

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
October 16, 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
District Statistician Clem Schimikowski
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 Gapczynski and was approved to approve the minutes of the September 18, 2023 meeting.

Chief's Report: Chief Abel- Attached

President's Report- President Abel

Lt Eric Puffer is to host a children's birthday party on October 21st in the afternoon.

Treasurer's Report: Treasurer Prescott

Communications:

The Schenectady County Board of Elections sent a notice of this years elections.

Committee Reports:

Grounds and Buildings; Commissioner Larson

Eastern Heating and Cooling will be providing a quote to go on the roof and repair the exhaust system.

The 2 circular pumps from the boiler have been removed and are being rebuilt. Once complete, we will be scheduling a time for them to come back to replace.

It was recommended the Board accept the quote of \$4,715 from Eastern Heating and Cooling to rent a lift and replace 2 radiant tubes and the hardware using 2 technicians and 1 day of work.

Commissioner Larson presented a utility ramp for the garage for 684.99

Commissioner Larson recommended that the Board approve Pinnacle Roofing to repair the roof at \$100/hr, 2 workers.

Commissioner Thornhill will be organizing this year's auction.

Commissioner Larson recommends Suydam Construction to repair the meeting room ceiling. Discussion was held, and Commissioner Larson will be communicating our conflicts to the contractor.

Finance-

The budget hearing was prior to the start of the meeting, the Budget will be presented for approval under New Business.

Medical-

No report.

Legal and Insurance-

Discussion was held regarding whether or not the insurance company needed to be called the new windshield that is needed on 237. We do have glass coverage; the insurance company will be called.

Computers-

Commissioner Thornhill will be working with Rick Manocchi to update the computer wiring to the Meeting Room.

Quickbooks was updated to the 2023 version.

Commissioner Thornhill will be troubleshooting the scan to email difficulties.

Personnel- Commissioner Larson

Commissioner Larson has made suggestions regarding the job descriptions of the Station Administrator and the Station Keeper.

Equipment and Apparatus- Covered in Chief's report.

Use of Station- Commissioner Larson-

There are several upcoming station uses:

November 7th Elections- drop of machine
Nov 9th- Elections- pick up machine
November 11th- Room Rented
December 9th- Company Breakfast with Santa
December 16th- Kids Party
December 18th Birthday party

Policies-

The Policy Committee will be meeting to discuss a new policy for the electric sign.

The District Treasurer requested that the Fund Balance Policy be revisited.

Legislation-

The Public Hearing was held regarding the Firefighter Tax Exemption prior to the meeting. This will be revisited under New Business

LOSAP-

Call Statistics have been sent out.

Accident Review Board- No Report

Old Business-

Commissioner Gapczynski opened the Plow Bids.

Madison Turf- \$5,600- did not meet specifications

East Coast Sealcoating \$6,700

Capri Precision \$10,500

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin, and approved to accept the snowplow bid from East Coast Sealcoating.

New Business

A motion was made by Commissioner Larson, seconded by Commissioner Bradt, and approved to approve \$4715 to Eastern Heating and Cooling to replace 2 radiant heating tubes to come out of A3410.401 Grounds and Buildings.

A motion was made by Commissioner Larson, seconded by Commissioner Bradt and approved to approve NTE \$3,000 to Pinnacle Roofing to repair the roof above the apparatus bay to come out of A3410.401 Grounds and Buildings.

A motion was made by Commissioner Larson, seconded by Commissioner Martin and approved to approve \$2,300 to Suydam Construction LLC to repair the ceiling in the Meeting Room to come out of A3410.401 Grounds and Buildings.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and approved to use Collar City Auction as our auctioneer.

A motion was made by Commissioner Thornhill, seconded by Commissioner Larson and approved to approve \$2,500 to JElectric for work completed on the CO system in the apparatus bay to come out of A3410.401 Grounds and Buildings.

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

Decrease	A3410.190	Contingency	<u>6,471.00</u>
Increase	A3410.209	New Chief's Vehicle	<u>6,471.00</u>

To provide funding for the upfit of the new Chief's Vehicle.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt, and approved to approve Auto Solutions to complete the upfit of the New Chief's Vehicle to come out of A3410.209 New Chief's Vehicle.

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

Increase	A3410.485	Phones and Internet	<u>738.00</u>
Decrease	A3410.190	Contingency	<u>738.00</u>

To increase Phones and Internet for October Shortage and for November and December Billings that are higher due to upgrade done early 2023.

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

Increase	A3410.460	Miscellaneous	
	SubAccount	A3410.467	Physicals and Tests
			<u>20.00</u>

Decrease	A3410.460	Miscellaneous	
	SubAccount	A3410.466 Legal	<u>20.00</u>

To provide funding for the excess costs of Physicals and Evaluations.

A motion was made by Commissioner Bradt, seconded by Commissioner Martin and approved to approve the purchase of a utility ramp for the garage at 684.99 to come out of A3410.401 Grounds and Buildings.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve the Resolution Authorizing Partail Real Property Exemption for Volunteer Ambulance Service Workers.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve \$1951 for supplies for the New York State Association of Fire Chief's Training that will be held on November 4th and 5th at the Firehouse to come out of A3410.441 Seminars and Memberships.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to approve October 16, 2023 Abstract #10 for \$102,292.04.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to approve \$257.19 to purchase new collar brass for Class A uniforms to come out of A3410.462 Dress Uniforms.

Firefighter Kevin Kea made the Board aware that the Company has decided to move forward with a contractor to complete the work on the Pavilion. Commissioner Larson will be sending him everything he needs to know regarding using contractors.

A motion was made by Commissioner Thornhill, seconded by Commissioner Bradt and approved to enter into executive session at 8:28pm to discuss the employment history of particular people or matters leading to the demotion, discipline, suspension, dismissal, or removal of any person pursuant to Public Officers Law 105(1)(f).

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to return to regular session 9:16pm.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to adjourn at 9:16pm.

Respectfully Submitted,

Lindsay Abel
District Secretary