

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
October 20, 2025

Present: Commissioner Ross Thornhill
Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Doug Bradt
Commissioner Al Martin
Chief Nick Abel
1st Assistant Chief Mike Meier
2nd Assistant Chief John Jewell
District Treasurer Jeffrey Prescott
Statistician Clem Schimikowski
District Secretary Debbie Priddle

At the conclusion of the public hearing on the budget the regular monthly meeting was called to order by Commissioner Thornhill at 7:00pm. There were 11 members present.

Commissioner Thornhill asked for a motion to approve the meeting minutes for September 15th. Commissioner Larson made the motion with Commissioner Martin seconding and all in favor except for Commissioner Thornhill who was not in attendance at that meeting.

Commissioner Thornhill asked for a motion to approve the special meeting minutes on September 30th as amended. Commissioner Martin made a motion to approve with Commissioner Larson seconding with all in favor except for Commissioner Bradt who abstained because he was not present at that meeting.

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

Chief's Report: Chief Abel – See attached. Chief Abel presented two applications for membership. For events, we completed the Pashley Fire Prevention Program. For requests we have the trunk or treat at Indian Meadows on Saturday 10/25/25 with Glenville PD and then past chief Frank Hallers Funeral Service 10/24/25.

Commissioner Larson wanted to bring up the last chiefs funeral, she wanted to thank Debbie and Kevin Kea. They got the black bunting out on the sign and she believed Kevin Kea and Wayne Bunn attended and represented us and we did send a card from the Board of Commissioners.

Assistant Chief Meier reported the McNeil training which was due by the end of September was completed. There are a few that did not complete it on time and they were notified. The State Chief's Training was last weekend. It was well attended. We had four of our own members go through it and we also had approximately 36 from surrounding departments. Everything went

well and we got back good feedback. CME training for medical personnel is ongoing. There are ongoing classes so EMT's can stay up on their hours and get recertified. Sue approached Chief Meier about hosting an American Heart Association BLS/CPR Instructor Course as well as an ACLS/_____ Instructor Course here. It would be open to any of our members who would want to attend. She was looking at the 7th and 8th of November. The town burns that we are part of will be rescheduled due to lack of response.

Chief Abel wanted to thank Assistant Chief Meier for all the work he put in this past weekend. Commissioner Martin wanted to thank him for the work on the Open House which was very successful and well attended.

Chief Abel mentioned the two applications that the board reviewed and Commissioner Larson asked about the process to become a member. Chief Abel stated that interested applicants meet with the Membership Committee and then they are presented to the Company. The Company votes and then it comes to the Board and they get a background check done. Commissioner Martin asked if it would be advisable to have a Board member on the Membership Committee. Commissioner Gabczynski stated that she had been looking into other departments where applicants go the Board before they do any of the other voting. They could come to a commissioner meeting where we could meet with them. Chief Abel stated he didn't think it was a bad idea. The chief reported we had one resignation Sage Baltrusaitis on 10/14/2025. Also attached to the chief's report was the current truck checks and PS Trax report. Commissioner Martin mentioned that there has been a big improvement since it was brought to the chief's attention.

Presidents Report: No report.

Treasurer's Report: Jeff Prescott – See attached.

Communications: Capital Area Fire Districts Association fall seminar flyer.

Buildings and Grounds: Commissioner Larson stated we received two snow plow bids. Commissioner Thornhill opened the two bids and read them aloud. East Coast Sealcoating submitted a bid for \$7,000.00 plus \$300.00 for each requesting salting. Saratoga Dumpster Property Services submitted a bid for \$9,500.00 plus \$350.00 per requested salting. Commissioner Thornhill asked for a motion to accept one of the bids. Commissioner Martin made a motion to accept the contract from East Coast Sealcoating. Commissioner Larson seconded it and all were in agreement.

Commissioner Larson stated we received one boiler bid from Eastern Heating and Cooling. Commissioner Thornhill opened the sealed bid and read it to the Board. We have a contract with Eastern Heating and Cooling for regular maintenance. The bid was \$93,715.00. They submitted a voluntary alternate to install a new hot water heater connected to the new boilers; add \$9,185.00. Notes; Today this would qualify for a \$2,800 rebate from National Grid. The optional water heater would qualify for \$250.00. Commissioner Larson noted that this could be done before the weather gets really cold and they would provide space heaters to the rooms. Commissioner Larson stated they could start within a month. Commissioner Martin explained why Eastern

wanted to replace the hot water heater is because it is gas and not vented properly. The new hot water heater would be heated by water from the boiler using a coil system. If we do this, we would not need to make new penetrations through the roof. Discussion was held regarding the operations of these systems. Commissioner Martin made a recommendation that we get the new hot water heater too because it is 12 years old. If we did the hot water heater with the boilers, the total cost of the project would be \$102,900.00. With the rebates, the net cost would be \$99,850.00. Commissioner Gapczynski made a motion to accept the bid for the original \$93,715.00 with the add on for the water heaters for \$9,185.00 for a total of \$102,900.00, seconded by Commissioner Martin with all in agreement.

Commissioner Larson reported Eastern came in with the lift with Linstar. Linstar put the last camera in and it is in a good position so we are done with security cameras. We have to replace heating tubes over door 6 and they need parts for the two vestibule heaters. Also, the makeup water is not working in the boiler. All Type Doors came and installed the crash door in the apparatus bay. Apex is going to be coming in on Wednesday and they will be hooking up the new sink, faucet and dishwasher and the pot sink. Clune completed the photo cell project. They were in today working in the kitchen with under counter lighting, all new switch plates and outlets and new outlets in the island. Paul Perry Kitchens will be in tomorrow to install the island countertop and to address the trim issue on the pass-through window.

Commissioner Larson stated that she would like to surplus the kitchen cabinets and the stove. Collar City said we do not have enough to do an auction, so we will try Facebook Marketplace for the stove. The kitchen cabinets are not good enough to surplus. The bottom cabinets were thrown in the dumpster and Debbie will call Habitat for Humanity to see if they would be interested in the upper cabinets. Commissioner Martin commented that these new cabinets are really high quality compared to the old ones. Discussion was held regarding the value of the stove and how it will be surplused. It was decided to start with a price of \$1,000.00.

Brad is installing the new ceiling tiles with the supports cleaned and painted. For the kitchen floor from Ballston Carpet and Tile, any one of the three choices would be \$3,780.00. That includes installing, replacing the baseboard all around it, some patching of the floor. They believe they can do it the end of November. If it can be done sooner, they will call us. The flooring is readily in stock. Commissioner Larson stated that once the kitchen committee; Sue was on this committee and Al and Debbie and myself, once we go through the kitchen and are happy that all the work is done, we will let Jeff know and the check for Perry Kitchens would be \$48,075.25. They never asked for a deposit and have been waiting to get paid. Commissioner Larson and Commissioner Martin expressed how pleased they were with all the work done.

Tri-County came in and inspected the hood and inspected all the fire extinguishers while they were here. The mums have been planted in front of the firehouse. Commissioner Larson thanked Debbie for doing it. Commissioner Larson commented that the company we bought the new stove from B&G Restaurant and Equipment was very good to work with. They bought it and held it for 2-3 months and did not charge us. Commissioner Larson stated that there was a complaint of an odor coming from the officer's room and she had a number of people look into it. It's believed to be just poor ventilation. Chief Abel will remind the members to take gym clothes home. Commissioner Larson received a request for a mobile printer cart at \$49.99 for the

printers in the district office. Commissioner Larson thanked Commissioner Martin and Commissioner Thornhill for being available and helping with the kitchen. Commissioner Larson thanked Sue for her input and Debbie for overseeing.

Commissioner Thornhill has been looking into signs with the County and they say that we would have to fill out a request form with the sign department. They said they do not do quotes. We would pay for labor and material. Discussion was held regarding the need for the signs and their usage. These signs would have a rod on the bottom to be inserted into traffic cones. These would be portable signs and reflective. Commissioner Larson commented that with all the problems we have with firefighter parking especially during elections that this would be easy to do. Discussion was held regarding looking into some fire stores where we may be able to find these signs. Commissioner Thornhill asked that we table it this month and, in the meantime, we will investigate our options to present to the board next month.

Use of Station: Commissioner Larson – Election Day is November 4th and everything is in order for it. Chief has reserved November 8th from 11:00 am to 5:00 pm. Sue Desbien contacted about a date in October, the 28th, at 6:00pm to make volleyball posters. November 15th there is a child's birthday party 10:00 am to 4:00 pm. Scotia PBA will be here on November 3rd in the classroom. Breakfast with Santa is December 13th. We have a birthday party December 14th 11:00 am to 4:00 pm. Pashley Cub Scout Pack; December 13th 12-2 which cannot happen because of Breakfast with Santa, the Pinewood Derby February 7th and the Blue and Gold Recognition Ceremony March 14th 10:00am to 1:00 pm. Commissioner Thornhill mentioned we also have on November 7th and 8th CPR Instructor Training in the training room.

Finance: Treasurer Prevost – Commissioner Larson made a motion to accept the Budget for 2026, seconded by Commissioner Martin with all in favor. Commissioner Martin wanted to thank the budget committee for their hard work.

Medical: Commissioner Gapczynski – No report.

Legal and Insurance: Commissioner Thornhill made contact with our lawyer today; within the next week.

Computers: Commissioner Thornhill talked with Rick and he is trying to get together with a few people but schedules haven't worked out. No one has mentioned any computer issues.

Personnel: Debbie has been working on the files and still needs responses back from 8 firefighters. Chief Abel is going to contact people to get it in. Commissioner Larson again wanted to thank Debbie and Brad. Brad did a lot to get the kitchen ready. He is doing a nice job on the ceiling tiles and he will be painting the pantry and any of the walls without laminate.

Equipment and Apparatus: Chief Abel everything was in the chief's report. The chief was asked about the status of the new truck. As of right now estimated delivery is July 2026, however, there could be delays on the assembly line. Commissioner Bradt made some inquiries about the truck we have for sale and was asked if we could put the truck information on our website to advertise about it coming up for sale.

Consolidation: No report.

LOSAP: Statistician Clem Schimikowski – The numbers are up to date with no new members. He notified the chiefs he two fire calls still pending info. He is taking the training on the new National Emergency Response Reporting system He built our system up to get all our neighboring departments data entered in. We are probably going to move to the new system on January 1st. It switches over on the 31st. He has tried to print the NIPRs for the new recording system and they won't print them. He is trying to get the information to update the call sheets and see what is happening. From the training he has taken thus far he thinks it is going to be a lot of information sharing with the chiefs so that the call sheets aren't four pages long. Commissioner Thornhill asked if it would helpful if the chiefs and commissioners sit with him to try to figure out how to gather information.

Accident Review: No report.

Cell Phone: No report. Commissioner Thornhill reached out to Heather to find out what we get in our package. He is still looking for more information and will try to send it out to everyone when he has answers.

Procurement: No report.

Old Business: Commissioner Bradt informed the board that we did do the final testing for our storm water runoff and PFAS. He is expecting to have a response from her today, but has not as of yet.

Treasurer Prescott stated that he would like to formally appropriate \$12,900.00 from the 2024 Excess Fund Balance to the Boiler Project. Commissioner Martin made the motion, Commissioner Thornhill seconded with all in favor. He also stated he would like to formally appropriate \$3,780.00 from the 2024 Excess Fund Balance to the floor in the kitchen. Commissioner Martin made the motion, seconded by Commissioner Bradt with all in favor.

That leaves us 16,006.00 that we are still going to have to appropriate and he would like to look at the Long-Term Reserves and come back with a recommendation.

Commissioner Thornhill made a motion to accept the bill from Linstar \$3,871.25 and that was for installing the camera and running the wires, seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion for \$1,057.14 for the town chiefs for the live burn training, seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion for \$202.80 for the purchase of two portable radio batteries, seconded by Commissioner Bradt with all in favor. A3410.206

Commissioner Thornhill made a motion for \$59.95 for the purchase of Streamlight Extension Clamp set of three, seconded by Commissioner Martin with all in favor. A3410.207

Commissioner Thornhill made a motion for \$278.24 for the replacement of a portable CO2 monitor for 237, seconded by Commissioner Bradt with all in favor. A3410.207

Commissioner Thornhill made a motion for \$700.00 for uniform badges, seconded by Commissioner, seconded by Commissioner Martin with all in favor. A3410.462

Commissioner Thornhill made a Motion for Resolution to Amend the 2025 Budget as Follows:

Increase A3410.40K Kitchen Renovation \$2,650.00, decrease A3410.400 Buildings and Grounds, subaccount A3410.401 Buildings and Grounds (\$2,650.00) to provide funding for the additional costs related to the renovation, seconded by Commissioner Bradt with all in favor.

Increase A3410.440 Training, subaccount A3410.442 Fire Prevention \$22.00, decrease subaccount A3410.443 Fire Inspection (\$22.00) to provide funding for the additional costs related to the Prevention Program, seconded by Commissioner Bradt with all in favor.

Increase A3410.460 Misc., subaccount A3410.464 Stationary and Supplies \$583.00, decrease Subaccount A3410.461a LOSAP Software (\$583.00) to provide funding for the higher Payroll Subscription Cost and 16 remaining Payroll Direct Deposit Fees for 2025, seconded by Commissioner Bradt with all in favor.

Commissioner Thornhill made a motion to accept Abstract #10 dated October 20th for \$17,982.55, seconded by Commissioner Bradt with all in favor.

Commissioner Martin made a motion to allow the use of apparatus at Trunk or Treat at Indian Meadows 10/25/25 and Past Chief Frank Haller's funeral service 10/24/2025 and the Halloween Candy Drop on the 31st, seconded by Commissioner Thornhill with all in favor.

Commissioner Thornhill made a motion to accept all reported use of stations pending all the paperwork that needs to come in, seconded by Commissioner Martin with all in favor.

Treasurer Prescott noted that the board needs to approve the treasurer's report with the resolutions. Motion was made by Commissioner Thornhill, seconded by Commissioner Martin with all in favor.

Commissioner Larson made a motion to adjourn, seconded by Commissioner Martin with all in favor at 8:29 pm.

Respectfully submitted,

Debra Priddle
District Secretary