

**Glenville Fire District #7 – Commissioner’s Meeting  
Thomas Corners  
5 Airport Road, Glenville, New York 12302**

**Wednesday, February 8, 2023**

**Present:** Chairman Dale Graves, Vice Chairman Mike Sgambati, Commissioners Wayne Penn (via phone), and Ed Wierzbowski; Treasurer Tammy Stocker; Chief Dan Vlainich; Assist Chief Garth Riccio

**Absent:** Commissioner Robert Bruce; Secretary Terri Petricca

**Meeting was called to order by Chairman Dale Graves at 6:02pm**

**Motion:** The minutes of the January 2023 meeting are approved.

Moved by: M. Sgambati

Seconded: E. Wierzbowski

Ayes: Four

Noes: None

Absent: One

**Motion Carried**

Privilege of the floor was opened and with nobody present to speak, was closed.

**Chief’s Report: Chief Vlainich**

**Calls**

January 1<sup>st</sup>, 2023 - January 31<sup>st</sup>, 2023 Call Report

Incident Type	Number of Incidents	Total Hours
Fire Alarm	7	164
Mutual Aid Standby	1	0.1
Mutual Aid Structure Fire	0	0
Hazardous Condition	3	36.8
Wires Down	1	0.7
Rescue Entrapment	1	9.8
Emergency Medical Service (EMS)	63	8,109
Total	76	8,320.4

**Drill/Truck Check Schedule**

Topic	Date
Drill - Vital Signs/O2 Admin	2/15/23* & 2/17/23
Truck Check	2/21/23 & 2/24/23
Drill - Hazcom/EC Plan	2/28/23 & 3/3/23
Truck Check	N/A

\*Wednesday Night

**Personnel**

Our current staffing level is currently at 26 Active Members which includes 4 Probationary Members and 2 Firefighters with Restrictions. The firefighter who has moved out of our District has returned all District equipment.

Two firefighters are out on medical, non-firematic related.

One firefighter completed the National Fire Academy Incident Safety Officer course.

**Operational Report**

We responded to a dumpster fire located at 2A Freemans Bridge Road on January 17<sup>th</sup> 2023. The Schenectady County Fire Investigators have provided a report. I have provided this report to the District for retention.

I have been in contact with Dr. Buff in regards to continuing to provide the District’s firefighters their initial/annual physicals through Saratoga Hospital Occupational Health. I have sent the Board of Fire Commissioners the forms Saratoga Hospital Occupational Health will be utilizing. The forms provided meet all of the current standards and are acceptable to use from my perspective. Dr. Buff has provided Commissioner Dale Graves with a fee schedule outlining the costs of services for review.

Assistant Chief Riccio is working to provide quality objective training for the Department. We are currently taking advantage of this time of year to complete our annual review of CPR/First Aid, Hazardous Communication Plan, Exposure Control Plan, Sexual Harassment and Fire Extinguishers.

The Line Officers have been completing their weekly inspections on their assigned apparatus. There is still some work to be done however we are making progress.

I have been reviewing our “Run Card” the UCC utilizes for our call response. I intended to make some minor changes in regards to our mutual aid coverage.

The Exposure Control Plan and Hazardous Communication Plan were revised to reflect the District’s format. These Plans were sent to the District Secretary for review and distribution.

We have 5 individuals interested in taking the CPR/AED Instructor course. We are currently exploring vendors who would be able to facilitate this training.

In an effort to coordinate our EMS services I have established an EMS Committee chaired by EMS Captain Wayne Penn. The Committee is currently evaluating our EPCR system, EMS responses and equipment needs.

I will be implementing a dedicated Safety Officer for the Department moving forward to better align ourselves with NFPA 1521. This position will provide crucial oversight of our training program, station/response safety and our on scene activities. I have several potential candidates for this and I plan to have the position filled by the end of this month.

Unfortunately, the District has missed the opportunity to apply for the FEMA AFG Grant due to a short application window and my limited time. This grant would have been a great opportunity for the District to supplement the annual budget and obtain the equipment the District is looking to procure during FY2023. As previously documented in my January 2023 report, I am asking the District to look into hiring a grant writer or having a Commissioner responsible for exploring and writing grants.

I have attached a list of duties and responsibilities for the Chiefs and Line Officers for 2023. I am asking for the Board of Fire Commissioners to provide a similar list to the Chiefs.

### **Equipment Report**

The Cutters Edge roof ventilation saw has been looked at by D&L Tree Service. A parts list was provided by D&L Tree Service and Assistant Chief Riccio is working to have the saw repaired.

2740 was having a “no start” condition after being turned off when not connected to shore power. This issue was diagnosed by the Town of Glenville Highway Department resulting in a new battery being installed.

279 will be going to the Town of Glenville Highway Department on February 9<sup>th</sup>, 2023 for a NYS Inspection and service.

2724 is still running rough when the engine temperature warms up. The engine needs to be brought to Firematic or Cummins to be further diagnosed beyond what the Town of Glenville Highway Department has done.

### **Topic(s) of Discussion**

Some of the Thomas Corners Fire Department Policies in some instances parts of the Glenville Fire District #7 Policies. I would like to work with one of the Commissioners to incorporate the Department Policies into the District Policies. This will help limit any duplication or confusion as to which policies, procedures, guidelines dictate the different parts of our business.

After discussion with Assistant Chief Riccio we believe it is best to retain our current chief vehicles until the new vehicles are placed fully in service. While the new vehicles will be delivered upfitted there will most likely be a need to make small modifications to fully place the vehicles in service such as installing the radios, adding mounts, etc. Having the Chief’s utilize their personal vehicles to respond during the lapse between the new and old vehicles will create additional issues for the District such as insurance, maintenance and fuel.

## Requests

Qty.	Description	Vendor	Cost	Line Item
1	Laerdal LCSU Suction Units - UNIT, COMPACT SUCTION, LCSU 4, 300ML - 880061*	Laerdal	\$709.00	A3410.206 EMS Equipment
10	300ml Disp. Canister w/tubing*	Laerdal	\$20.00	A3410.206 EMS Equipment
2	Accountability Tag	Fire Safety USA	\$29.90	A3410.211 Misc. Equipment Items

\*Quotes attached to this report

Vlainich reported that he has been in contact with Manocchi Technology Services, LLC regarding the audio visual system, quote attached herewith. Vlainich spoke with the department about splitting the cost, they are proposing 40% department/ 60% district. Second quote to come from Towne TV. E. Wierzbowski suggested getting quote for projector system. Matter was tabled until next month.

### Requests:

**Motion:** Approval to purchase one (1) LCSU 4, complete unit, 300ML-880061 at a cost not to exceed \$709.00 from budget line A3410.206 EMS equipment

Moved by: M. Sgambati

Seconded: E. Wierzbowski

Ayes: Four

Noes: None

Absent: One

**Motion Carried**

**Motion:** Approval to purchase ten (10) 300 ml disposable canister with tubing at a cost not to exceed \$200.00 from budget line A3410.206 EMS equipment

Moved by: M. Sgambati

Seconded: E. Wierzbowski

Ayes: Four

Noes: None

Absent: One

**Motion Carried**

**Motion:** Approval to purchase two (2) accountability tag at a cost not to exceed \$30 from budget line A3410.211 Misc Equipment

Moved by: E. Wierzbowski

Seconded: M. Sgambati

Ayes: Four

Noes: None

Absent: One

**Motion Carried**

## **COMMITTEE REPORTS**

### **Equipment**

#### **W. Penn**

- 6 oxygen bottles were filled for a cost of \$40 each. This is a substantial increase by Airgas. He suggested looking elsewhere or Mohawk Ambulance to have our bottles filled. D. Graves said he would reach out to Airgas regarding the increase.

#### **M. Sgambati**

- Looked into rental of SCBA with Empire. Leasing needs to be handled through an agent for Empire. D Vlainich to inquire with others about locally leasing SCBA units.

### **Apparatus**

#### **D. Graves**

- 270 had battery issue, switch box problem. Rewired back lights as back lights were constantly drawing on the battery.
- 274 went to be scanned today.
- 279 had no codes, suggested going to Cummins. It will be there for a while. Vehicle does not die, just bogs down. Currently, it is not a safety issue.
- Quote for detailing the trucks was received in the sum of \$1450, see attached. M Sgambati said it is worth a try. E Wierzbowski said need to figure what to do in house first, such as softener or else issue will continue. D Vlainich feels that vehicles/equipment should be budgeted each year to be stripped and waxed. Matter has been tabled to spring time to research hard water problem. Possibly running secondary interior softener line or obtain whole separate system. E Wierzbowski to contact H2O for quote on second system

### **Building & Grounds**

#### **E. Wierzbowski**

- Questioned how door repair was going. D. Graves said B Bruce was looking into another company.

#### **D. Graves**

- Service call done by TBS for boilers that were short circuiting. Adjust aqua stat, now back to normal
- Received bill for W E Phillips for door repairs.
- Quotes received for stripping floors and cleaning rugs, Stanley Steamer. Will forward quotes to everyone. Table matter until next month. G Petricca recommends Stanley Steamer

### **New Business**

M. Sgambati – none

W. Penn – none

E. Wierzbowski – none

D. Graves

- Schenectady county interested in the chief vehicles, offering \$15k each.
- LOSAP has been completed, will post tomorrow. 16 members received incentives this year.
- Received contract for physical from Saratoga Hospital.

**Motion:** Authorize Chairman D Graves to enter into one-year Occupational Medicine Services agreement with Saratoga Hospital commencing on 2/1/23.

Moved by: M. Sgambati

Seconded: W. Penn

Ayes: Four

Noes: None

Absent: One

**Motion Carried**

- Todd Lavery still working on boiler, spoke with several vendors, looking into smaller boiler.

### **Old Business**

M. Sgambati – none

W. Penn – none

E. Wierzbowski – none

D. Graves - Ben is home from hospital and now has hospice care.

### **Finances**

T. Stocker

**Motion:** Now therefore be it resolved that the commissioners of Glenville Fire District No. 7 hereby authorize district treasurer issue payment of vouchers 028-2023 through 048-2023 in the sum of \$3,081.98 from 2022 budget; and

Be it further resolved, that the commissioners of Glenville Fire District No. 7 hereby authorize the district treasurer to issue payment of vouchers 022-2023 through 054-2023 in the sum of \$99,176.05 from 2023 budget; and

Be it further resolved that the commissioners of Glenville Fire District No. 7 hereby authorize the district treasurer to transfer funds from Savings 0220 to Now Checking 0215 in the sum of \$25,000

Moved by: M. Sgambati

Second by: E. Wierzbowski

Ayes: Four

Noes: None

Absent: One

**Motion Carried**

**Motion:** Now therefore be it resolved that the commissioners of Glenville Fire District No. 7 hereby authorize the district treasurer to make the following 2022 budget transfers:

From A3410.403 Supplies to A3410.401 Maintenance/repair in the sum of \$735.69

From A3410.442 FF Conf/Training to A3410.421 Maintenance/repair in the sum of \$1164.26

From A3410.443 Public Education to A3410.446 Physicals in the sum of \$40.00

Moved by: M. Sgambati

Second by: E. Wierzbowski

Ayes: Four

Noes: None

Absent: One

**Motion Carried**

With no further business to conduct the meeting was adjourned at 7:14 PM.

Respectfully submitted

Tammy Stocker