EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
January 20, 2020

Present: Commissioner Dave Costello
Commissioner Suzanne Pohl
Commissioner Beth Larson
Commissioner Michael Bartlett
Commissioner Ross Thornhill
Treasurer Jeff Prescott
District Secretary Angel Vaughters
Fire Chief Clem Schimikowski
2nd Assistant Fire Chief Mike Boisclair
Fire Company President John Labrie
Lieutenant 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 Thornhill and seconded by Commissioner Bartlett and unanimously passed to approve the minutes as amended of the December 16, 2019 Board meeting.

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson and unanimously passed to approve the minutes of the January 1, 2020 Swear In Ceremony and Special meeting.

A motion was made by Commissioner Thornhill and seconded by Commissioner Bartlett and unanimously passed to approve amended minutes of the January 6, 2020 Organizational meeting.

Chief's report: (Chief Clem Schimikowski)
EGFD responded to 67 calls in December. Top responders were: Clem Schimikowski;56, Len Prevost;46, Wayne Bunn;43, Ross Thornhill;37, Mike Meier;33.

Congratulations, Jeanne Foote for completing EMT certification. Bev Martinson is back to duty. Nicole Porter turned in all District and Company property upon resigning. Thanks to all members, Auxilary and mutual aid partners for performing admirable at the Cloverleaf Drive, Dentist Office, Neon Sushi and Frederick's Road fire. During a medical response it was noted the condition of the residence was a concern and was tagged unfit for occupancy. Thank you Past Chief Ross Thornhill for obtaining an $8,000.00 grant for a training pad at East Glenville. Winter hats were placed in member lockers. Members that were short on drills in 2019 have been advised and tags removed as reminder not to respond until they have the required drill credits. On January 21st Chief Schimikowski will attend the Southern Saratoga Chiefs Meeting and on January 23rd the Town of Glenville Fire Chiefs meeting. National Grid will hold a special drill on January 28th. On January 29th Scotia EMS will hold a lecture series. On February 1st members are invited to attend Union Hockey night. On February 11th is the EGFD

Company meeting. FF Chris Abel, FF Rit Desbiens and FF Sean Hennessey are enrolled in BEFO/IFO training. FF Roger Dominquez is enrolled in Fire Police, Ice Rescue Technician and Safety & Survival training. FF KJ Kea is enrolled in Fire Officer 1 training. FF George Budeshiem is enrolled in Safety & Survival training. Captain Nick Abel, FF Sue Desbiens and FF Kevin Kea are completing EMT recertification. Assistant Chief Rich Carr is enrolled in Instructor 1 training. Chief Clem Schimikowski is completing NFPA Ice rescue Technician training. Drill topics will be posted by the Sunday preceding a drill. Training Officers are Assistant Chief Mike Boisclair, Captain John Jewell and Lieutenant Mike Meier. They will build on Best Practice documentation and incorporate EMS skills into routine drills. EGFD is looking to schedule mutual aid drills with other departments.

President's report: (FF John Labrie)
Welcome to EGFD, Wayne Sandilands. He is a Firefighter from Thomas Corners that moved to Glenville. FF Cian Thorpe resigned as a member due to moving out of district. FF Hollie Abel turned in resignation effective January 13th, 2020 fur to busy work and school schedule.
FF Andrea Eastup turned in resignation effective March 1st, 2020 due to moving out of district.
FF KJ Kea suggested a company retention committee to train and welcome new members.
Class A uniforms from Galls are being researched. Thank you FF Wayne Bunn for coordinating the Union College Hockey night for members on February 1st. Thanks to FF John Saupp for updating the brass plates on the recognition plaques. FF Saupp also added many awards and 75th Anniversary pictures to the walls of EGFD for viewing. EGFD will hold Recruit NY Open House on Saturday April 25th to recruit new members. The EGFD Installation Banquet was held at the Lighthouse Restaurant and was a great night that was enjoyed by many members.

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

The bills for the month of January 2020 were prepared by the Treasurer and presented to the Board for approval.

A Motion for Resolution was made by Commissioner Thornhill, seconded by Commissioner Pohl and unanimously passed to amend the 2020 Budget as follows:

Increase:	A3410.200	Purchase trucks & Equipment	
Subaccount	A3410.203	Protective Clothing	$417.00
Increase:	A5095	Appropriated Fund Balance	$417.00

To amend the 2020 Budget for Embroidery of Winter Hats ordered in 2019 and Received in 2020.

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

Increase:	A3410.440	Training	
Subaccount	A3410.443	Fire Inspection	$400.00
Decrease:	A3410.440	Training	
Subaccount	A3410.441	Seminars & Membership	$400.00

To provide funding for excess Inspection Banquet costs.

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

Increase:	A3410.440	Training	
Subaccount	A3410.441	Seminars	$510.00
Decrease:	A3410.440	Training	
Subaccount	A3410.442	Fire Prevention	$510.00

To provide funding for textbooks purchased and expected EMT Fee Reimbursements.

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

Increase:	A3410.400	Building Repairs & Maintenance	
Subaccount	A3410.401	Grounds & Buildings	$437.00
Increase:	A3410.400	Building Repairs & Maintenance	
Subaccount	A3410.401a	Snow Plowing	$262.00
Increase:	A3410.400	Building Repairs & Maintenance	
Subaccount	A3410.402	New Paint & Wallpaper	$286.00
Decrease:	A3410.190	Contingency	$985.00

To provide funding for Boiler repair, 12/30/19 Salting and unexpected additional balance for Chief's office carpeting.

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

Increase:	A3410.460	Miscellaneous	
Subaccount	A3410.464	Station & Supplies	$ 7.00
Decrease:	A3410.460	Miscellaneous	
Subaccount	A3410.465	Advertising & Vote	$ 7.00

To provide Funding for additional postage Costs incurred.

A Motion for Resolution was made by Commissioner Thornhill, seconded by Commissioner Pohl and unanimously passed to amend the 2020 Budget as follows:

Increase:	A3410.209	New Vehicle	$5,156.87
Increase:	A5095	Appropriated Fund Balance	$5,156.87

To utilize 2019 Excess carryover for one time up-fit from Vander Molen for Chief's Vehicle.

A Motion for Resolution was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to amend the 2020 Budget as follows:

Increase:	A3410.400		
Subaccount	A3410.401	Building & Grounds	$6,795.00
Increase:	A5095	Appropriated Fund Balance	$6,795.00

Allocating 2019 Excess Carryover to purchase a new roof to replace a 20-year old roof from Pinnacle Roofing on the Back Garage.

A Motion was made by Commissioner Thornhill, seconded by Commissioner Bartlett and unanimously passed to pay voucher #14 to East Glenville Fire Company for $2,200.00 for 40 members to attend the EGFD 2020 Installation Banquet.

A Motion for Resolution was made by Commissioner Thornhill, seconded by Commissioner Bartlett and unanimously passed to approve the payment of up to $500.00 to Town of Glenville Water Department for 2020 Ad Velorem that is due for payment at end of month.

A motion for Resolution was made by Commissioner Thornhill, seconded by Commissioner Bartlett and unanimously passed to approve payment of Abstract #1 for voucher #407 through #46 in the total amount of $144,348.72.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bartlett 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 Hose from The Fire Store in August.
5.11 Hi Vis parkas (25@$280. each) for $7,000.00 from Fire Store
5.11 Professional Polo's (40@$40. each) for $1,600.00 from Fire Store
1 set structural gear from B-Lann for $2,900.00 (State Contract Price)
Embroidery Estimate (113 items X $8. each) for $904.00 for jackets, polo shirts and winter hats.

Requests: (3) Stihl Chainsaw (235/231/UTV) for $296.00 each for a total of $888.00
(1) NYS DOT Lab Fee for $200.00
Car 239 Upfit for $5,156.87
(10) Streamlights 88834 for $50.45 each for a total of $504.50
(2) Chin strap replacements for $22.59 each for a total of $45.18
(2) K-12 Saw Blades for $115.00 each for a total of $230.00
(2) Sawzall Metal Blades for $18.15 each for a total of $36.30
(2) Sawzall Demo Blade Sets for $19.99 each for a total of $40.00
(3) Carnies 1010 Helmets for $450.00 each for a total of $1,350.00
(4) Helmet Sheilds for $70.00 each for a total of $280.00
(3) I-pad Chargers for $17.00 each for a total of $51.00
EMT School Lab Fees
Turn out gear repairs to be sent to B-Lann for inspection and repair estimate
Order AAA Energizer Industrial Batteries
(5) members for $50.00 each for a total of $250.00 to attend Mac Boston training on 3/5/2020.

Building and Grounds: (Com. Larson)
The American flag flew off in a windstorm. Thank you Lieutenant Primett for searching for it. A new flag was ordered and received. The ladder truck may be needed to hang the new one.

An estimate of $2,980.00 was received from Ballston Carpet to remove old and replace new carpeting in the Recreation Room. Station keeper Hough can prep and paint the walls.

Ron at Islander Pools submitted a bid of $175.00 to disassemble and move & $300.00 to move back and reassemble. Re-felting of table any color (a company expense) would be around $175.00. Empire Pools quoted $600.00. Bob Daubney's Billards quote was $600.

Burnt Hills FD showed Commissioner Larson their security camera system. They will send over information of the system used. The LAView 16 camera package is $2,600.00 from Amazon. The Board would like committee recommendations.

Pinnacle Roofing submitted an estimate of $6,795.00 with $1,000.00 deposit (if plywood is needed $75.00 sheet) for the replacement of the back garage roof . Many companies were contacted with Pinnacle being the only estimate submitted.

Northeast Phones and Linstar will be contacted for an estimate for new door speakers that are not working. This system may need to be included with the security cameras review.

Ice Melt from Hillyard needs to be ordered as only a ½ pallet is left in the back garage.

Water softener pellets and delivery will be researched.

Master key copies will be made for the new Fire Chief's.

Eastern Heating replaced the broken low water cut off. Ordered and received a spare igniter and wire parts for the boiler. Also replaced the old pump contactor in the heat pump with a new Eaton Contactor. The meeting room thermostat is old and has a broken valve which needs new switches/relays and possible blower fan. Eastern sales and service technicians looked the system and will follow up with estimates.

The snow thrower was serviced and is working. It is stored in the back garage.

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. He will also be running conduit for ceiling fans installation. A lift will be rented.

An estimate of $330.87 was received from Hillyard for a baby changing station with free installation. This would fit in the women's handicapped bathroom.

Unisex shower signs are needed for the Decon room showers.

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

All Type Professional Doors will schedule maintenance and inspection of the Apparatus bay and building doors in spring.

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

Ballston Carpet will schedule to repair the door strips that catch on the doors to the bay and rec room.

Equipment & Apparatus: (Chief Clem Schimikowski)
230 New 230 committee continuing to meet.
231 New battery Chainsaw in service. New rehab chairs in service. New rope in service. Pump overheating corrected.
232 Rear door needs a weld repair. Researching estimates.
234 No report.
235 All pump leaks repaired by Vander Molen. New battery chainsaw in service.
236 No report.
237 Multiple up fits approved and scheduled for the first week of February.
238 Town of Glenville performed heat shield repair.
239 Requesting some up fits to match 237.
Thank you FF Jack Erckman for sharpening the chain saw chains.
Radio Project Update was held review and discuss new radio equipment that Schenectady County is moving to in 3 years. Awaiting appointment for UCC inventory.
SCBA flow testing will be scheduled February 19th at 7:30 am.
Multiple sets of gear need various repairs. A new labeling system will be implemented for gear needing repair.
Commissioner Thornhill, Commissioner Costello and Commissioner Bartlett attended the Radio Swap presentation at SCCC. The County will schedule an inventory of all radios and swap 1:1. They also attended the County Legislative meeting to accept the $8,000.00 grant for a training pad at EGFD to be used for state and county training classes.

Finance and Budget: (Com. Pohl) The Board will review reimbursement limits. Updating the credit card policy to include a credit card for 2nd Assistant Chief Michael Boisclair is recommended. District Auditors are scheduled for May 18th-20th. A signed contract for legal services from William Young was submitted.

Communications: (Com. Pohl) None.

Medical: (Com. Pohl) 2019 NYS BLS Protocols letter was submitted verifying compliance. DOH Lab Application is at Dr. Halbig's Office for signature then will submit for 2 year lab approval for glucometer readings. Physical and Fit tests will be scheduled in March. New member Wayne Sandilands will schedule a physical.

Legal and Insurance: (Com. Pohl) Insurance coverage booklets were received by Mang Insurance. Chief Schimikowski will research the EVOC training that is offered. Mang Insurance submitted a standard hold harmless agreement and facility use agreements and policies for the Boards review.

Computer: (Com. Costello) Rick Manocchi submitted an estimate of $204.98 to complete the recommended upgrade to the I Am Responding computer in the radio room. The old LOSAP computer needs to be surplused. The computer router is 5 years old and may need to be replaced soon.

Personnel: (Com. Larson) A list of members will be sent to the recycle center for EGFD members to receive a free pass. On March 21st Commissioners training will be held at Clifton Park FD.

Policies: (Com. Costello) The Board is working to update the policies then send to Mang Insurance for review.

Use of Station: March 4th BEFO Class at EGFD.

Accident Review Board: No report.

LOSAP: (Com. Costello) A new master plan and consolidated agreement that replaces two documents was signed and submitted. A report was given by Statistician Saupp and the report is posted in the Apparatus bay.

Old Business:
A motion was made by Commissioner Costello, seconded by Commissioner Thornhill and unanimously passed to approve the purchase of upgrading I Am Responding computer for $204.98 from Manocchi Technologies to be taken from A3410.460 Miscellaneous Subaccount A3410.461 Computer.

Esperance FD made a general inquiry about the surplused Lucas Extrication Tools and will submit a bid.

New Business:
A motion was made by Commissioner Thornhill, seconded by Commissioner Costello and unanimously passed to approve the purchase of (3) Stihl Chainsaws (235/231/UTV) for $296.00 each for a total of $888.00 from The Firestore to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.207 Rescue Equipment.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bartlett and unanimously passed to approve the purchase of a NYS Lab Fee for $200.00 to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.204 EMS Supply & Equip.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bartlett and unanimously passed to approve the purchase of Chief's vehicle 239 Up fits for $5,156.87 from Vander Molen to be taken from A3410.209 New Vehicle.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bartlett and unanimously passed to approve the purchase of (10) Streamlight 88834 for $50.45 each for a total of $504.50 from Amazon to be taken from A3410.200 Purchase Trucks & Equip Subaccount A3410.208 Safety Equip.

A motion was made by Commissioner Thornhill, seconded by Commissioner Costello and unanimously passed to approve the purchase of (2) Chin Strap Replacements for $22.59 each for a total of $45.18 from The Firestore to be taken from A3410.200 Purchase Trucks & Equip Subaccount A3410.203 Protective Equip.

A motion was made by Commissioner Thornhill, seconded by Commissioner Costello and unanimously passed to approve the purchase of (4) Helmet Shields from Conway Shields (sole source provider) for $70.00 each for a total of $280.00 to be taken from A3410.200 Purchase Trucks & Equip Subaccount A3410.203 Protective Equip.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the purchase of (2) K-12 Saw Blades for $115.00 each for a total of $230.00 from Curtis & Sons, (2) Sawzall metal blades for $18.15 each for a total of $36.30 from Amazon and (2) Sawzall Blade Sets for $19.99 each for a total of $40.00 from Amazon to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.207 Rescue Equipment.

A motion was made by Commissioner Thornhill, seconded by Commissioner Costello and unanimously passed to approve the purchase of (3) Carnies 1010 Helmets for $450.00 each for a total of $1,350.00 from The Firestore to be taken from A3410.200 Purchase Trucks & Equipment Subaccount A3410.203 Protective Clothing.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the purchase of (3) I-pad chargers for $17.00 each for a total of $51.00 to be taken from A3410.420 Truck Repair/Maint. Subaccount A3410.425 Radio/Maintenance.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the purchase of (3) Masimo Rad Hybrids Handheld Pulse Oximeters for $600.00 each for a total of $1,800.00 to be taken from A3410.200 Purchase Trucks& Equip Subaccount A3410.204 EMS Supply/Equipment.

A motion was made by Commissioner Thornhilll, seconded by Commissioner Costello and unanimously passed to approve the purchase of (5) members to attend MacBoston training up to $250.00 to be taken from A3410.440 Training Subaccount A3410.441 Seminars & Membership.

A motion was made by Commissioner Larson, seconded by Commissioner Bartlett and unanimously passed to approve the credit card limits as follows: Chief, 1st Assistant Chief and 2nd Assistant Chief First National credit cards with $2,000.00 credit lines each, District Secretary and Treasurer First National credit cards with $1,000.00 credit lines each and Commissioner's Pohl and Thornhill First National credit cards with $1,000.00 credit lines each.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the purchase of upgrading the I Am Responding computer for $204.98 to be taken from A3410.460 Truck Repair/Maint. Subaccount A3410.461 Computer.

A motion was made by Commissioner Thornhill, seconded by Commissioner Costello and unanimously passed to surplus 9 pair of old firefighter boots to be disposed.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the membership of Wayne Sandilands upon pending physical.

A motion was made by Commissioner Thornhill, seconded by Commissioner Costello and unanimously passed to approve the purchase of $2,980.00 from Ballston Carpet to replace recreation room carpet with new carpet and baseboard to taken from A3410.400 Building Repair/Maint. Subaccount A3410.402 New Paint/Wallpaper.

A motion was made by Commissioner Larson, seconded by Commissioner Bartlett and passed to approve the purchase of $475.00 from Ron at Islander Pools to disassemble the rec room pool table, move out of rec room, move back after carpeting and re-assemble to taken from A3410.400 Building Repair/Maint. Subaccount A3410.402 New Paint/Wallpaper.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the purchase of $330.87 from Hillyard for a baby changing station with free installation to taken from A3410.400 Building Repair/Maint. Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and unanimously passed to approve the purchase of $490.00 (state contract pricing) from Hillyard for a pallet of ice melt to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bartlett and unanimously passed to approve the purchase of $6,795.00 from Pinnacle Roofing to replace the old back garage roof to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Thornhill, seconded by Commissioner Costello and unanimously passed to approve the purchase of $44.94 from Amazon for a high output U shaped light bulb to replace a broken bulb in the front signboard to be taken from A3410.400 Building Repair/Maint. Subaccount A3410.401 Grounds & Buildings.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bartlett and unanimously passed to approve the surplus of the old steel desk from the EMS room.

A motion was made by Commissioner Thornhill, seconded by Commissioner Costello and unanimously passed to approve the purchase of uniform dress shoes from Galls for FF Kea.

A motion was made by Commissioner Bartlett, seconded by Commissioner Pohl and unanimously passed at 10:56 pm to adjourn.

Respectfully submitted, Angel Vaughters, District Secretary