

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
August 18, 2025

Present:

Commissioner Wendi Kaczynski
Commissioner Beth Larson
Commissioner Doug Bradt
Commissioner Al Martin
Commissioner Ross Thornhill
Chief Nick Abel
District Treasurer Jeffrey Prescott
Statistician Clem Schimikowski
Company Vice President Kevin Kea
District Secretary Debbie Priddle
Guest Jenn Stahl

The Board of Commissioners meeting was called to order by acting Commissioner Thornhill at 7:00 pm followed by the Pledge of Allegiance to the Flag. There were 11 people present.

A motion was made by Commissioner Martin and seconded by Commissioner Bradt to approve the minutes of the meeting held July 23, 2025 as amended with all in agreement except for Commissioner Thornhill and Commissioner Larson abstaining.

Commissioner Thornhill asked if there was anyone from the public in attendance that wished to address the board. Firefighter Kevin Kea brought to the board's attention that the call sheets are out of date. Commissioner Martin noted that they belong to the board. The SOG book in the radio room is grossly out of date. Chief Abel stated that he will make sure it is up to date this month. The monitor outside the radio room lists two people as past chiefs in error and Commissioner Thornhill will fix it. Kevin Kea also asked about the status of the lines in the apparatus bay and Chief Abel stated that he was waiting for tape to come in and then Commissioner Larson will contract to have them painted on.

Chief's Report: Chief Abel – Attached. Chief Abel wanted to thank Captain Fura and Captain Budesheim for their efforts while the chiefs were on vacation.

Presidents Report: Rit Desbiens – Vice President Kevin Kea reported that at the last company meeting there were no resignations, one inquiry during a private engagement party that the membership is working on. The department hosted a Red Cross blood drive supported by the ladies auxiliary. The blood drive goal was exceeded and he is attempting to schedule another blood drive six months from now and would like to do two a year and will notify the board of dates.

There was a question of where the contents of the kitchen were going during the renovation and Commissioner Larson stated they would be stored in the hall closets and boxed by the ladies

auxiliary. The fire company picnic will be during this time period. Commissioner Larson stated that there was a notification posted on the bulletin board of the time line. It was noted that the refrigerator may not be available during this time. By contract the kitchen must be available to the vendor when they are ready to begin work.

The fire company recreation committee wanted to get feedback on having a mobile ax throwing company at the company picnic. Commissioner Martin asked if they were insured and we would have to make sure it is in the contract. Discussion was held regarding having this at an event where alcohol will be served.

The fire company recruitment committee was looking to get 11x17 inch posters and 8.5x11 inch posters made for recruitment efforts and it was discussed that there is a line item in the budget for retention and the chief should be contacted regarding this.

Discussion was also held regarding updating the EGFD website. Commissioner Thornhill and Commissioner Bradt are looking into it.

Treasurers Report: Jeff Prescott - See attached. Discussion was held regarding the permissive referendum and waiting at least 30 days before we put out to bid the new boiler system. If there is no objection to the permissive referendum after 30 days, we can put it out to bid. Jeff wanted it noted in the minutes that we are adhering to the referendum requirement.

Communications: Commissioner Thornhill - We received a Glenville Hill invite for Wednesday the 20th for a dedication and ribbon cutting at 2pm. We also received an ad for Access Compliance. We got back from The Gazette the notice that went out for the permissive referendum and we received AEP for the employee assistance program annual renewal.

Buildings and Grounds: Commissioner Larson – All Type Doors, we checked in with them and the door has been ordered to replace the side door going into the apparatus bay and as soon as they have it, they will put us on the work schedule.

The floor scrubber; we had it checked out. We need a solenoid in that and new squeegees. The total will be \$455.00. Commissioner Larson recommended the board approve the proposal.

Clune Electric came because one night the parking lot lights did not turn on. They recommended having a photo cell installed that would control the vehicle and parking lots via a single photo cell. They gave us a quote of \$1,160 and she would recommend to the board that they approve that. Commissioner Thornhill asked that we make sure there is a manual override. The chief noted that he was happy with the outdoor lighting for the training pad.

With All Type Door we have had some concerns regarding the eyes that get hit, they don't have a problem generally with that system. It was noted that the hose reels, manual chains, water and the sun have affected them. We asked if there was any other system that could replace it and to replace the photos with a new commercial door operator would be \$7,895.00. Commissioner Martin suggested a metal shield that could protect the eyes may work. The chief believes that some of it is in the operating system. He also suggested maybe raising the hose reels. Discussion

was held regarding options that the company could do themselves before spending the money. Commissioner Martin offered to help come up with a plan to fix the doors.

SRI came in and finished the work from last year.

Eastern came in because we have trouble in the meeting room. The report submitted stated there was no actuator for the face or bypass dampers. They fixed it so the damper would never close. There is an issue with the MediSys system that was installed by Johnson Controls. Discussion was held regarding the recommendations. If the problem continues, we need to call Johnson Controls.

We had TPL Flooring come in to look at the problem with the crack in the kitchen floor that runs into the hall. Discussion was held regarding repair of the floor and getting it done with the kitchen renovation.

Use of Station: There is nothing booked and Commissioner Larson noted that anyone renting the meeting room for the time being will have to do so without use of the kitchen. Election Day is also November 4th.

Finance: Jeff sent around an email for budget requests. The proposed budget needs to be done before the end of September.

Medical: Commissioner Gapczynski – There are two people that still need their physical. Discussion was held regarding the need to better communicate with WellNow about our needs and for anyone that has any issue with WellNow to notify Commissioner Gapczynski as soon as possible.

Legal and Insurance: Commissioner Gapczynski – Nothing has been received from the attorney yet. For insurance, we have an estimate for 235 and will see what the next steps will be.

Computers: Commissioner Bradt – Rick Manocchi has been in to do an overview of our IT systems. It will probably be the end of September when we get the first draft and he is hoping by October to have everything completed.

Commissioner Thornhill discussed work being done on the three hallway monitors. He will put up information about the kitchen renovation timeline and also EAP program.

Personnel: Commissioner Larson – Debbie has distributed all the notices on missing personnel file information. We have received eight envelopes back. The chief will remind the members to return their envelopes. Commissioner Larson brought up the Credit Card Use Policy and the need for it to be updated with the current amounts and a signature page to be put in cardholder's personnel file. The policy was updated.

Equipment and Apparatus: Commissioner Martin – There is nothing new to report. Discussion was held regarding the statuses of the various vehicles in need of minor repairs. Chief Abel also noted that all of the apparatus and equipment binders have been audited and updated.

Consolidation – No report.

LOSAP: Statistician Clem Schimikowski – The call sheets need to be updated and we are waiting to see what the new reporting requirements are in order to make a new form.

Accident Review Board: Commissioner Bradt – He has been working with Assistant Chief Meier on the latest report.

Cell Phone: No report.

Procurement: No report.

Old Business: Commissioner Martin addressed the request for the additional speaker on the two chief's vehicles and it was put on hold until all the commissioners were present. The total price is \$2,608.00. Commissioner Martin made a motion to accept the bid with Commissioner Thornhill seconding. Commissioner Bradt agreed. Commissioner Gapczynski and Commissioner Larson voted no.

Commissioner Larson addressed the prospectus for the new boiler system. Discussion was held regarding contacting other companies for their recommendations and the requirements that need to be included in the prospectus. It was recommended by Eastern, as well as the boiler inspector for the insurance company to go to a two-boiler system.

New Business: Commissioner Thornhill made a motion to accept the annual agreement for EAP for \$2,128.00, seconded by Commissioner Gapczynski, and agreed to by all.

Commissioner Thornhill made a motion for \$540.00 for two lengths of 50 foot 2 ½ inch hose to replace the ones that did not pass on hose test, seconded by Commissioner Bradt and agreed to by all A3410.201.

Commissioner Thornhill made a motion for \$796.00 for two 25-foot lengths of 4-inch hose that did not pass inspection, seconded by Commissioner Bradt and agreed to by all A3410.201.

For the District Credit Card Usage Policy, Commissioner Thornhill made a motion to approve the policy, seconded by Commissioner Martin and agreed to by all.

Commissioner Larson asked the board to approve \$455.00 to Brady Plus for repairs of the floor scrubber, seconded by Commissioner Bradt and agreed to by all A3410.403.

Commissioner Larson asked the board to approve \$1,160.00 for Clune Electric to install the photo cell providing they can put in a manual override, seconded by Commissioner Martin and agreed to by all A3410.401.

Commissioner Thornhill made a Motion for Resolution to appropriate the 12/31/2024 Assigned Unappropriated Fund Balance (Reserved for Encumbrances) as follows:

Increase A3410.401 Building Repair & Maintenance; subaccount A3410.401 Buildings & Grounds \$4,800.00. Increase A5095 Appropriated Fund Balance \$4,800.00. This is to amend the 2025 Budget for sprinkler system repairs performed in 2024, but just received in 2025. Motion seconded by Commissioner Bradt and agreed to by all.

Commissioner Thornhill made a Motion for Resolution to Amend the 2025 Budget as follows: Increase A3410.400 Building Repair & Maintenance; subaccount A3410.401 Buildings & Grounds \$10,200.00. Decrease A3410.190 Contingency \$10,200.00. This is to allocate Contingency for the estimated cost of the mandated PFAS Testing. Motion seconded by Commissioner Bradt and agreed to by all.

Commissioner Thornhill made a motion to approve Abstract of Audited Vouchers – Abstract #8 seconded by Commissioner Martin and agreed to by all.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to enter into executive session at 8:26pm 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 meeting was reconvened at 9:06. A motion was made by Commissioner Thornhill and seconded by Commissioner Martin to adjourn at 9:06pm and agreed to by all.

Respectfully Submitted,

Debbie Priddle
District Secretary