian kill preserve was held May 11th.
EGFD members participated in Relay for Life on May 18th.
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 April 2019 were reconciled by the Deputy Treasurer and presented to the Board for approval.

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

The independent Auditor will be submitting his audit report due the end of June.

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

To:	A3410.200	Purchase Trucks & Equipment		
Subaccount:	A3410.204	EMS Supplies	$	215.00
To:	A5095	Appropriated Fund Balance	$	215.00

To amend the 2019 budget for CPR Fees ordered in 2018 and Received in 2019.
Memo: $58.50 excess dress uniform encumbrance and $25.00 CPR Fees have been cancelled and added to unrestricted Fund Balance.

A motion for Resolution was made by Commissioner Pohl, seconded by Commissioner Petroski and unanimously passed to approve payment of Abstract #5 for voucher #135 through #169 in the total amount of $30,657.02

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
PS Trax for Personnel Inventory Tracking (50 @$24.=$1200.)
Received (5) Polytac 90 Flashlights
Received Vehicle Ram Mounts for I-Pads.
Surplus Lucas & DeWalt tools.
Need to purchase folders for updating training records.
Need to schedule Apparatus bay drain cleaning in June.
Would like to purchase Nomex hoods @ $25.00 each to replace (10) used on fire calls.

Building and Grounds: (Com. Larson)
Adirondack Overhead Doors repaired the Apparatus Bay Door #4 motor/sensor/controller that was not allowing door to open. Overhead garage door openers with remotes were installed in the back garage and light bulbs were installed.

Thank you Chief Thornhill and Company members for disposing the shredding at the free paper shedding day held at Burnt Hills Optical.

A piece of gutter fell down during a thunderstorm. Insurance may cover this with $500.00 deductible. A claim was opened. 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. Contractors will be contacted for estimates on additional repairs needed to fiber cement board and soffit that need fixed before the new gutters can be installed. East Coast Construction will schedule an estimate.

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.

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 repaired the wallpaper damaged by the leaking sprinkler head in the Community Room.

Johnson Controls submitted estimates for building maintenance service to be compared with current pricing paid for services. The current vendors have the best prices.

NYS DEC Wastewater Permit sampling of the outfall water granted an extension. Adirondack Environmental has taken outfall water test samples. Water testing needs to be scheduled semi-annually.

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

Kulaks Nursery will remove existing shrubs and install new landscaping with plants and lighting in the front lawn and around flagpole and sign in June.

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. 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 will remove the old countertops and install (2) Countertop work stations and (1) Windowsill countertop in the Officers Room.

Station keeper Hough painted the Officers room for renovation and assembled desk chairs. Thank you to all members for moving the filing, desk cabinets, and computers. Thank you FF Rit Desbiens for repairing the drywall.

Chief Thornhill will install the new American, NY State flag and rope out front of the firehouse.

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

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

Eastern Heating & Cooling completed the winter to summer service by shutting off the boiler and heat pumps, so only air conditioning will run in the 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 unit that could be compatible with the current system.

Tri County Extinguishers completed the annual inspection and all is working. They suggested that due to new building codes the salamander grill on the gas stove should possibly have an automatic extinguisher. The estimate of $745.00 plus $85.00/hour labor (estimating 2.5 hours) would add a bigger tank then the 8 flow points which we have currently, and add (2) extinguisher nozzles for the salamander. The Board will research if this is needed or if code is grandfathered with existing building codes.

JDJ Comfort will install (2) new Trane air conditioners with new air handlers and hot water valves to replace unit #2 &#3.

Equipment & Apparatus: (reported by Assistant Chief Schimikowski)
230 Committee met and will be looking at options at Chief's Show. Looking to purchase before years end.
2**31** Vander Molen replaced and glued all end caps.
232 No report.
234 No report.
235 No report.
236 Vander Molen came back to fix the rear backup camera that was not working as we were able to replicate the issue. Thank you FF Jones for fabricating the mounting bracket for the second Argus TIC. Power needs to be run then it will be in service.
237 No report
238 Wiper was repaired.
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 Maintenance completed. A rolling jack was purchased but does not hold the weight, looking at options. Trailer hinge bolt came out on training and the other came out at Hooks & Hero's. Need to find a permanent solution. Lighting was intermittent on the trailer at Niskyaday. Assistant Chief Schimikowski examined the lights.
The Town of Glenville is now staffed so it can perform vehicle preventive maintenance.
MES restickered and epoxied the bottles that were tested and lost stickers. They took 2 bottles that had not been hydro tested.
Haight Equipment completed annual maintenance service to the SCBA Compressor.
B-Lann measured members for approved gear purchase and are waiting on gear for Thornhill, Meier, Budesheim and Fura. They have measurements for Carr.
Photos of surplus Lucas tools and DeWalt tools will be taken for sale posting.
1 pager was sent for additional repair along with (1) HT1250 dropped off for repair.
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) CPR Refresher is complete. Thank you Dave Costello and the crew who assisted completing this for EGFD. FF Scott Fura is out on medical leave. FF Bob Moore's request to be a spectator at the Air National Guard Touch a Truck event was approved by the Board of Commissioners. Most member physicals have been completed.

Legal and Insurance: (Com. Pohl) Commissioner Pohl reports that EGFD insurance now offers added accident and sickness coverage to the policy that is includes loss of life due to cardiac function. Commissioner Pohl has reopened the insurance claim for the gutter that fell off the building during a thunderstorm. Commissioners need to submit a letter of resignation.

Computer: (Com. De La Fleur) Rich Manocchi Computers has started updating and backing up EGFD computer. For additional building Wi-Fi to run at full capacity EGFD will need a new Cisco router. He submitted an estimate for $680.40. The Board of Commissioners will revisit this estimate in the fall as the Wi-Fi is currently working.

Personnel: (Com. Larson) Thank you Assistant Chief Clem Schimikowski and Station Administrator Angel Vaughters for help coordinating the floor drain tank repair. A special thanks to Commissioner DeLaFleur for help with outfall paperwork. Station keeper Brad Hough did a great job painting and assembling the desk chairs for the Officers room renovation.

Policies: (Com. De La Fleur) The Board of Commissioners request they are notified by phone, in writing or email about any vehicles stored in the parking lot for more than a day.

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 postponed use of building for training until August. County EMS Smart Tag Triage training will be held at EGFD on May 30th, 6:30-8:30 pm.

Accident Review Board: No report

LOSAP: (Com. De La Fleur) A significant withdraw was made from LOSAP because one member became entitled in 2013 and got benefit payment.

Old Business: Commissioner DeLaFleur spoke with Crisafulli Bros. accounts payable last month and they are forwarding the communication received regarding the service contract billing not paid due to poor workmanship to their management department. No further communication has been received from Crisafulli Bros. 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 Larson and unanimously passed to approve the purchase of Rescue Ropes from B-Lann Equipment for $1,384.72 to be taken from A3410.200 Purchase Trucks & Equip Subaccount A3410.207 Rescue Equipment.

A motion was made by Commissioner DeLaFleur, seconded by Commissioner Larson and unanimously passed to approve the purchase of (50) Nomex Hoods from B-Lann Equipment for $1,250.00 to be taken from A3410.200 Purchase Trucks & Equip Subaccount A3410.203 Protective Clothing.

A motion was made by Commissioner Costello, seconded by Commissioner DeLaFleur and unanimously passed to approve the purchase of (2) Trash Cans with dolly wheels from Hillyard for $191.30 to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.403 Floors & Rubbish.

Thank you Chairman Brian DeLaFleur and Commissioner Petroski for your service to EGFD. You are both outstanding citizens and care have demonstrated a genuine interest and caring for our members and residents. EGFD wishes you health and happiness and everyone hopes to see you at our community events. Your expertise and wit will be greatly missed.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed at 8:50 pm to enter into Executive session.

The meeting was called back to order by Commissioner DeLaFleur at 9:22 pm.

A motion was made by Commissioner Petroski, seconded by Commissioner Costello and unanimously passed to approve payment of $24,448.50 to JDJ Comfort to be taken from A9960.804 Building Reserve for the installation of (2) new Trane air conditioning units with air handlers. The balance of $2,716.50 will be due when installation of (2) heat valves is completed. They are waiting on parts but this only involves the building heat which is not needed at this time and will be installed soon.

A motion was made by Commissioner Petroski, seconded by Commissioner Costello and unanimously passed at 9:23pm to adjourn.

Respectfully submitted,

Angel Vaughters
District Secretary