

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
September 21, 2020

Present: Commissioner Dave Costello
Commissioner Beth Larson
Commissioner Suzanne Pohl
Commissioner Ross Thornhill
Treasurer Jeff Prescott
District Secretary Angel Vaughters
Fire Company President John Labrie
Fire Lieutenant Mike Meier
Firefighter Wendi Gapczynski

The Board of Fire Commissioners 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 Pohl and passed to approve the amended minutes of the August 10, 2020 Special Board Meeting on Permissive Referendum for a new Rescue 230 and August 17, 2020 Commissioners Board monthly meeting.

The Schenectady County Board of Elections met with the Board of Commissioners and toured the property to discuss voter polling regulations and traffic management for the primary election being held in November and using EGFD as a polling site. Suggestions were made to re-stripe parking spots to allow for handicapped and walkway access. Low spots in parking lot should be re-graded by catch basins, regrade access ramp to door, install ADA compliant door handle, and signs that the Board of Elections would use their grant funding to complete with no cost to EGFD. The Highway Department will survey and complete the work. Members please use caution when responding entering into the firehouse while work is being completed.

Chief's report: (Chief Clem Schimikowski)

EGFD responded to 71 calls in August. Top responders were: Len Prevost 62%, Clem Schimikowski 50%, Bill Lamb 50%, Mike Meier 42%, Mike Boisclair 39%.

Thank you to all members you answered the increase in calls, especially in the overnight hours and that assisted Burnt Hills FD to provide coverage. Captain Jewell and Lt. Meier are in the process of adding credentials to Target Solutions to track certifications. This will include EMT/CFR, DPO, MMR and BLS training. We are anticipating to also build a program from CME credits and will be updating Driver Refresher and Probationary training. BLS Medicine training is September 9th&10th and UTV training has been posted. A joint drill with Charlton FD

is planned for October 27th. A virtual online EMS conference is offered through NYS Pulse Check 2020 on September 12, 2020, all members are encouraged to sign up. Fall DPO is planned for the end of October and Schenectady County is not offering fire training this month due to no host agencies volunteering (primarily due to NYS COVID requirements). New classes for flashover training and hoarder fires are posted on the member board for sign up. Robert Ankabrandt resigned due to job from EGFD and has returned all property. Roger Dominguez resigned from EGFD due to a new job and has returned all property. Barb Bischoff has resigned due to moving. EGFD would like to welcome two new members, Nick Murphy and Patricia Corlett.

Specifications for the new Rescue 230 have been completed and submitted to Vander Molen for a Ford 2021 F350 4X4 Crew cab SRW/179. Vander Molen proposed a Stonewell body of Genoa to be mounted on provided single rear wheel chassis completed at Stonewell Plant in Genoa, NY for \$141,285.00 (HGAC Contract piggyback pricing) and was approved by the Board of Fire Commissioners. The permissive referendum is complete it is on order to be built. Build time is 150 days from receipt of chassis.

Specifications have been submitted to the Board of Commissioners and request for bids have been made to purchase a new chief's vehicle to replace old vehicle. With 238 out of service, the Town of Glenville has an extra vehicle (EMS Fly Car) it could loan the fire department if needed. Specifics regarding costs, maintenance and insurance will be researched if needed. The Commissioners and Chief will research using or modifying the use of existing EGFD vehicles to respond and provide best coverage until the new Chief's vehicle is delivered.

President's report: (FF John Labrie)

Patricia Corlett and Nicholas Murphy have been approved for membership. Roger Dominguez resigned due to a new job. Chris Abel would like to apply for re-membership. Chris is a former firefighter with EGFD and now has the time to pursue firefighting again. Barb Bischoff resigned due to moving out of district. Bev Martinson resigned as Company Secretary and are seeking a replacement. Thank you, Barb and Bev for all of your hard work and dedication to EGFD over the years. (9) Class A Jackets with repairs were received from Seamstress, Lynn Kirsch. Member badges are being ordered. Collation detail for the Company Fundraiser Flyers is September 23rd at 6 pm for members. Delivery to neighborhoods will take place September 24th-27th. A Brooks BBQ dinner will be held in October with drive thru Open House. EGFD will check with the Town regarding a Halloween Truck or Treat and a Drive Thru Breakfast with Santa in December is being planned by the Company. Congratulations Firefighter Sandy Chlopecki for being presented the FASNY Service Certificate from Senator Jim Tedisco to celebrate your 50 years' service to EGFD. Thank you for all you have done and continue to do for East Glenville Fire District and the community!

Treasurer's report: (Jeffrey Prescott)

The bank statements for the month of September 2020 were reconciled by the Deputy Treasurer and presented to the Board for approval.

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

A motion for Resolution was made by Commissioner Larson, seconded by Commissioner Pohl on and unanimously passed to approve payment of Abstract #9 for vouchers #277 through #306 in the total amount of \$33,505.88.

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 was made by Commissioner Larson, seconded by Commissioner Thornhill and unanimously passed to approve the 2021 Proposed Budget with a 0 % tax levy, no increase.

A motion was made by Commissioner Thornhill, seconded by Commissioner Costello and unanimously passed to approve the payment of voucher reimbursement for copy paper from Walmart for \$31.19 to be taken from A3410.460 Miscellaneous Subaccount A3410.464 Stationary/Supplies and \$53.00 for lawn control from Turfco Lawn to be taken from A3410.400 Subaccount A3410.401 Grounds & Buildings.

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

Increase:	A3410.200	Trucks & Equipment	
Subaccount	A3410.201	Hoses & Nozzles	\$ 22.00
Decrease:	A3410.200	Purchase Trucks & Equipment	
Subaccount	A3410.203	Protective Clothing	\$ 22.00

To provide funding for Excess Hose & Adapter shipping costs.

Increase:	A3410.420	Truck Repairs/Maint	
Subaccount	A3410.421	Tires & Batteries	\$ 141.00
Subaccount	A3410.422	Truck Repairs	\$ 1,080.00
Decrease:	A3410.190	Contingency	\$ 1,221.00

To provide funding for U-232 Battery & Repair to E235 & ER231.

Purchasing: (Com. Costello) Outstanding Approved Purchases:

Globe Turn out Gear for \$36,0000.00 Ordered. Fittings are in progress.

(4) Fire Dex Particulate Hoods for \$115.00 each for a total of \$460.00 Received.

(28) Emergency Escape Systems for \$365.00 each for a total of \$10,220.00 Ordered.

(40) EMS Response Shirts for \$20.00 each for a total of \$800.00 Ordered.

(10) Pager repairs for \$125.00 each for a total of \$1,250.00 Completed.

(5) Batteries for Stream lights for \$60.00 each for a total of \$300.00 Ordered.

(1) 2.5"-1.5" Hose Reducer for \$35.00 Ordered.

(2) 50' Fire Hose 2.5" for \$190.00 each for a total of \$380.00 Ordered.

(3) Elevator Keys for \$210.00 each for a total of \$630.00 Ordered.

(5) Elevator Fire Service Keys for \$140.00 each for a total of \$700.00

Purchase Requests: None.

Building and Grounds: (Com. Larson)

Snowplowing bids will be accepted and notice printed in the Gazette newspaper and on EGFD's front sign board.

Greens Furniture was contacted to repair a broken wood support brace in the bottom round corner of the sectional couch in the recreation room, waiting on a service technician.

Committee recommendations and estimates are being researched for the building security system. Seeking estimates from one vendor to complete the whole package. A grant opportunity with Linstar and Panasonic is being researched by Commissioner Larson and Thornhill.

Building air conditioning was cleaned by Tim at Eastern Heating. The air conditioning was shut off and building heating was turned on. He is researching the meeting room thermostat that is old and has a broken valve which needs new switches/relays and a possible blower fan. An old estimate of \$11,150.00 for a direct digital control was submitted. The Fresh air return is advanced and an estimate for a temporary repair and permanent repair will be submitted. Commissioner Thornhill or Larson will schedule a walk thru to review with a technician.

The apparatus bay exhaust fans are not working, this is unrelated to the carbon system. Eastern Heating will be asked about repair.

Fitness equipment for purchase is being researched through marketplace or gyms that may be selling equipment.

Rainbow Sprinklers will schedule to winterize and turn off lawn sprinklers in October. The water needs to be turned off in building (use hook to turn off in Officers Room Ceiling).

Twin Swan Tree Service's bid was accepted to clear and remove brush and over growth from both side fence lines and to clean up and remove 10-12 fallen trees by Pavilion. Waiting on date to be scheduled and notice will be given to Chief and members to use caution.

Electronic Office Products repaired the broken copier. They will submit a bid on the cost of a new machine to update the old one (estimated \$3,300.) keep or sell old one has no trade in value.

J Electric has replaced the old Honeywell controller with (1) CO sensor and (2) Nitrogen Dioxide sensors in the Apparatus bay and installed conduit and ceiling fans. Final calibration testing needs to be completed and system guides submitted to be filed.

Smith's Paving submitted a bid of \$112,000.00 to repave and restripe the parking lot.

Johnson Controls bid for a maintenance contract to service various building items will be reviewed by the Board for possible contract next year.

A 30x50x6" concrete training pad has been installed and completed by Adirondack Landscaping.

Copies of call sheet/LOSAP file key needs to be made and master given to Commissioners.

Mr. Help will be cleaning floors, tile, grout and furniture September 29,30 and October 1st.

The County Board of Elections and County Highway completed the parking lot review and suggested repairing the drainage of the 2 catch basins, striping with walkway access and parking spaces added, handicapped parking up to the light post, yellow arrows painted on road entrance and exit, one way signage on fences in and out, clean the silt out of catch basins so hydrant doesn't flood out (if Silt removal yearly is needed call County Highway). The repair to the concrete ramp incline and door handle is yet to be completed. Oct 28th 9:30-noon is poll machine drop off, Nov. 2nd is poll site setup 9:30am-6pm, November 3rd is Election Day 5am-9:30pm (EGFD to supply 14 chairs & 4 tables, key fob), November 5th is poll machine pickup 9:30am-5pm.

Equipment & Apparatus: (Chief Clem Schimikowski)

230 Specs for new 230 Approved. 30-day Permissive Referendum completed.

231 No report.

232 Received new light bar, installation on Friday. Winch cable was ordered. A/C out of service, Town of Glenville recharged it, will probably need recharging every Spring.

234 No report.

235 Tarp runner needs to be replaced, replaced missing 2.5" to 1.5" reducer, Accident paperwork from McNeil needed to be replaced.

236 Tracking lights not working, middle section ladder lights not working, back up camera not working, need rubber strap for ground monitor.

237 No report.

238 New 238 specification submitted to Board of Commissioners. Old 238 out of service.

239 No report.

UTV Need to add padding materials for patient packaging.

SCBA fill station out of service. Waiting on repair of valve. Purchased additional Scott SCBA MMR training and issuing of personal MMR soon.

Ordered EMS shirts for medical calls.

Ordered Emergency Escape Systems.

Ordered Turn out gear (150day delivery time)

Members please complete monthly PXTrax inspections. An SCBA module was added and is in use. Chiefs vehicles and inventories were added to PXTrax at no charge.

The Schenectady County Radio System Project is anticipated to be active in Spring 2021 with new mobile and portable radio identifiers in place with some radio number changes.

A new numbering system for Apparatus was given to the Chief and Board of Commissioners. UCC completed official radio count and will give 1:1 swap. Testing demo and additional pagers for incoming members will go out for repairs. Maintaining gear washing (Fire & EMS) and complete monthly PSTRAX inspections. EMS supplies in response to Coronavirus are on a continual ordering basis.

Finance and Budget: (Com. Pohl) The Board of Commissioners have reviewed and will vote on the 2021 Proposed Budget on October 20th at 7pm at the Budget Hearing Meeting. A notice will be placed in the Gazette newspaper and on EGFD's front sign board.

Communications: (Com. Pohl) No report.

Medical: (Com. Pohl) Gibby's Fit testing was completed and any member who needs a fit test can sign up online at Gibby's.

Legal and Insurance: (Com. Pohl) With VFW meetings, State/County classes starting up and IFO Classes starting in the Fall, the Board will contact insurance company regarding COVID release of liability waiver. Pending insurance claim payment from McNeil Insurance for vehicle 238 deemed totaled. Town guidelines were researched regarding who delegates the duties of the Station Administrator and it was found that the Board of Commissioners delegates the duties of the Station Administration, Chiefs and members. Bill VanGorder will meet on September 25th at 10am to review insurance coverages for 2021 and will return in December to renew. The usage and insurance coverage pricing will be researched if EGFD uses the Town of Glenville's fly car as a temporary Chiefs vehicle. Insurance coverage for new rescue and Chief's vehicle will need to be added.

Computer: (Com. Costello) Board is researching estimates for a new copier as the old one is at end of life.

Personnel: (Com. Larson) Will discuss Personnel in Executive session.

Policies: (Com. Costello) Policies will be reviewed and updated. Consolidation, food purchases for Code7, FOIL, hiring relatives of members, surplus, meetings, gatherings and CDC COVID guidelines will be reviewed.

Use of Station: VFW monthly meetings held at the firehouse are still postponed; Larry Zegland expressed they might like to resume meetings in September and called to ask about building use during COVID. The EGFD Ladies Auxiliary is allowed to meet at the firehouse on a night that there is no drill. Social distancing, wearing masks and no sharing of food must be maintained.

Schenectady County Board of Elections will use the building on Oct 28th 9:30-noon is poll machine drop off, Nov. 2nd is poll site setup 9:30am-6pm, November 3rd is Election Day 5am-9:30pm (EGFD to supply 14 chairs & 4 tables, key fob), November 5th is poll machine pickup 9:30am-5pm.

Accident Review Board: A copy of the Accident review was presented to the Board of Commissioners, reviewed, accepted and filed. The Board is recommending McNeil Safety review accident training. EGFD has requested Insurance Accident forms for vehicles from McNeil. If cameras are installed in vehicles, EGFD must archive and maintain 6 months retention of data. Pending insurance payment.

LOSAP: (Com. Costello) A Copy of the file key will be made for Board. The monthly report is included with the Chief's report.

Old Business:

A motion was made by Commissioner Costello, seconded by Commissioner Thornhill and unanimously passed to accept the bid of \$141,285.00 (HGAC Contract piggyback pricing) by Vander Molen Fire Apparatus for a Ford 2021 F350 4X4 Crew cab SRW/179, Stonewell single rear wheel chassis (build time is 150 days from receipt of chassis) completed at Stonewell Plant in Genoa, NY

A motion was made by Commissioner Larson, seconded by Commissioner Thornhill and unanimously passed to accept the purchase of a new Rescue 230 by Vander Molen Fire Apparatus for a Ford 2021 F350 4X4 Crew cab SRW/179, Stonewell single rear wheel chassis (build time is 150 days from receipt of chassis) completed at Stonewell Plant in Genoa, NY not to exceed \$143,000.00 (HGAC Contract piggyback pricing) to be taken from A9960.801 Apparatus Reserve and approved to be paid as payment scheduled in contract. The 30-day permissive referendum for this vehicles purchase has been completed with no public inquiries.

New Business:

A motion was made by Commissioner Larson, seconded by Commissioner Costello and unanimously passed to approve the membership of Christopher Abel as a member of EGFD pending physical.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed at 8:45 pm to adjourn to Executive Session regarding Personnel.

Respectfully submitted,

Angel Vaughters
District Secretary