

West Crescent Fire District
Monthly Meeting Minutes
July 10, 2024

The July 10, 2024 meeting of the West Crescent Fire District Board of Fire Commissioner's was called to order at: 7:00 PM by Chairman Meehan.

Present were: Commissioner's: Meehan, Young, Rokjer, Sullivan, Smith; District Treasurer D. Rokjer, District Secretary Cooper, Chief Ayotte, Asst. Chief Brimhall, President C. Ayotte and Building Superintendent Berlin.

Introduction of any special guests:

H2M – Dennis Ross and Katrina Pacheco

- Resubmitted Storm Water protection plans to the Town of Halfmoon. Paul Marlow forwarded to his boss and that's where it stands at this time.
- Attempted to contact CKM Electric and has not received any calls back. Chairman Meehan advised the electrician has returned and relocated the electrical box in the training area and location is good per Commissioner Rokjer. Lighting has also been fixed in the station by deactivating motion sensor and replaced with an on/off switch.
- Katrina spoke about change order #11 – Installation of Sprinkler system and waterline planned to come off Crescent Road from 2" to 6"
- Katrina inquired the status of payment to Bast Hatfield as H2M does not have all the records of final signed change orders. Some change orders (8 & 11) have not been signed.
- H2M does not have a final pay app for electrical, should be cleared up with final work being completed.
- Dennis inquired with the original list regarding the water service and septic tank credit being resolved, what is the final resolution the board is looking for. There was a discussion and the board will go into executive session.
- Katrina will provide unsigned change orders

Bank of Greene County - Donald MacCormack and Bob Gibson

- Bank of Greene County reviewed the districts accounts and are providing 3% interest across the board on all bank accounts. Commissioner Young would like a higher interest rate. Don will follow up and see what he can do. Commissioner Rokjer made a motion to move all funds from Key Bank to the Bank of Greene County, seconded by Commissioner Sullivan. Board members in favor of the motion, Meehan, Rokjer, Sullivan & Smith, opposed Young. Motion Carried.

Approval June Minutes:

There were no changes to the June 12, 2024 regular meeting or the June 27, 2024 workshop. Commissioner Smith moved to accept the minutes with no changes, seconded by Commissioner Young. All in favor, motion carried.

Audit of bills received:

Commissioner Young moved to accept the bills, seconded by Commissioner Sullivan. All in favor, motion carried.

Treasurer's Report:

- Deputy Treasurer Warn will be contacting the auditor regarding the recommendations noted on the annual financial report for clarification.
- As of this month, 61% of the budget has been used, keep an eye on spending.

Commissioner Sullivan moved to accept the treasurers report, seconded by Commissioner Young. All in favor, motion carried.

Company Report:

President Ayotte reported on the following:

- Company bus trip to Boston is this Saturday, July 13th. Commissioner Rokjer made a motion that the district purchase dinner for the members as done in the past, seconded by Commissioner Smith. All in favor, motion carried.
- President Ayotte and Chief Ayotte will be attending the FASNY convention in Niagara Falls. Commissioner Rokjer made a motion that the cost of the hotel and training reservations be placed on the district credit card, to be reimbursed by the company. Motion was seconded by Commissioner Sullivan. All in favor, motion carried.
- President Ayotte provided information on the replacement of the gym equipment to the board. The board will look to put this in the 2025 budget.
- President Ayotte would like to update the banquet policy.

Hall Report:

- Kenworth will be using the hall for training on Wednesday, July 17th and will give a donation to the company at the current hall rental rate.
- Red Cross failed to pick up their garbage and tables/chairs last week for the blood drive. President Ayotte has notified the representative to advise.

Building Report – Commissioner's R. Rokjer, Young & Smith

- Sage Engineering will be completing the drawings within the next 2 weeks and looking to go out to bid in August for the HVAC in gear / decon room.
- Toilets in station 2 have been checked, appears to be copper oxidation.
- There is no air flow for the bathrooms in Station 2. Building Superintendent Berlin will be looking to put a diverter in the unit.
- Switch will be installed next to CO detector is station 2 for exhaust fan.
- Chairman Meehan made a motion to purchase two farm fans for Station 2, seconded by Commissioner Sullivan. All in favor, motion carried.
- Chairman Meehan presented Past Commissioner Berlin a watch for his years of service as Fire District Commissioner.

Truck Repair Committee – Commissioner's Smith, Sullivan & Young

- Check has been received for the damage to 691
- The communication cable for the thruster on the boat has been damaged and parts are on order.
- 694 – Foam unit, waiting on part. Issues with the suction and SRS light have been corrected.
- Existing foam in storage has PFOS in it. Look to replace with green foam. Tag foam upstairs Out of Service.

Long Term Planning Committee – Entire Board, Chair Commissioner Meehan

- No Report

Insurance Committee – Commissioner's Sullivan & Young

- The district is not covered at this time for check fraud. Commissioner Sullivan made a motion to obtain forgery and alteration coverage for up to \$250k at a cost of \$45 per year, seconded by Commissioner Young. All in favor, motion carried.
- Asst. Chief Brimhall spoke with Carla West from ESIP at the Chief's Show and was advised that our agent could bid from other companies besides Utica Mutual. The board will move forward with shopping for agents after the budget process is finalized.

Future Equipment Purchases – Commissioner's Meehan & R. Rokjer

- No information on the grant
- Asst. Chief Brimhall and Chairman Meehan will reach out to Senator Tedisco for assistance.

Chief's Report:

- 22 Alarms for the month of June
- No word on the Riverview Road Bridge closure
- July 27th – Members and apparatus will be attending the Saratoga County Fair
- July 19th – Members and apparatus will be assisting the Firefighter 1 class
- Auctions International will be in the area conducting photo shoots. Look to surplus portable pump and portable radios
- Chief Ayotte will be attending the FASNY Convention the first week in August
- Company trip to Boston 7/13, will be setting up automatic mutual aid
- Vector Solutions will be conducting a webinar demonstration on 7/24
- Attended Clifton Park Planning Board meeting for 1523 Crescent Road. Proposed commercial buildings being constructed, concerns with traffic
- Clifton Park EASB meeting 7/17
- Discussions with Town of Halfmoon regarding the road for the Prescott property meet Town specs.
- Gear testing will be September 2nd
- Portable generator for pump trailer to be serviced

- Purchase of 2 dry hydrant adapters not to exceed \$1K for the pump training area

Commissioner Sullivan moved to accept the Chief's report with purchases, seconded by Commissioner Smith. All in favor, motion carried.

New Business:

- Training stipend policy – waiting on draft from neighboring department
- CAFDA day at Saratoga Race Course – August 9th
- Commissioner Sullivan made a motion to purchase SonicWall for computer system at a cost of \$1217, seconded by Commissioner Young. All in favor, motion carried.
- Security camera training scheduled for Tuesday, July 23rd
- Asst. Chief Brimhall advised no need to purchase flammable cabinet for Station 2. He will work on cleaning up the work area and relocating hazards.
- Discussion on lawn maintenance, zero turn and push mower to be budgeted in 2025.
- Commissioner Rokjer to look into sheds for the training area.
- Public comment to OSHA is due by July 22nd. District will have completed and submitted next week.
- Signage for offices are in. Commissioner Rokjer and station keeper to install.

Old Business:

- Building Superintendent Berlin spoke with Kira at SunLight regarding the solar panels on the roof being removed. SunLight proposed a new plan estimating a savings of approximately \$1300 per year - \$13K over the 10-year contract. All back charges will be removed. Commissioner Sullivan made a motion to renew the contract with the following included: roof issues to be corrected before the contract is signed, review every six months, panels to be removed from the roof at the end of the contract, motion was seconded by Chairman Meehan. All in favor, motion carried.
- Boat launch – surveying the river at this time for a good location

Motion by Commissioner Rokjer to go into executive session at 9:22 PM to discuss the building project, seconded by Commissioner Sullivan. All in favor, motion carried.

Motion by Commissioner Sullivan to reconvene from executive session at 10:10 PM, seconded by Commissioner Smith. All in favor, motion carried.

Motion by Commissioner Smith to pay Bast Hatfield their remaining balance, seconded by Commissioner Sullivan. Board members in favor of the motion, Meehan, Young, Sullivan & Smith, opposed Rokjer. Motion Carried. Bast Hatfield will also be removing the pipe and concrete box.

Motion by Chairman Meehan to have H2M reimburse the Fire District for the \$12,063 payment to Bast Hatfield and H2M to forgive the remainder of their bill, seconded by Commissioner Rokjer. All in favor, motion carried.

Motion was made by Commissioner Young with a second from Commissioner Sullivan to adjourn the meeting at 10:14 PM. All In favor, meeting adjourned.

Respectfully submitted,

John Cooper Jr.
Secretary to the Board of Fire Commissioners

