

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
January 19, 2026

Present: Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Rit Desbiens
Commissioner Al Martin
Chief Mike Meier
1st Assistant Chief John Jewell
District Treasurer Jeffrey Prescott
Deputy Treasurer Tammy Stocker
Statistician Clem Schimikowski
Vice President Kevin Kea
Captain Sue Desbiens
Captain Wayne Sandilands
Captain Chris Abel
Statistician Clem Schimikowski
Firefighter Zach Rougie
District Secretary Debra Priddle

The Board of Commissioners meeting was called to order by Commissioner Gapczynski at 7:00pm. There were 16 members present.

Commissioner Martin made a motion to accept the minutes from the Organizational Meeting on January 8, 2026, seconded by Commissioner Larson with all in favor.

Commissioner Martin made a motion to approve the meeting minutes for December 15, 2025 with Commissioner Larson seconding with all in favor.

Commissioner Gapczynski stated that the commissioner committee assignments will be posted. Commissioner Larson stated that if anyone had a question in a certain area to please contact that committee directly and if it is Buildings and Grounds they can also contact administrator Debbie Priddle. The acting chairperson in the event that Commissioners Gapczynski is not able to attend a meeting will be Commissioner Martin and the acting secretary in the absence of Debbie Priddle will be Commissioner Thornhill.

Chief's Report: Chief Meier summarized the statistics, apparatus, equipment, training, purchases and annual required testings on the chief's report. The chief's car radios have been swapped out to properly match the chief responding.

Chief Meier mentioned that AJ Signs commented that they were impressed with our use of the electronic sign. It was noted that Patty Corlett and Commissioner Thornhill have submitted many of the graphics that we have posted on the sign.

Chief Meier also reported that Hollie Abel and Brittany Ryan handed in their resignations. Jim Pennie requested to be moved to Life Reserve status and Cayne Stewart is on military leave.

Chief Meier wanted to mention some goals for the upcoming year. He discussed equipment readiness as a priority and improving proper documentation. He also wants to prioritize training on commonly used equipment for proficiency and improve response time both day and night. He also informed the board about his use of teams with officers overseeing each team and mentoring program for probationary members. He also split up the duties for the assistant chiefs. Assistant Chief Jewell will be focusing on apparatus. Assistant Chief Budesheim is going to be focusing on all of the portable equipment. Chief Meier also submitted a surplus list to the Board.

Commissioner Gapczynski asked if anyone in the room wanted to address the board before going any further and no one asked to speak at that moment.

Captain Sue Desbiens later asked the board about station hosts and how much they are paid. Commissioner Gapczynski stated that the host list has been accepted and the secretary stated that the pay was \$50.00 for the first four hours and then \$25.00 per hour after that. There is a form for the host to submit for payment. Captain Desbiens asked if that payment could be increased and Commissioner Gapczynski and Commissioner Larson stated it was a stipend that was offered for hosting that event. The discussion was already held by the Board that it does not have to match minimum wage. It is considered a stipend in the policy book.

Commissioner Martin noted that he wanted to welcome Zach Rougie to the company as he was in attendance.

Presidents Report: Vice President Kea noted the resignations. The company is hosting a blood drive in February. The Red Cross would like to do another one in August. The fire company is planning on participating in the FASNY Recruit New York event on April 18th. They will be having an open house. The recruitment committee would like to have a Touch A Truck event at this open house. Discussion was held regarding allowing other agencies to bring trucks and they would need to submit a certificate of insurance. The company is planning a social event on Valentine's Day. They requested use of the kitchen and meeting room from 5pm to 8pm and everyone is invited for dessert and coffee.

Treasurer's Report: Jeff Prescott – See attached. The treasurer summarized his detailed report. We received the rebate from National Grid for the new boiler system and we received \$4,975.00 that he recommends going to the Building Reserve.

Communications: Commissioner Gapczynski reported we received a letter from VFIS regarding our LOSAP plan. We also received a letter from CPKC regarding the request for the donation of a Pro-Pack foam dispersal unit and the foam itself. Chief Meier read the letter to the Board regarding the agreement between CPKC and EGFD that this equipment will be provided in the event of a material spill requiring its use and the company's responsibilities for its use and return to service.

Buildings and Grounds: Commissioner Larson – Before giving her report Commissioner Larson wanted to thank Commissioner Martin for his help all year and for his 50 years of service.

Eastern came in and they repaired the issues in the vestibule. We are still waiting on parts for the heating tube above the ladder truck. They will be providing a lift and at the same time we will be replacing the sensors for CO2 and NO2 monitors in the apparatus bay.

All Type Doors came in and repaired the electric eye on bay door 8. They had also inspected all of the crash doors and we are waiting for a report on which ones need to be replaced.

Tri-County will be dropping off three loaner extinguishers for the chief's vehicles so that the originals can be inspected and they will hydro test a water can on 2321.

We ordered slide latches for the bathroom stall doors and Commissioner Larson will ask Commissioner Martin and Clem Schimikowski if they can try them before we order any more. The doors are in good condition so they do not need to be replaced.

We are waiting for a date for Apex to come in and reverse the hot and cold lines in the kitchen and to have them install drain covers for the kitchen floor to make them level.

Johnson Controls is coming in January 22nd to replace the actuator in the meeting room.

The kitchen vent fan needs a belt to be replaced and we are waiting to hear back. This might help with the excessive heat problem in the kitchen.

Rainbow Sprinklers scheduled the date for the sprinklers to be turned on April 27th.

Eric Freer came when we were having trouble with the drain pump and he suggested that we lower the pipe in the drainage tank to keep it from freezing up. He will be submitting an estimate for that.

There is a problem with the laminate behind the stove cracking. Perry Kitchens sent someone over to look at it. We are waiting for suggestions and estimates for stainless steel and subway tile. Replacing the laminate with another piece would be covered.

There was a suggestion that we change our garbage pick up from every other week to weekly because of the increased usage of the station. Our current cost is \$95.28 and it would go to \$190.00 for the dumpster and recycling.

We need to get a new Labor Law poster which is \$32.95 to replace the one in the hall.

Before this meeting Commissioner Larson was notified the outside middle light over the apparatus bay is out so we will call Clune to come and fix it.

Commissioner Martin noted that it was pointed out to him that the boiler room had things stored in it. He took care of everything but the floor scrubber. There is nothing to be stored in the boiler room.

Kevin Kea asked if the building prints were updated with the new boiler system. They were not and we will call Eastern and ask for an as built drawing. Eastern did label everything in the new system.

Finance: Treasurer Prescott – The auditors have reached out to schedule the audit but we have no dates at this time. They always like to speak to a commissioner at that time.

Medical: Commissioner Gapczynski noted she spoke to Wellnow and updated the medical form with the vaccination that was missing from it.

Legal and Insurance: Commissioner Gapczynski will contact insurance about the claim for 2325.

Computers: Commissioner Martin reports that he and Commissioner Thornhill met with Repeat Business Systems and went over what their services were. They are going to meet us in February and give their quote. We will get a few more quotes.

Personnel: Commissioner Larson and Commissioner Gapczynski are going to meet and come back with recommendations. Commissioner Larson noted that we are looking for dates for commissioner training for the three chiefs and secretary training for district secretary. Commissioner Gapczynski noted that if the membership committee was meeting with new members to notify herself, Commissioner Larson and Commissioner Martin so that a commissioner can be in attendance.

Equipment and Apparatus: No report.

Use of Station: All dates had been given at the last meeting. The Valentine's Day gathering was put on the calendar. Chief Meier stated that the company would like to host the town chiefs meeting on February 26th at 6:00pm until about 8:00pm. That was added to the calendar.

Policies and Procedures: Commissioner Gapczynski reported that the board went over the district cell phone policy in workshop. She is going to type it up.

Commissioner Gapczynski made a Motion for Resolution to Amend the 2025 Budget as follows; Increase A3410.480 Electric & Gas \$65.00, decrease A3410.190 Contingency \$65.00 to provide funding for excess electric and gas costs for 2025. Motion seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to increase A3410.200 Purchase Trucks & Equipment, Subaccount A3410.204 EMS Supplies \$340.00, decrease Subaccount A3410.203 Protective Equipment \$340.00 to provide funding for higher AED battery cost, freight to return EMS bags that were replaced under warranty and rehab supplies. Motion seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to Increase A3410.400 Building Maintenance & Repairs, Subaccount A3410.40a Snow Plowing \$600.00, decrease Subaccount A3410.407 Parking Lot \$600.00 to provide funding for salting occurring on 12/24 and 12/28/2025. Motion seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to increase Subaccount A3410.401 Building Repairs \$3,492.00, decrease A3410.190 Contingency \$3,492.00 to provide funding for the year end heating system repairs in the apparatus bay and vestibule areas. Motion seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a Motion for Resolution to Amend the 2026 Budget as follows: Increase A3410.486 Insurance \$2,653.00, decrease A3410.190 Continency \$2,653.00 to provide funding for the unexpected increase in Commercial Insurance Coverages. Motion seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to increase A2680 Insurance Settlement \$11,029.00, increase A3410.420 Truck Repairs & Maintenance, subaccount A3410.422 Truck Repairs \$11,029.00 to allocate the insurance proceeds we received in 2025 to 2026 Revenue and to provide funding to repair E-2325 accident damage. Motion seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$85.00 per person times four people for the chiefs to go to commissioner training for a total of \$340.00. Motion seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$34.95 for the purchase of a new labor law poster. Motion seconded by Commissioner Larson with all in agreement.

Commissioner Gapczynski made a motion to approve the contract between CPCK and EGFD to keep a ProPak Foam System at our department. Motion seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve purchase of a ProPak Foam System \$1,326.59 A3410.201 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve purchase of ECOPOL Foam for \$362.16 A3410.205 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve purchase of 12 CME Classes with Susan Landry, CIC for \$720.00 A3410.441 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve purchase of 5 sets of Firefighter PPE for a total of \$22,220.40 A3410.203 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve the purchase of 5 helmets for a total of \$2,499.95 A3410.203 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$2,495.00 A3410.422 for 2026 UL Testing, seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$1,818.14 A3410.202 for 2026 SCBA Flow Testing seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve four samples of compressor air sampling \$492.00 A3410.202 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$200.00 for DOH Lab Fee to Wadsworth Lab fee for glucometer testing A3410.204 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$150.00 for the purchase of two coat back tags seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$1,000.00 for four ladder belts A3410.207 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$4,263.20 to Target Solutions for 2026 renewal of 35 users A3410.441 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$680.00 for Annual PM service on the Genesis Tool A3410.207 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$56.70 for six quarts of chainsaw fuel A3410.207 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$70.00 for the purchase of two 12 packs of Duracell CR123A batteries A3410.207 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$28.52 for two packs of Energizer AA batteries A 3410.207 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$2,534.63 for 2376 DEF pump repair A3410.422 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$178.00 for the radio reprogramming of 237 A3410.206 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$405.60 for four portable radio batteries A3410.206 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$26.99 for weatherstripping for 237 A3410.422 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$19.98 for two bottles of Dawn dish soap for firefighter decon A3410.207 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$389.45 for G5 pager parts A3410.206 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve \$4,031.80 for the Stryker 4 year PM contract for Lucas & LP15 A3410.204 seconded by Commissioner Martin with all in agreement.

A motion was made by Commissioner Gapczynski, seconded by Commissioner Martin and approved to enter into Executive Session at 8:54pm 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 special meeting at 9:25pm.

Motion was made by Commissioner Gapczynski and seconded by Commissioner Martin to adjourn the meeting with all in agreement. Meeting adjourned at 9:25pm.

Respectfully submitted,

Debra Priddle
District Secretary