

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
April 17, 2023

Present: Commissioner Wendi Gapczynski
Commissioner Ross Thornhill
Commissioner Beth Larson
Commissioner Doug Bradt
Commissioner Ken Abel
District Treasurer Jeffrey Prescott
District Secretary Lindsay Abel
District Administrator Debbie Priddle
Chief Nick Abel
1st Assistant Chief Mike Meier
Captain John Jewell

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

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and was approved to approve the minutes of the February 20, 2023 Board meeting as amended.

Chief's Report: Chief Abel- Attached

The Chief requested that Captain John Jewell be approved to take the Hazmat Incident Command class.

Commissioner Thornhill asked the chief of the current apparatus repair process, and asked that he get board approval prior to authorizing repairs.

President's Report- President Abel

Chris Farley is on a leave of absence effective 4/11/23

Robert Cummings is on military leave of absence 4/5/23.

Rich Carr has submit his letter of resignation that was effective 3/27/23.

Treasurer's Report: Treasurer Prescott

The NYS Standard Workday paperwork for the Treasurer and the Secretary needs to be approved by the Board and sent in.

The Quickbooks membership needs renewal for \$549.

The auditors will be here the 18th and 19th.

Communications:

Correspondance was received from the County Board of Elections.

Committee Reports:

Grounds and Buildings; Commissioner Larson

The District Administrator has been signing out master keys.

Eastern Heating and Cooling was here and the gas valve they were replacing did not work, and they are working on another solution. We are still waiting for the handoff switch.

The CO filter in the apparatus bay needs repalcing. Alarm and Suppression has been contacted with no response. Eastern Heating and Cooling will be here in the fall, and we will need a lift, the board wants to coordinate the two jobs into one lift rental.

The boiler inspection needs to be done in May, the Board is trying to get Eastern Heating and Cooling here to fix the boiler before then.

Eric Freer looked at the electrical in ground for the LED sign.

Bids were received to remove the wallpaper from the meeting room and paint the walls.

Informative Home Inspections and Informative Project Solutions- \$9,950
Twin Brothers- \$13,675

The company that has originally complete has been unable to be reached.

Commissioner Larson suggested splitting the work between 2023 and 2024. The rest of the board agreed to get the work done all at once and not to split it.

The Turfco contract for the lawn treatments is \$360.

Eastcoast Sealcoating came and repaired the plow damage.

Stanley Steamer came and cleaned the dryer vent. The District credit card was not working. The District Administrator charged the service to her personal card and will be reimbursed, authorized by Commissioner Larson.

The Zero-Turn, push mower, and backpack blower need service. The Town of Glenville will do the work. Commissioner Thornhill is waiting on a response from Tom Copolla.

Will be waiting until later to clean the bay gates, this will be within the next month.

The District Administrator has started inventory tagging the District items that will be tracked in PSTRax. Discussion was held regarding which items the Board would like inventoried.

The Chief asked that the Station Keeper mount a mailbox outside of the EMS closet.

Finance-

The auditors will be here the 18th and 19th, Commissioner Larson will be here at that time.

Medical-

The Board review correspondence that was received from Saratoga Hospital regarding the annual physicals.

Commissioner Thornhill pointed out that it is not required to have physicals annually.

Legal and Insurance-

We should be receiving the Workers Compensation dividend check for \$13,904.

Computers-

The new WiFi system has been set up and is working well.

There is a guest network.

Different options were discussed to upgrade our spectrum internet.

Personnel- Commissioner Larson

The master keys are being signed out to the Commissioners, District Employees, and the Chiefs.

Discussion was held regarding a previous request to have a copy of the personnel file key made for the District Statistician. The Board was in agreement that any information that is needed from the personnel files can be expressed to the Secretary and the Secretary will gather all needed information.

Discussion was held on how to electronically send the Labor Law Compliance poster.

The District received District items from Sue Pohl's family.

The Board discussed a district property checklist to keep track of the district property that every individual has possession of.

Equipment and Apparatus- No Report

Use of Station- Commissioner Larson

Commissioner Larson reviewed the already scheduled building use events.

Captain Jewell requested use of the pavillion for a Boy Scout event, there was a favorable recommendation from the Company.

Policies-

No Report

Legislation- Commissioner Gapczynski

Discussion was held regarding the Tax exemption, there have been updates.

LOSAP- No Report

Consolidation- No Report

Accident Review Board- No Report

Old Business- None

New Business

A motion was made by Commissioner Thornhill, seconded by Commissioner Abel and approved to surplus various computer equipment including a Cicso router, 3 Cisco wirelss access points, a trend net switch, a 2 power over ethernet power injectors.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and approved to approve the Standard Workday report.

A motion was made by Commissioner Thornhill, seconded by Commissioner Abel and unanimously approved to approve \$270 to Eric Freer to fix the electrical box in the drain pump to come out of A3410.401 Grounds and Buildings.

A motion was made by Commissioner Abel, seconded by Commissioner Thornhill and approved to approve the 5-treatment contract totaling \$360 to come out of A3410.401 Grounds and Buildings.

A motion was made by Commissioner Gapczynski, seconded by Commissioner Larson and approved to accept to hold the 2023 annual physicals through Saratoga Hospital.

A motion for resolution was made by Commissioner Thornnhill seconded by Commissioner Abel and approved to appropriate 12/31/2022 Assigned Unappropriated Fund Balance (Reserved for Encumbrances) as follows:

Increase	A3410.200 Purchase Trucks & Equipment	
	SubAccount A3410.204 EMS Supplies	15.00
	SubAccount A3410.203 Protective Equipment	<u>20,335.00</u>
	Total Expenditure Increase	<u>20,350.00</u>
Increase	A5095 Appropriated Fund Balance	<u>20,350.00</u>

To amend the 2023 budget for EMS Supplies and 5 sets of turn-out gear that were ordered in 2022 and received in 2023.

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski and approved to approve April 17, 2023 Abstract #4 totaling \$50,514.15.

A motion was made by Commissioner Gapczynski, seconded by Commissioner Abel and approved to purchase a filing cabinet for \$275 to come out of A3410.204 EMS Supplies.

A motion was made by Commissioner Abel, seconded by Commissioner Larson and approved to approve \$105 for Captain John Jewell to take Hazmat Incident Commander to come out of A3410.441 Seminars and Membership.

A motion was made by Commissioner Gapczynski, seconded by Commissioner Abel and approved to enter into executive session at 8:48pm to discuss the employment history of particular people or matters leading to the demotion, discipline, suspension, dismissal, or removal or any person pursuant to Public Officers Law 105(1)(f).

A motion was made by Commissioner Gapczynski, seconded by Commissioner Abel and approved and return to regular session at 9:18pm.

A motion was made by Commissioner Thornhill, seconded by Commissioner Abel and approved to approve upgrading the Spectrum internet.

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski and approved to adjourn at 9:20pm

Respectfully Submitted,

Lindsay Abel
District Secretary