

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
February 19, 2024

Present: Commissioner Ross Thornhill
Commissioner Beth Larson
Commissioner Doug Bradt
Commissioner Al Martin
Chief Nick Abel
1st Assistant Chief Mike Meier
District Treasurer Jeffrey Prescott
District Secretary Lindsay Abel

The Board of Commissioners meeting was called to order by Commissioner Thornhill at 7:00 pm followed by the Pledge of Allegiance to the Flag. There were eight people present.

A motion was made by Commissioner Martin seconded by Commissioner Bradt and approved to approve minutes of the Meeting held January 15, 2024.

A motion was made by Commissioner Martin seconded by Commissioner Bradt and approved to approve minutes of the Special Meeting held February 7, 2024.

Chief's Report: Chief Abel- Attached

President's Report- President Abel

Patrick Cunningham was sworn in as a member at the February Company Meeting.

The membership of probationary member Nick Murphy was terminated as of 2/19/2024.

The company requested permission to store the Christmas decorations in the garage, the Board agreed.

Treasurer's Report: Treasurer Prescott

Communications:

The Board of Elections sent notice of the 2024 Election information.

Committee Reports:

Grounds and Buildings; Commissioner Larson

Commissioner Larson presented the quotes she received to replace 8 door closers on the the apparatus bay doors. They are as follows:

All Type Professional Doors: \$22,995.00 (provides emergency services)

Adirondack: \$22,176.00 (does not provide emergency services)

Upstate Overhead Doors: \$22,147.00 (does not provide emergency services)

Oleary Overhead Door: No response

It the recommendation from Commissioner Larson to accept the quote from All Type Professional Doors as they will also provide emergency services to the doors should they need service urgently.

The washing machine has been repaired.

Commissioner Larson will be requesting an amount not to exceed \$1,000 for the picture rail in the meeting room and for any additional supplies needed.

Harold R. Clune Inc was here to service the roof cables in the front and back. They are both working.

The District Station Keeper quoted \$1,850 for stripping and waxing the floors throughtout the building. It will be organized with the Chief when this will be completed.

Mr. Help will be here on March 5, 2024 to clean all of the carpets and upholstered furniture.

Commissioner Larson has requested \$4,200 to Performance Industrial to epoxy the vestibule.

Commissioner Larson has requested \$950 to Twin Brothers Property Maintenance to remove the wallpaper and paint the vesibule.

Commissioner Larson is continuing researching new office chairs for the radio room and officer rooms.

Commissioner Larson will be getting quote to snake the all of the drains in the building.

Discussion was held regarind the light in the front of the building and whether or not it was necessary. The District pays \$91.57/mo. The Board will be exploring removing this light.

Finanace:

The District Treasurer reported that he is awaiting LOSAP information for all individuals who receive LOSAP benefits as the process has changed from past years.

Medical-

The Chief's asked where the Board would like individuals looking to receive the Hepatitis- B vaccine should go. The Board instructed them to start at WellNow as they handle the annual physicals. If WellNow can not do this, then go to another occupational health facility.

Legal and Insurance Commissioner Bradt

According to the lawyer there is no legal action needed to add the Captain of EMS to list of positions receiving LOSAP points.

Computers-

Commissioner Thornhill will be getting with the rest of the committee to plan mounting TVs in the hallways.

Personnel- Commissioner Larson

2 Potential candidates for the Deputy Treasurer positions were contacted, no response yet.

Commissioner Larson will be speaking to the District Administrator to gauge her interest in the position.

The Job Descriptions of the District Administrator and the Statistician have been updated to reflect them now being Verizon contacts.

Discussion was held regarding uniform District letterhead.

Commissioner Martin will be getting business cards ordered.

Equipment and Apparatus-

Covered under Chief's report

Use of Station- No Report

Policies-

The updated Job Descriptions will be added to the Policy book.

Legislation-

Discussion was held regarding the AFG grant and concerns of non-movement.

Scotia- Glenville School District passed the Firefighter Tax Exemption.

LOSAP- Covered under Legislation

Accident Review Board- No Report

Consolidation-

A meeting will be held with the Board of Commissioners of the Alplaus Fire Department to discuss the potential joint grant, as well as the current Consolidation.

Old Business- None

New Business-

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve \$150 to B&H to purchase Microsoft Office for the Statistician Laptop to come out of A3410.461 Computers.

A motion was made by Commissioner Larson, seconded by Commissioner Bradt and approved to approve \$22,995 to All Type Professional Doors for 8 new door closing systems for the apparatus bay doors. To come out of A3410.40B

A motion was made by Commissioner Larson, seconded by Commissioner Thornhill and approved to approve up to \$1,000 for the purchase of supplies and install of the picture rail system in the meeting room to come out A3410.402 New Paint/Wallpaper.

A motion was made by Commissioner Larson, seconded by Commissioner Martin and approved to approve \$4,200 to Performance Industrial to epoxy the vestibule floor to come out of A3410.402 New Paint/Wallpaper.

A motion was made by Commissioner Larson, seconded by Commissioner Martin and approved to approve \$950 to Twin Brothers Property Maintenance to remove the wallpaper and paint the vestibule to come out of A3410.402 New Paint/Wallpaper.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to approve \$775 to Mr. Help to clean all of the carpets and upholstered furniture to come out of A3410.401 Grounds and Buildings.

A motion was made by Commissioner Martin, seconded by Commissioner Larson and approved to approve \$1,850 to the Station Keeper to strip and wax all of the floors to come out of A3410.401 Grounds and Buildings.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to approve \$170.91 to purchase batteries to come out of A3410.207 Rescue Equipment.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve \$138.84 to purchase turnout gear name tags to come out of A3410.203 Protective Clothing.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve \$373.47 to purchase 8 headset batteries for LT-2376 to come out of A3410.207 Rescue Equipment.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve \$20.99 to purchase a replacement LED light strip for U-2352 to come out of A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Martin, seconded by Commissioner Thornhill and approved to amend the 2024 budget as follows:

Decrease	A3410.207 Rescue Equipment	<u>2,064.90</u>
Increase	A3410.206 Radios and Alarms	<u>2,064.90</u>

To provide funding for the purchase of 10 Unication G5 pagers.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to approve \$7,735.50 to purchase 10 Unication G5 Pagers/Desktop Chargers to come out of A3410.206 Radios/Alarms.

A motion was made by Commissioner Thornhill seconded by Commissioner Martin and approved to approve \$70 for Chief Abel and 1st Assistance Chief Meier to attend an NYSAFC Seminar at \$35 each to come out of A3410.440 Training.

A motion was made by Commissioner Thornhill seconded by Commissioner Martin and approved to approve \$55.99 to purchase 1 laminator machine to come out of A3410.464 Stationary/Supplies.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to approve \$100 to Firefighter Mike Boisclair for the Physical Fitness Reimbursement Program to come out of A3410.467 Physicals and Tests.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve the revised Job Description for the Station Administrator.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve the revised Job Description for the Statistician.

A motion for resolution was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to amend the 2023 Budget as follows:

Increase	A3410.460 Miscellaneous		
	SubAccount A3410.467 Physicals and Tests		60.00
Decrease	A3410.460 Miscellaneous		
	SubAccount A3410.469 Independent Auditor		60.00

To provide funding for two December 2023 Initial Physicals.

A motion for resolution was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to rescind the 2023 Budget amendment passed 1/15/2024:

Increase	A9960.803	Appropriation to Equipment Reserve	615.00
Increase	A9960.804	Appropriation to Building Reserve	<u>250.00</u>
Decrease	A9960.801	Appropriation to Apparatus Reserve	<u>(865.00)</u>

To amend the budget for allocation of Auction Proceeds to Equipment and Building Reserve. We did not realize as much as we hoped for for Apparatus Reserve, thus the decreased is absorbed by not having the gross proceeds A2665 as originally budgeted.

Since the funding of the reserve funds occurred in 2024, the accounting requires the funding to be part of the allocating excess 2023 unrestricted fund balance. The above amendment will be adjusted as follows:

A motion for resolution was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to allocate part of the excess 2023 unrestricted fund balance as follows:

Increase	A9960.803	Appropriation to Equipment Reserve	615.00
Increase	A9960.804	Appropriation to Building Reserve	250.00
Increase	A9960.801	Appropriation to Apparatus Reserve	<u>11,120.00</u>
Increase	A5095	Appropriated Fund Balance	<u>11,985.00</u>

To amend the budget for allocation of most Auction Proceeds to Reserve Accounts.

A motion for resolution was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to Apprpriate 12/31/2023 Asigned Unrestricted Fund Balance (Reserved for Encumbrances) as follows:

Increase	A3410.460 Miscellaneous	
	SubAccount A3410.462 Dress Uniforms	<u>408.41</u>
Increase	A5095	Appropriated Fund Balance
		<u>408.41</u>

To amend the 2024 Budget for the Dress Uniform Coat for Lt Sauter and the 7 Dress Uniform Coat Officer Braid sewing ordered in 2023 and received in 2024.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to approve Abstract #2 dated February 19,2024 totaling \$46,562.31.

Discussion was held regarding holding a defensive dribing course at the firehouse. Commissioner Thornhill will be researching.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to adjourn at. 8:17pm.

Respectfully Submitted,

Lindsay Abel
District Secretary