

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
February 16, 2026

Present: Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Rit Desbiens
Commissioner Al Martin
Commissioner Ross Thornhill
Chief Mike Meier
District Treasurer Jeffrey Prescott
Statistician Clem Schimikowski
Vice President Kevin Kea
Captain Wayne Sandilands
District Secretary Debbie Priddle

The Board of Commissioners meeting was called to order by Commissioner Gapczynski at 7:00pm. There were 11 members present.

Commissioner Martin made a motion to accept the minutes from the Special December Meeting of December 30, 2025. Commissioner Thornhill seconded the motion with all in favor.

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

Chief's Report: Chief Meier summarized the statistics, apparatus, equipment, training, and purchases on the chief's report.

The chief reported that we have three new CPR instructors; Rit Desbiens, Sue Desbiens and Amanda Delaney.

Presidents Report: Vice President Kevin Kea – The membership voted to accept past member Eric Puffer to rejoin the department and they are currently interviewing other applications. The fire company hosted a Valentines Day event that was sparsely attended. The fire company is holding a blood drive at the firehouse on Saturday February 21 from 8am to 12pm. The efforts of the company are concentrated on fiscal compliance based on the volume of ongoing investigations by the NY State Comptroller's Office and recruitment and retention. The company would like board approval to use the EZ Up that was removed from 2321 for use at future recruitment events and company functions. The company is participating in the Recruit NY campaign sponsored by FASNY on Saturday April 18th from 10am to Recruit NY 2pm and will include a "Touch a Truck" event in the parking lot. Proof of insurance will be requested from the participants.

The company has received comments from the membership concerning a number of items. The digital member board outside the radio room indicates Al Martin as past chief which is incorrect.

There are several members whose photos are not on the website and firematic officers whose rank is incorrect in the photo. The company is asking those items be corrected.

Treasurer's Report: Jeff Prescott summarized the revenues, deposits, expenditures, reserve funds, LOSAP, fixed assets, balance sheet, profit & loss, and budget.

Communications: Commissioner Thornhill stated we received a notice from the Board of Elections and the election schedule is Tuesday June 23, 2026 and Tuesday November 3, 2026. We also received our SPEDES permit renewal which will expire 01/31/31.

Buildings and Grounds – Commissioner Larson. Eastern came in to address the hot water and look at the DECON room. We will also have them look at the workout room. There was also a request for an “as built” drawing and they have sent us a diagram which will be in a plastic sleeve near the boilers. All Type Doors was asked for a report on all of the exterior doors and we are waiting for that report. For parking lot signs, Commissioner Martin and Commissioner Thornhill are working on them. For the bathroom stall, Commissioner Martin installed one new latch for everyone to check out in the ladies bathroom. The CO2 detectors that are in the bay; Commissioner Thornhill replaced a sensor but could not reach all of them. We will call Alarm & Suppression for a quote on maintaining that system. We are still waiting for Apex to come in and switch the hot and cold water and take care of the two drains. The board discussed the issue with the frozen apparatus bay drains and we will ask Eric Freer to come back Tuesday and try to clear it. Johnson Controls was in on 01/22/26 and they need different parts to correct the heat in the meeting room. The board discussed the problems we are having in the kitchen with the excessive heat. It was recommended we remove the shelf over the stove so that will be done. Other options were also discussed.

The wall behind the stove was also discussed and Paul Perry Kitchens is going to install stainless steel for \$1,050.00.

Eric Freer submitted a quote for \$486.17 to lower the pipe in the drain pit to insulate it against the cold air. It froze the first time in the upper pipe in the sand pit and the last time there was ice blockage in the sand filter pit pipe.

Commissioner Larson reported that NY State has started a new online electronic reporting system for prevailing wages and now we will have to apply for PRCs (Prevailing Rate Certificates) yearly for all vendors doing work at the station.

Commissioner Larson presented the annual Linstar contract to be approved for \$240.00.

Turfco sent us the yearly contract for the lawns for \$375.00.

Clune came and replaced the broken middle light fixture over the apparatus bay doors on the front.

Finance: The auditors will be in Saturday March 14th to audit the books in the board room and will need a commissioner to speak with them.

Medical: Commissioner Gapczynski – No report.

Legal and Insurance: Commissioner Gapczynski – The insurance claim on 2325 is now closed.

Computers: Commissioner Thornhill discussed in workshop the quote that was provided by Repeat Business Systems and he is going to talk to some other companies. Commissioner Thornhill will check the treasurer and statistician computers and update them to Windows 11 if they are not already done. The computers in the radio room and alarm room are very limited use so they do not need to be updated. Commissioner Thornhill also presented a document management system in workshop for discussion purposes.

Personnel: Commissioner Larson – Everyone signed up for commissioner school and Commissioner Desbiens has completed it. They chiefs are scheduled to take it. Commissioner Larson stated that she met with Commissioner Gapczynski regarding additions to the job description for the district administrator and statistician which will be updated. Room rental requests have increased dramatically. Commissioner Larson noted there were some complaints from the company that the station host compensation was not adequate and asked the board to look at it. After discussion, the board agreed on a 1.5% increase for the district administrator.

LOSAP: Discussion was held regarding LOSAP points to be awarded to the Captain of EMS and it will be the same as the other captains yearly. The board also discussed what conditions must be met on calls in order for a member to earn LOSAP points. Commissioner Thornhill asked for it to be tabled until next month so that he can meet with the chief regarding this.

The board discussed the issues with not having enough members that are willing to be station hosts for the increased number of rentals we have. It was decided that the station hosts would now receive \$25.00 per hour for the duration of the event. An email will be sent to the membership explaining this with a copy of the station host duties.

Equipment and Apparatus: Commissioner Martin – No report.

Use of Station: Commissioner Larson – Wayne Sandilands requested to use the meeting room the third Wednesday of each month for the BHBL Girls Softball. Paul Chiarello requested the use of the training room for two union meetings. Commissioner Larson also questioned the use of the board room for meetings. It can be used by the commissioners and chief for meetings as well as for the treasurer's audit, but should not be used by the general membership or the public. Basically, anyone with FOB access to the board room is allowed to use it and is responsible for making sure it is picked up and locked afterwards.

Policies and Procedures: Commissioner Gapczynski wanted to bring up the Planet Fitness increase and it was stated that a maximum of \$15.00 will be reimbursed by the district on an annual basis. The updated Verizon plan update was also discussed.

Legislation: Commissioner Thornhill reported that the real property tax exemption for volunteers has a March 1st deadline and he will work with Debbie to get information out to the members.

We will find out who is eligible and who needs to set up and get that information to them. Members that have reached 20 years or have a surviving spouse would also qualify.

Accident Review: No report.

Consolidation; No report.

Old Business: Commissioner Larson asked about the ISO report from last year and asked if there were any details, findings and results were. Chief Meier will follow up with this.

New Business: Commissioner Thornhill made a motion to increase the optional Plant Fitness reimbursement plan to \$15.00 from the current \$10.00, seconded by Commissioner Martin with all in agreement.

Commissioner Martin made a motion to increase the stipend for station host to \$100.00 for the first four hours and \$25.00 for each hour after that, seconded by Commissioner Thornhill with all in agreement.

Commissioner Larson made a motion to approve the quote from Paul Perry Kitchens to install stainless steel behind the stove for \$1,050.00, seconded by Commissioner Martin with all in agreement.

Commissioner Desbiens made a motion to give the Captain of EMS 15 points per year for LOSAP as proposed by Commissioner Larson, seconded by Commissioner Larson with all in agreement. Those points to be awarded in the next calendar year as they cannot be added to previous years so it will take effect in 2027.

Commissioner Larson made a motion that we remove the top shelf on the stove, seconded by Commissioner Martin with all in agreement and we are going to hold off on the other recommendations for now.

Commissioner Larson made a motion to approve the quote from Eric Freer to move the discharge pipe in the pit for \$486.17, seconded by Commissioner Desbiens with all in agreement.

Commissioner Larson made a motion to approve the Linstar maintenance contract for \$240.00, seconded by Commissioner Gapczynski with all in agreement.

Commissioner Larson made a motion to approve the contract from Turfco for \$375.00, seconded by Commissioner Martin with all in agreement.

Commissioner Larson made a motion to change the pay rate for the district administrator to \$21.00 per hour and to include the additional four tasks discussed which will be added to the job description to be approved next month after it is typed, seconded by Commissioner Martin with all in agreement.

Commissioner Larson made a motion to change the pay for statistician to \$413.26 with the additional tasks added to the job description to be typed and approved by the board next month, seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a Motion for Resolution to Amend the 2026 Budget as follows; Increase A3410.200 Purchase Trucks & Equipment, Subaccount A3410.203 Protective Equipment \$20,175.00 and increase A5095 Appropriated Fund Balance \$20,175.00 to appropriate the FBRFE for the 2025 ordered gear received in February 2026. Motion seconded by Commissioner Thornhill with all in agreement.

Commissioner Gapczynski made a motion to increase A3410.400 Building Repairs & Maintenance, subaccount A3410.401 Building Repairs \$2,483.00, increase A5095 Appropriated Fund Balance \$2,483.00 to appropriate the FBRFE for the 2025 vestibule heater repairs started and finished in January 2026. Motion seconded by Commissioner Thornhill with all in agreement.

Commissioner Gapczynski made a motion to increase A3410.200 Purchase Trucks & Equipment, subaccount A3410.203 Protective Equipment \$50.00 and increase A5095 Appropriated Fund Balance \$50.00 to appropriate the FBRFE for the 2025 ordered eyeglass kit received in February 2026. Motion seconded by Commissioner Thornhill will all in agreement.

Commissioner Martin made a motion to increase A1930.000 Judgements & Claims \$30.00, decrease A3410.190 Contingency \$30.00 to fund the tax tertiary refund that is on tonight's bills for approval for refund we owed on 641 Saratoga Road tax assessment, seconded by Commissioner Thornhill with all in agreement.

Commissioner Gapczynski made a motion to accept Abstract #2 of Audited Vouchers dated February 16, 2026, seconded by Commissioner Martin with all in agreement.

Commissioner Martin made a motion to accept Eric Puffer as a new member, seconded by Commissioner Thornhill. Commissioner Larson: No. Commissioner Desbiens: Yes. Commissioner Thornhill: Yes. Commissioner Martin: Yes. Commissioner Gapczynski: No.

Commissioner Gapczynski made a motion to approve the purchase of a BJM submersible pump for \$750.00, seconded by Commissioner Martin with all in agreement. A3410.207

Commissioner Gapczynski made a motion to approve the purchase of three Stihl 2 in 1 sharpeners for \$149.34, seconded by Commissioner Thornhill with all in agreement. A3410.207

Commissioner Gapczynski made a motion to approve the purchase as case of CLP lubricant for \$111.99, seconded by Commissioner Thornhill with all in agreement. A3410.201.

Commissioner Gapczynski made a motion to approve the purchase of a case of four 27-gallon storage bins for \$76.99, seconded by Commissioner Thornhill with all in agreement. A3410.203

Commissioner Gapczynski made a motion to approve the registration for four members to attend a NYSAFC three-hour SCCC seminar for \$140.00, seconded by Commissioner Martin with all in agreement.

Commissioner Thornhill made a motion to approve the posted LOSAP Report for 2025, seconded by Commissioner Larson with all in agreement.

A motion was made by Commissioner Gapczynski, seconded by Commissioner Thornhill and approved to enter into Executive Session at 9:06pm 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 Gapczynski and seconded by Commissioner Martin to return to the regular meeting at 10:21pm.

Commissioner Martin reported the decision of the board to reinstate Sue Desbiens as a firefighter. She is suspended for 30 days as Captain of EMS and she is on 90 days probation after that with documentation placed into her personnel file.

Motion was made by Commissioner Martin and seconded by Commissioner Thornhill to adjourn the meeting with all in agreement. Meeting adjourned at 10:22pm.

Respectfully submitted,

Debra Priddle
District Secretary