EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
November 20, 2023

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

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 nine people present.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and approved to enter into executive session at 7:01pm 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 Thornhill, seconded by Commissioner Larson and approved to return to regular session 8:10pm

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski and was approved to approve the minutes of the October 16, 2023 meeting.

Chief's Report: Chief Abel- Attached

The truck committee researching the purchase of a new engine have been exploring various manufacturers.

President's Report- President Abel

Danielle Geir was presented to the Board for membership with a favorable recommendation from the Company.

Kim Amash was presented to the Board for membership with a favorable recommendation from the Company.

Treasurer's Report: Treasurer Prescott

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Communications: None

Committee Reports:

Grounds and Buildings; Commissioner Larson

Eastern Heating and Cooling was here 11/10 and replaced the 2 heating tubes that needed replacing.

We received a quote from Easter Heating and Cooling for $1,344 for fan maintenance for fans that have never been serviced.

The new utility ramp arrived.

Pinnacle Roofing was here and made the repairs necessary on the roof.

East Coast Sealcoating is all set for to snow plow this season.

Rainbow Sprinkler came to check the system.

Various toilet seats throughout the building have been replaced.

The District Adminstrator has been attempting to contact Capital Generator.

All Type Professional Doors were here and serviced the door to the apparatus bay after a complaint from a member that it was sticking. It was greased and is working fine.

Thin Red Line Pressure Washing LLC will be here to clean the gutters.

Alarm and Supression will be in for the annual inspection on 11/22.

PSTrax inventory has been recorded and submitted.

Finanace: The 2024 Budget was successfully adopted.

Medical- No report

Legal and Insurance Commissioner Gapczynski

The windsheild was repaired on 237 by Safelite. Commissioner Gapczynski will be in touch with the Insurance.

Computers- Everything is working well. Commissioner Thornhill will be in touch with Rick Manocchi to replace the cable in the ceiling that goes to the meeting room.

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Commissioner Thornhill is working with the Chiefs to outfit the Training room with equipment for distance learning. He is requesting the purchase if 1 webcam from B&H for $179.

Commissioner Thornhill will be assisting in reconnecting the Chief's printer to the WiFi.

Commissioner Thornhill will be organizing this year's auction.

Personnel- Commissioner Larson

Discussion was held regarding increasing the District's credit line and where it would be allocated.

Commissioner Larson will be asking the Board to approve the revised Job Descriptions for the positions of Station Keeper and Station Administrator.

Equipment and Apparatus- Covered in Chief's report.

Use of Station- Commissioner Larson-

There are serveral upcoming station uses:

December 9th- Company Breakfast with Santa

December 16th- Kids Party

The Chief's requested that the PBA and the Ladies Auxiliary meetings be added to the Calendar.

Policies-

The Chief's asked that the Training Policy be reviewed.

The District Treasurer asked that the Fund Balance Policy be reviewed and increased to 10%-15%.

Legislation- No Report

LOSAP- No Report

Accident Review Board- No Report

Comsolidation- No Report

Old Business-

The Surplus Auction is ongoing and closes 12/1/23.

New Business

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Commissioner Thornhill will be contacting TRC in regards to the SPEDES permit.

A motion was made by Commissioner Gapczynski seconded by Commissioner Larson and approved to approve Joanne Jantz, Robin Meier, and Diane Costello as the 2024 Board of Election for the District Election 12/12 from 6pm-9pm. Each member will be paid $50 the night of the election. To come out of A3410.465 Advertising and Vote.

A motion was made by Commissioner Larson, seconded by Commissioner Thornhill, and approved to approve $1344 to Eastern Heating and Cooling to service 2 roof fans to come out of A3410.401 Grounds and Buildings.

A motion was made by Commissioner Larson, seconded by Commissioner Thornhill and approved to approve increasing the District Administrator's credit limit from $1,000 to $3,000.

A motion was made by Commissioner Martin, seconded by Commissioner Bradt and approved to approve the revisesd Job Descriptions for the positions of Station Keeper and Station Administrator.

A motion was made by Commissioner Martin, seconded by Commissioner Thornhill and approved to approve 4 members to take EMT totaling $2,800.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to purchase 6 EMT textbooks totaling $900.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to approve the reimbursement of the tuition cost upon successful completion.

A motion was made by Commissioner Gapczynski, seconded by Commissioenr Thornhill, and approved to approve 3 members to take the AHA BLS CPR course totaling $180.

A motion was made by Commissioner Gapczynski, seconded by Commissioner Martin, and approved to approve the purchase of 4 Lieutenant badges.

A motion was made by Commissioner Gapczynski, seconded by Commissioner Martin, and approved to approve the purchase of Vulcan Box lights totaling $5,135.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to approve the purchase of 1 webcam for $179.

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

Increase	A3410.400		Building Repair &Maintenance	
	SubAccount	A3410.401	Grounds and Buildings	1,416.00

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Decrease	A3410.400		Building Repair &Maintenance	
	SubAccount	A3410.407	Parking Lot	1,416.00

To adjust General Building & Grounds Maintenance for Maintenance Costs and to fund the heat tube repair and meeting room tile leveling.

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

Increase	A3410.400		Building Repair &Maintenance	
	SubAccount	A3410.403	Floors & Rubbish	98.00

Decrease	A3410.400		Building Repair &Maintenance	
	SuAccount	A3410.407	Parking Lot	98.00

To provide funding for 6 cases of Trash bags, and to fund December's trash bill.

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

Increase	A3410.460	Miscellaneous		
	SubAccount	A3410.467	Physicals and Tests	560.00

Decrease	A3410.460	Miscellaneous		
	SubAccount	A3410.469	Independent Auditor	560.00

To provide funding for an additional annual physical and to provide funding for 2 initial physicals for 2 new members voted in by the Company at the November 2023 Meeting.

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

Decrease	A3410.400		Building Repair &Maintenance	
	SuAccount	A3410.407	Parking Lot	1344.00

Increase	A3410.400		Building Repair &Maintenance	
	SubAccount	A3410.401	Grounds and Buildings	1344.00

To provide funding for the Roof Fan maintenance.

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A motion for resolution was made by Commissioner Thorhill, seconded by Commissioner Gapczynski and approved to amend the 2023 budget as follows:

Increase	A2706	Grant from Local Government	5,900.00
Increase	A3410.210A	County Grant Expenditures	5,900.00

To provde funding for the purchase of the LED Box lights.

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

Decrease	A3410.200	Purchase Trucks and Equipment		
	SuAccount	A3410.204	EMS Supply/Equipment	3,206.00
Increase	A3410.440	Training		
	SubAccount	A3410.441	Seminars and Membership	3,206.00

To provide funding for the EMT class Tuition and Supplies.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to approve November 20, 2023 Abstract #11 for $20,786.72.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve $150 for the rental of a Porta-Jane for the NYSAFC training to come out of A3410.441 Seminars and Membership.

A motion was made by Commissioner Thornhill, seconded by Commissioenr Martin and approved to approve $60 to Susan Landry teaching CME course.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to adjourn at. 9:17pm.

Respectfully Submitted,

Lindsay Abel
District Secretary

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