

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

Present: Commissioner Ross Thornhill
Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Al Martin
Chief Nick Abel
1st Assistant Chief Mike Meier
2nd Assistant Chief John Jewell
District Treasurer Jeffrey Prescott
Statistician Clem Schimikowski
Company President Rit Desbiens
Vice President Kevin Kea
House Steward Sue Desbiens
Captain Wayne Sandilands
District Secretary Debbie Priddle

The Board of Commissioners meeting was called to order by Commissioner Thornhill at 7:00pm. There were 14 members present.

Commissioner Thornhill mentioned that during the workshop we had a presentation by SLIC Fiber.

Commissioner Thornhill made a motion to approve the meeting minutes for October 20, 2025 with Commissioner Larson seconding and all in favor.

Commissioner Thornhill asked if there was anyone from the public in attendance that wished to address the board. Wayne Sandilands came to the board because he is the facilities coordinator for Burnt Hills-Ballston Lake Softball. They are turning their old shed into concessions stand and he asked if the board would donate the old kitchen cabinets for storage.

Chief's Report: Chief Abel – See attached. Assistant Chief Jewell went over the apparatus report. The new truck is still waiting to get on the chassis line so it could possibly be an August delivery. For district events and details, the company did two escorts this past weekend. They had a cross-country escort who won their states along with field hockey who won states as well. Chief Abel asked the board to approve attending the town tree lighting on 11/29/25. Assistant Chief Meier presented the training updates. The ACLS and BLS AHA instructor classes were cancelled due to low signups.

Assistant Meier discussed the LUCAS request that was brought up last month when he did the presentation and new recommendations from the AHA regarding focus on manual compressions right away to not delay care before these devices are applied. Discussion was also held regarding the fact that this is an expensive device and the need for EGFD personnel to escort the device to

the hospital, retrieve it and return it to service. Discussion was also held regarding company SOG's and how they pertain to this. Cost of the LUCAS is \$18,943.60.

Chief Abel two new members were sworn in. Zach Rougie was sworn in on October 21st. Cassandra Compton was sworn in on November 11th.

Presidents Report: Two new members were sworn in and the installation banquet is January 3, 2026. Signup sheets will be out within the week.

Treasurer's Report: Jeff Prescott – See attached.

Communications: FAFSNY Firefighter Holiday appeal which will be given to the company and all the notices regarding the annual election.

Buildings and Grounds: Commissioner Larson – We are still waiting for Eastern to give us a quote to replace the left front heating tube in the apparatus bay and entrance way.

All Type Doors came in and inspected the six crash doors and we are waiting to get that quote back.

Apex Plumbing came in and hooked up the sink and the dishwasher. They will be back after the floor is installed to hook up the pot sink and reverse the hot and cold water.

Commissioner Larson is happy to donate the old cabinets to the girls' softball teams. We have to decide how to advertise the stove to sell it before winter. Commissioner Thornhill recommended putting it on a marketplace for \$1,000.00 or best offer. Sue Desbiens offered to put it on her Facebook marketplace page.

Ballston Carpet will be in on December 4th to install the new kitchen floor and toe kick. In regards to the paddles for the parking spots, Commissioner Thornhill stated that we have two signs in the utility room and he will get some dowels to mount them to in order for them to fit in the cones.

Tri-County Fire Extinguishers re-inspected the hood after the new stove. They also did their annual inspection and took one rusted extinguisher.

The kitchen was discussed during the workshop in regards to the damage and it was decided to take the discount of \$650.00 and Tom Coppola is going to come and look at the dents. We were also sent information on cleaning the stainless steel and countertops which will be placed in the kitchen. It was discussed that we would pay them when the work is done \$47,428.25.

Rainbow Sprinklers came and shut down the sprinkler system. There were no repairs needed.

We have a problem with the fence where the neighbors tree came down and struck the fence. Commissioner Larson called Precision Fence and to repair the fence is \$1,518.00.

In order for the kitchen to pass code we need to have a fire shutter on the pass through. All Type Doors submitted a quote of \$5,480.00. Overhead Door of Albany has taken measurements but have not submitted a quote yet. Rand does not do that supply that type of product.

Commissioner Larson wanted to thank Debbie and Commissioner Martin for setting up the parking lot on Election Day and putting out the signs.

We had the rug cleaned in the members room and district office.

There are issues with people getting stuck in the bathroom stalls, especially the women's bathroom. Discussion was held regarding what could be done. There were a couple issues on Election Day.

Commissioner Larson brought up the fact that the trim on the front of the firehouse is damaged and needs to be repaired and/or replaced. This is a project for next year.

Use of Station: Commissioner Larson – A request was received by Niskayuna Girls Softball to rent the meeting room for a Saturday or Sunday in December to do cookies and crafts.

Finance: Treasurer Prescott – Need to determine what to do with the remaining fund balance from 2024 of \$16,006.00. Jeff recommended putting it in Building Reserve to take care of the façade.

Medical: Commissioner Gapczynski – No report.

Legal and Insurance: Commissioner Gapczynski met with our insurance person and discussed our new deductibles and premiums. Discussion was held regarding what we should and should not put in for claims versus paying for it ourselves.

Computers: Commissioner Thornhill – There was a question from insurance on whether we have multifactor authentication on some items. Commissioner Thornhill is going to get in touch with Rick Manocci to follow up on cataloging our systems.

Personnel: Commissioner Larson – There is an online training for district secretary on November 18, 2025 that Commissioner Larson wants the secretary to take. Commissioner Larson also made a recommendation that the board send the three chiefs to commissioners' school so they get a better understanding of the commissioner's role in the district and its responsibility to the public. The firefighter cancer reporting is due and will be taken care of.

Equipment and Apparatus: Commissioner Thornhill commented on the cost of new SCBA's and the fact that we are going to need to purchase new ones soon as ours are close to 15 years old. Discussion was held regarding funding of new ones. We currently have 24 in service.

Consolidation: No report.

LOSAP: Statistician Clem Schimikowski – He is working with the chiefs to get a couple reports done from last month. We are on track to start on the new reporting system in January. Unfortunately, we have had some members pass away that were in the LOSAP program. All information gets updated in January and that is when old members are taken off and new members added.

Accident Review: Commissioner Gapczynski - No report.

Cell Phone: No report.

Procurement: No report.

Old Business: Commissioner Larson had a question about Eastern's bill. We signed the original contract and then they gave us the offer to take out the bond so the new contract would be for \$102,000.00 payable when the work is done. We will qualify for \$2,800.00 rebate from National Grid and the water heater would be an additional \$250.00 rebate. Commissioner Larson asked if they finish this week as expected, can we pay them instead of waiting until next month. We will get an updated bill for the correct amount.

New Business: Commissioner Larson made a motion requesting the board's approval for Precision Fence to replace the damaged fencing \$1,518.00 with Commissioner Martin seconding and all in favor.

Commissioner Larson made a motion to pay Paul Perry Kitchens \$47,428.25, seconded by Commissioner Gapczynski with all in favor.

Commissioner Larson made a motion for the board to approve mandatory attendance and payment for the three chiefs that are elected in 2026 to attend the commissioners training of their choice, seconded by Commissioner Martin with all in favor.

Commissioner Martin made a motion to donate the kitchen cabinets to Burnt Hills-Ballston Lake Softball, seconded by Commissioner Thornhill with all in favor.

Commissioner Thornhill made a motion to approve the poll workers for the annual election; Robin Meier, Joanne Jantz, Joanne Palmer and Janet Chlopecki. It was seconded by Commissioner Martin with all in favor. Commissioner Thornhill made a motion to pay said workers \$50.00 each for working the hours of 5:45 pm to 9 pm for the election and to pay them the night of the election, seconded by Commissioner Martin with all in favor.

Commissioner Thornhill stated that the board received two commissioner election petitions; one for Richard Desbiens and one for Clem Schimikowski. They were given to the secretary to verify.

Commissioner Martin made a motion to purchase two sets of reflective traffic control flags (two sets of 12) 24 total for \$111.98. Seven cones that go on top of the flashlights for a total of

\$86.88. Seven Maglite flashlights to direct traffic for a total of \$513.57. Motion seconded by Commissioner Larson with all in favor.

Commissioner Thornhill made a motion to purchase of the Stryker LUCAS 2 version 3.1 chest compression system with battery charger, external power supply, cable, disposable suction cups for a total of \$18,943.60, seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion to purchase a MSA 4 gas meter for 2376 for \$878.00, seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion to purchase a MSA 4 gas meter vehicle mount for \$356.40, seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion to purchase Cairns 1836 helmets (5) for \$2,499.95, seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion to purchase a Motorola APEX 4500 mobile radio for \$3,697.76, seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion to purchase Unication G5 pagers/desktop chargers. It will add \$730.85 to a previous approval as a result of a programing problem. Seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion to reimburse both Sue and Rit Desbiens each \$46.06 for their CPR instructor class training reimbursement, seconded by Commissioner Martin with all in favor.

Commissioner Martin made a motion to accept the optional quote to amend the property deductible to \$2,500.00 which would result in an approximate annual savings of \$213.00 and an optional quote to amend the emergency apparatus and portable equipment deductible to \$2,500.00 which would result in an annual approximate savings of \$998.00, seconded by Commissioner Larson with all in favor.

Commissioner Thornhill states that he wanted to make a motion to reiterate on record under the rule The Operation of Board of Fire Commissioners Section 1:30.6.4 Overseeing the Fire Companies and Department

- SHALL consider the names of the officers presented to them by the department, either appoint such persons to department the positions or Shall call another meeting of the members of the fire department to nominate officers not approved by the board of fire commissioners. Town Law 176(11-a).

Discussion was held regarding the meaning of this ruling.

Commissioner Thornhill stated the second rule to reiterate on record under Company or Department by-laws – Prior Approval of the Board of Fire Commissioners Section 5:10.1.1.3; Approval by the commissioners of the fire district is not required before the adoption of by-laws

by a fire company or fire department serving such a district. Nonetheless, such by-laws may not be inconsistent with the rules and regulations of the fire district adopted pursuant to Town Law 176.

A fire company or fire department in a fire district may adopt by-laws regulating its internal affairs without prior approval of the district's Board of Fire Commissioners so long as such by-laws are not inconsistent with the board's rules and regulations. Opinion of the New York State Comptroller 87-6.

While the by-laws of the fire department and the by-laws of the individual fire companies of a fire district are not expressly made subject to the approval of the Board of Fire Commissioners, nevertheless such by-laws, insofar as they conflict with the duly prescribed rules and regulations of the Board of Fire Commissioners, in the proper exercise of its powers, would be ineffective.

Discussion was held regarding the meaning of this ruling.

Commissioner Gapczynski stated that brings forward the Resolution for; The Board of Fire Commissioners shall review and approve all applications for membership and dismissals from the fire company/department as they arise.

Commissioner Thornhill made a motion to adopt that Resolution that Commissioner Gapczynski just read with Commissioner Gapczynski seconding the motion and all in favor.

Discussion was held regarding having a commissioner on the membership committee and having new applicants come into a board meeting during workshop.

Commissioner Larson made presented two abstracts; one for the physicals for the new members for \$463.00 to Wellnow Urgent Care and the other for having the rugs taken care of for \$250.00.

Commissioner Larson made a motion to pay Wellnow Urgent Care \$463.00, seconded by Commissioner Thornhill with all in favor.

Commissioner Larson made a motion to pay Twin Brothers Properties for cleaning the carpet \$250.00, seconded by Commissioner Thornhill with all in favor.

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

Increase A3410.40K Kitchen Renovation \$3,780.00

Increase A3410.400 Buildings & Grounds - SubAccount A3410.401 Buildings & Grounds \$12,900.00.

Increase A5095 Appropriated Fund Balance \$16,680.00

To appropriate a portion of the 2024 Excess Fund Balance for the floor replacement in the kitchen and the excess cost for the Boiler and Water Heater Replacement.

Motion seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion to Increase A3410.40K Kitchen Renovation \$1,550.00 Decrease A34140.400 Building Repairs & Maintenance – Subaccount A3410.407 Parking Lot \$1,550.00 to provide funding for Apex Sewer & Drain plumbing of new sink and dishwasher. Motion seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion to Increase A3410.200 Purchase Trucks & Equipment – Subaccount A3410.202 SCBA Test/Repair \$887.00, Decrease A3410.200 Purchase Trucks & Equipment – Subaccount A3410.207 Rescue Equipment \$887.00 to provide funding for the SCBA Compressor PM service. Motion seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion to Increase A3410.400 Building Repairs & Maintenance – Subaccount A3410.401A Snow Plowing \$156.00. Decrease A3410.400 Building Repairs & Maintenance – Subaccount A3410.407 Parking Lot \$156.00 to provide funding for excess snow plow contract costs through 12/31/2025. Motion seconded by Commissioner Larson with all in favor.

Commissioner Thornhill made a motion to increase A9010.000 State Retirement System \$265.00. Decrease A3410.190 Contingency \$265.00 to provide funding for excess Employer Retirement Cost. Motion seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion to approve the Abstract of Audited Vouchers #11 dated November 17, 2025. Motion seconded by Commissioner Martin with all in favor.

Commissioner Thornhill made a motion to place the Excess Fund Balance from 2024 \$16,006.00 into the Building Reserve, seconded by Commissioner Larson with all in favor.

A motion was made by Commissioner Larson, seconded by Commissioner Martin and approved to enter into Executive Session at 8:49pm 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 Thornhill and seconded by Commissioner Martin to return to the special meeting at 9:26pm.

Motion was made by Commissioner Thornhill and seconded by Commissioner Martin to adjourn the meeting with all in agreement. Meeting adjourned at 9:26 pm.

Respectfully submitted,

Debra Priddle
District Secretary