

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
June 15, 2026

Present: Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Rit Desbiens
Commissioner Ross Thornhil
Commissioner Al Martin
Chief Mike Meier
Assistant Chief John Jewell
District Treasurer Jeffrey Prescott
Captain Sue Desbiens
Lt. Nick Abel
Vice President Amanda Delaney
District Secretary Debbie Priddle

The Board of Commissioners meeting was called to order by Chairman of the Board Commissioner Martin at 7:00pm. There were 12 members present.

Commissioner Martin asked if there was anyone from the public that wished to speak and no one came forward.

Commissioner Martin asked if anyone had any additions to the amended April minutes. Commissioner Larson made a motion to approve the amended April minutes. Commissioner Desbiens seconded that motion with all in agreement.

Chief's Report: See attached. Chief Meier summarized the statistics, apparatus, equipment, training, and purchases on the chief's report. Chief Meier also commended the crew that responded to the car fire at Hampton Run Apartments for their outstanding job in getting it under control and ventilating the affected apartments.

Presidents Report: Commissioner Martin welcomed Amanda Delaney as the new Vice President of the company elected at the last company meeting. She reported that the company welcomed one new member Rondell Sinanan and the company had one leave of absense request.

Treasurer's Report: Jeff Prescott summarized the revenues, deposits, expenditures, reserve funds, LOSAP, fixed assets, balance sheet, profit & loss, budget and incumberances. He also reported that the annual audit has been completed and he has a copy of the audit report that will be provided to the secretary for permanent record. He has reported he had received formal documentation from Schenectady County regarding the refund of the taxes that Immaculate Conception Church has been paying for the last three years of \$13,698.99 which represents three years of tax bills that will be an absolute bill at the end of the year. He mentioned that it may be worth an inquiry to our attorney as it was a clerical error by the assessors office to see if we have any recourse with the town.

Communications: No report.

Procurement: No report.

Buildings and Grounds – Commissioner Larson reported that we will be contacting All Type in the beginning of July as they came in to look at all of our exterior doors and we are still waiting on the report for them. It was noted that we need weather stripping on the exterior door behind the bar and the door going outside at the end of the hall near the district office.

We are still trying to find someone to maintain and inspect the Honeywell carbon monoxide system in the apparatus bay.

Duell Plumbing came in and was able to repair the toilet in the decon room without taking up the floor. We have asked them about the drain caps in the kitchen and cleaning out the apparatus bay drains.

We have talked to Eastern about giving us a quote for replacing the thermostats installed by Johnson Controls so Eastern controls the whole building.

We have asked HHR to give us a quote for replacing the motor in the hood vent for long term planning. Hopefully, some of the ventilation issues in the kitchen will be fixed when Eastern finishes their work on the units in the ceiling above the storage room. We are waiting for a quote for a replacement unit. Two of the units were repaired but a third unit was completely burned out.

Paul Perry Kitchens came in and replaced the laminate behind the stove with stainless steel and fixed the laminate under the pot sink.

Capital Generator came in and did their six month service check.

Sue Desbiens had asked Commissioner Larson about stains on the carpet in the barroom and there are some in the district office. We have discussed taking out those squares and replacing them with extras that we have stored.

Commissioner Larson reported that we have new flags for the flagpole and thanked Commissioner Desbiens for lowering the flags for Memorial Day and telling us they needed to be replaced.

Commissioner Larson and Commissioner Martin met and discussed long term projects in the firehouse. We have new boilers, new HVAC in the building, upgraded the lighting. Every room has been gone through with new paint, new flooring, furniture. The only thing left in the building is the wallpaper in the hall which we decided to leave for now. The main bathrooms have been upgraded and the decon bathrooms have been maintained.

The big projects remaining that have been identified are the roof which has been looked at and fixed over the bays, the parking lot and the fascia areas above the bay doors and across the front

of the building. Commissioner Larson has contacted the architect regarding how to start this project. She reported we need a construction manager and an architect. They come together and draw up a plan which they present to the board and we eventually then put it out to bid. Commissioner Larson sent a budget request to the treasurer for \$25,000.00 to be set aside to start this project. We will also get the quotes for the doors and quotes to replace the windows in the firehouse for future budgeting and planning.

Finance and Budget: Commissioner Thornhill reported that we have to get together soon with the budget committee. Any requests should be submitted to the treasurer and then meet in July to put together the budget to be presented and voted on before submission to the town.

Medical: No report.

Legal and Insurance: No report. Commissioner Thornhill stated that there would be discussion in executive session.

Computers: Commissioner Thornhill reported that he has a meeting on the 25th of June at 2:00 with ABS and he left a message with another company. He also reported that he has started putting together documentation himself on our computer systems.

Personnel: Commissioner Larson reported that she had requested the administrator, station keeper and district secretary's names be put on the monitor outside the radio room and that has been done. Commissioner Martin mentioned that there is annual training that needs to be done for the employees through McNeil and that will be assigned.

Equipment and Apparatus: Commissioner Martin – No report other than what was in the chief's report. The chief shared pictures of the new truck being built.

Policies: Commissioner Thornhill noted that when we go through the SOG's that the lawyer and insurance agent see them as a requirement.

Use of Station: Commissioner Larson – Station use for the public is on hold until after Eastern has finished the fan maintenance.

Accident Review Board: No report.

LOSAP: District administrator reported that she sent out the April, May and year to date reports. She is working with the chief to post spreadsheets that also include training hours, drills, meetings and other activities. She has also been in contact with Clem to meet.

Legislation: Commissioner Thornhill reported there was discussion about the property tax credit and income tax credit for firefighters. It has been approved by both houses but not the governor yet.

Old Business: Commissioner Larson asked if we should make a motion on sending the SOG's to the lawyer and the insurance agent and it was decided that it would wait until they have been contacted and we find out if they want them as they are done or all at once.

New Business: Commissioner Thornhills made a motion to approve the list of surplus items provided by the chief. Commissioner Gapczynski seconded the motion with all in agreement.

Commissioner Martin made a motion to approve the use of 2325 in the Alplaus parade, seconded by Commissioner Thornhill with all in agreement.

Commissioner Thornhill made a motion to approve the purchase of 4 rescue harnesses for \$1,092.96, seconded by Commissioner Gapczynski with all in agreement A3410.207.

Commissioner Thornhill made a motion to approve the purchase of 2 CMC clutches for \$1,377.00, seconded by Commissioner Larson with all in agreement A3410.207.

Commissioner Thornhill made a motion to approve the purchase of one CMC swivel single pulley for \$120.60, seconded by Commissioner Desbiens with all in agreement A3410.207.

Commissioner Thornhill made a motion to approve the purchase of one CMC swivel double pulley for \$153.00, seconded by Commissioner Desbiens with all in agreement A3410.207.

Commissioner Thornhill made a motion to approve the purchase of 4 FSA XR2 helmets for \$788.00, seconded by Commissioner Larson with all in agreement A3410.207.

Commissioner Thornhill made a motion to approve the purchase of 6 pairs of structural gloves for \$839.70, seconded by Commissioner Larson with all in agreement A3410.207.

Commissioner Thornhill made a motion to approve the purchase of 5 Nomex hoods for \$199.95, seconded by Commissioner Desbiens with all in agreement A3410.207.

Commissioner Thornhill made a Motion for Resolution to Amend the 2026 Budget as follows: Increase A3410.440 Training, subaccount A3410.444 Membership dues \$145.00, decrease A3410.440 Training, subaccount A3410.443 Fire Inspection \$145.00 to provide funding for the TOG Chiefs Association Dues. Motion seconded by Commissioner Gapczynski with all in agreement.

Commissioner Thornhill made a Motion for Resolution to Amend the 2026 Budget as follows: Increase A3410.460 Miscellaneous, subaccount A3410.461a LOSAP Software \$1.00, decrease A3410.460 Miscellaneous, subaccount A3410.467 Physicals and Tests \$1.00 to adjust prior month budget amendment for the addition of the CAD feature to the LOSAP software. The listed price at the May meeting was short by \$0.90. Motion seconded by Commissioner Larson with all in agreement.

Commissioner Larson made a motion to approve the treasurer's report, seconded by Commissioner Desbiens with all in agreement.

Commissioner Martin made a motion to accept the Abstract of Audited Vouchers #6 dated June 15, 2026. Motion seconded by Commissioner Gapczynski with all in agreement.

Motion was made by Commissioner Thornhill and seconded by Commissioner Larson to adjourn the meeting with all in agreement. Meeting adjourned at 8:38pm.

Commissioner Thornhill made a motion to approve the additional voucher for Wellnow Urgent Care for 5 EKG's that were missed at the annual physicals as well as one interior/exterior initial physical for new member Sinanan. The total bill is \$575.00. Motion was seconded by Commissioner Desbiens with all in agreement.

A motion was made by Commissioner Thornhill, seconded by Commissioner Gapczynski and approved to enter into Executive Session at 8:07pm to discuss proposed, pending or current litigation and 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).

The regular meeting was called back into session at 8:27. Commissioner Thornhill made a motion to adjourn the meeting at 8:27 seconded by Commissioner Larson with all in agreement.

Respectfully submitted,

Debra Priddle
District Secretary