

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
March 17, 2025

Present:

Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Al Martin
Commissioner Ross Thornhill
Chief Nick Abel
2nd Assistant Chief John Jewell
District Treasurer Jeffrey Prescott
Deputy District Treasurer Tammy Stocker
District Secretary Debbie Priddle
House Steward Sue Desbiens
Company President Rit Desbiens
Company Assistant President Kevin Kea
Captain Wayne Sandilands

The Board of Commissioners meeting was called to order by Commissioner Thornhill at 7:00 pm followed by the Pledge of Allegiance to the Flag. There were 13 people present.

A motion was made by Commissioner Thornhill and seconded by Commissioner Martin to approve the minutes of the meeting held February 17, 2025 as written with all in agreement.

Commissioner Thornhill asked if there was anyone in attendance that wished to address the board. No one made those wishes known.

Chief's Report: Chief Abel – Attached. The report was emailed to all those in attendance. Two hoses were found to be bad and needed to be replaced. A 50 ft blue hose needs to be purchased to match what each truck needed. The 100 ft was found to be missing in order to make sure each truck matched.

There are two requests to use trucks; The East Glenville Community Church requested a truck be there on 5/6/25 and a truck was requested to pick up Toni Cilberti and her two daughters on 4/30/25 and deliver her to her birthday party at the firehouse.

Nick also brought up after the vice-president's report that one of the CO2 meters were out of date and it would cost more to replace the sensors and fix it than replace it, so he asked for it to be replaced.

President's Report: The company received one letter of resignation from Eric Puffer effective 3/16/2025 citing personal and job obligations. It was received as an email which will be forwarded to the district secretary so that it can be filed in their folder and moved to inactive members. Discussion was held in regard to a member's transition out paperwork, resignation

letters, correspondence, etc. We do have a check out list. It was discussed that the district secretary needs to be notified and they then need to update the personnel files.

Commissioner Larson also brought up the fact that the transfer station will issue permits to firefighters in our district free of charge as long as there is a list at the town and Chief Abel made the Board aware that they had an up to date list.

Vice President: Kevin Kea has organized with the Red Cross to have a blood drive is Saturday August 9th 7am-1pm. He has also spoken with the National Safety Council and they came up with a date of June 7th from 9 am to 3:30 for a Defensive Driving course. Kevin asked for the board to cover the cost of active members and active auxiliary members. The cost should be \$36.00 per person.

Kevin also brought up that on social media; Everyone is looking for Instagram and Tick Tock and he is looking into how we expand our social media presence.

Kevin also brought up about what can and cannot be seen on our electronic board out front. Many of our images are now being adjusted to be put on the board properly.

The Hydrant Club information was discussed and it was thought that when the company has fire prevention week and open house that we should bring out the t-shirts and promote that project more.

Treasurers Report: Jeff Prescott - See attached.

Chief Abel explained the SCBA testing and issues that were found and repairs that have been made.

Treasurer Prescott stated that he would be asking for 50 car washes be added to our account at Spritz Car Wash. He advised the Board that the prices went up. It is currently \$6.35 to deluxe wash one of the chiefs cars.

Communications: Commissioner Larson – Correspondence for National Officers Convention March 8, 2025. Commissioner Thornhill noted we received a letter from Bonnie Belfance Scotia Glenville Volunteer Firefighters History Center asking for a representative from our department to serve on their board with a meeting scheduled March 20, 2025 at Beukendaal Fire Station. There was also an email received about the eWaste event we are hosting with a sample flyer.

Buildings and Grounds: Commissioner Larson – Commissioner Martin went to commissioner training and found out we need to have a fire extinguisher placed at each of the three exits and at that time Mike Meier said that it would be a 10 pound ABC fire extinguisher. We called Tricounty Fire extinguishers who quoted \$103.00 each for a total of \$309.00 along with free wall mounts up to five.

All Type is scheduling us to come back and finish all the doors after their previous corrections. The eye sensors still need to be moved back on all doors.

Commissioner Larson presented the new communication board which will be hung outside the board room meeting minutes and announcements. This will replace the area in the apparatus bay where the boards paperwork was initially posted. We will be contacting Sundam Construction to get an estimate. Commissioner Thornhill also stated that board meeting minutes are now posted on our website.

Commissioner Larson brought up that we have a pothole at the entrance of our parking lot and it will need to be addressed. Commissioner Thornhill suggested that maybe the town could patch it for us if they are out patching.

Commissioner Larson was told that we need to buy soap for truck washing and we will be looking into OpH and environmentally friendly products.

The left front heating tube between 2325 and 2376 is not working and Commissioner Larson asked if it could wait until when they come for our maintenance check because they need a lift and the chief agreed.

Use of Station:

May 29th, KAPL will be having a NYS Alternative Fuel Class. It was noted that part of it will be opened up to members of our station only, the lithium battery portion.

April 26th we received a deposit for a birthday party from 9-3pm.

April 30th, the Ladies Auxiliary is putting on a 100th birthday celebration for Toni Cilberti. The board is going to get a crystal free standing award for her.

May 3rd, we are going to have an eWaste from 11:00-2:00.

Kevin Kea is using the first Tuesday of every month to hold a Recruitment Event in the bay.

There is a Town Chiefs Meeting on March 27th at 7:00pm.

Tim Banach requested the use of the station on Good Friday April 18th for a family dinner.

Finance: Independent audit is on May 12th. Treasurer Prescott has all the paperwork in order for them and Commissioner Martin will stop by to speak with the auditors.

Medical: The physicals will be on April 29th from 2-8pm. Sign up will be in the apparatus bay. They will be here at 1pm to set up and will be using all the rooms.

Chief Abel stated that he is going to call Gibby's and see if he can get them to come at the same time to do fit testing.

Legal and Insurance: We had two incidents happen in the same week. One was taken care of already. Firefighter Pohl hit a deer on the way to a call and paperwork has been sent in. The other happened at the station. Commissioner Gapczynski needs the estimate in order to proceed. Chief Abel reported that he was waiting on the estimate from Vander Molen as there is pricing information they are waiting on. Auto Solutions will also be asked to submit a quote.

The Board discussed whether or not we should put in a claim depending on the cost because it will eventually affect our insurance.

Computers: Commissioner Bradt and Commissioner Thornhill were sent contact information from Commissioner Larson about an outside firm that could manage our computers.

Commissioner Thornhill has added the meeting minutes onto the website. Commissioner Thornhill mentioned if the chief's were going to the chief's convention this year they could check to see if anyone there has a specialty in managing fire departments. The chief said he would be interested in attending. Commissioner Gapczynski mentioned if we have problems with individual computers we can take them to Computer Sense which is near Mail N More.

Personnel: Debbie has been going through the Personnel files and getting them in order. Once it is completed she would like the chief to go over them. There is a check list that will be in each file. All the active firefighter files are completed as of now.

Under the job description for District Secretary it was added that the district secretary would collect and prepare a monthly agenda.

Commissioner Larson also brought up the fact that she believes the LOSAP person should have keys to personnel files in order to access necessary information as needed. Chief Abel believes that the book states only the chief and district secretary have access.

Equipment and Apparatus: Everything is as listed in the chiefs report. The only new issue is an exhaust recall for 237.

Consolidation: No report.

LOSAP: We received the reports for the month and everything seems to be in order. A copy of the report is with the meeting minutes.

Accident Review Board: The email was sent by Commissioner Bradt to the board with the accident review report and are in agreement with the findings. There will be an amendment made to the SOG's by the chiefs.

Verizon Plan: No report.

Policies and Procedures: No report.

Old Business: Commissioner Larson stated that she requested PS Trax reports which she received and asked Clem to explain to her. This request was made by a firefighter who was

concerned about the truck checks. The chief acknowledged that it had been an issue and it is one of his focuses this year and involving the rest of the membership to get truck checks done. The commissioners on the Apparatus Committee are going to be checking the PS Trax system regularly as well.

New Business:

Commissioner Larson made the request that whenever possible could correspondence be copied back to back to save on paper.

Treasurer Prescott requested adding 50 car washes from Spritz Car Wash for \$317.50. Commissioner Martin made the motion with Commissioner Larson second and all in agreement.

Motion was made by Commissioner Thornhill to approve the EGFD District Secretary Job Description, seconded by Commissioner Larson and all agreed.

Motion was made by Commissioner Thornhill to allow the members at chief's discretion to pick up Toni Cilberti and her two daughters for her 100th birthday party on April 30th. Commissioner Martin seconded and all were in agreement.

Motion was made by Commissioner Larson to purchase a plaque for Toni Cilberti for up to \$100.00. Commissioner Martin seconded and all were in agreement. A3410.463

Motion was made by Commissioner Thornhill to spend \$309.00 for three 10 pound ABC fire extinguishers to be placed by exits and the apparatus bay, seconded by Commissioner Martin with everyone in agreement. A3410.401.

Motion was made by Commissioner Thornhill to approve up to \$36.00 per active member and active auxiliary members up to \$1000.00 to participate in Defensive Driver Training on June 7th, seconded by Commissioner Martin and agreed to by all. A3410.211

Motion was made by Commissioner Thornhill for \$264.00 for Susan Landry for the CME classes and CPR cards, seconded by Commissioner Gapczynski and all in agreement. \$180.00 of the bill related to CME Classes charged to A3410.441 and \$84.00 related to CPR card fees charged to A3410.204

Motion was made by Commissioner Thornhill for a single gas CO meter for \$210.20 on Amazon, seconded by Commissioner Martin and all in agreement. A3410.207

Motion was made by Commissioner Thornhill to purchase Diablo 12" metal abrasive wheel six of them for 52.62, seconded by Commissioner Martin and agreed to by all. A3410.207

Motion was made by Commissioner Thornhill for three Highrise Hose Straps three packs for \$161.97, seconded by Commissioner Martin and agreed to by all. A3410.201

Motion was made by Commissioner Thornhill to spend \$420.00 for oxygen bottle hydrotesting from Nobel Gas which will do 12 canisters. Seconded by Commissioner Martin and agreed to by all. A3410.204

Motion was made by Commissioner Thornhill for three lengths of 50' 1 ¾ hose from AAA for \$645.00, seconded by Commissioner Martin and agreed to by all. A3410.201

Motion was made by Commissioner Thornhill to purchase one 100' 1 ¾ hose for \$355.00, seconded by Commissioner Martin and agreed to by all. A3410.201

Motion was made by Commissioner Thornhill to make a resolution to ammend the 2025 budget as follows: Increase A3410.200 subaccount A3410.202 \$573.00.Decrease A3410.200 subaccount A3410.207 \$573.00 and this is to provide funding for the SCBA flow testing and repairs. Seconded by Commissioner Martin and agreed to by all.

Commissioner Thornhill made a motion to accept Abstract #3 dated March 17, 2025, seconded by Commissioner Gapczynski and agreed to by all.

A motion was made by Commissioner Larson, seconded by Commissioner Thornhill and approved to enter into executive session at 8:22pm 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).

The regular board meeting reconvened at 10:02pm.

Commissioner Thornhill made a motion that we spend \$200.00 for the Town of Glenville Fire Chiefs Association invoice, seconded by Commissioner Martin and agreed to by all.

A motion was made by Commissioner Martin and seconded by Commissioner Thornhill to adjourn at 10:04pm.

Respectfully Submitted,

Debbie Priddle
District Secretary