

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
December 15, 2025

Present: Commissioner Ross Thornhill
Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Al Martin
1st Assistant Chief Mike Meier
2nd Assistant Chief John Jewell
District Treasurer Jeffrey Prescott
Deputy Treasurer Tammy Stocker
Statistician Clem Schimikowski
Company President Rit Desbiens
House Steward Sue Desbiens
District Secretary Debbie Priddle

The Board of Commissioners meeting was called to order by Commissioner Thornhill at 7:00pm. There were 12 members present.

Commissioner Thornhill asked for a motion to approve the meeting minutes from November 17, 2025. Commissioner Larson made the motion with Commissioner Martin seconding and all in favor.

Commissioner Thornhill asked for a motion to approve the meeting minutes from the special meeting on November 19th. Commissioner Martin made the motion with Commissioner Thornhill seconding and all in favor.

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

Commissioner Thornhill wanted to thank Doug Bradt for his years of service as a board member.

Chief's Report: Assistant Chief Meier – See attached. Assistant Chief Meier stated that Sue Desbiens was the top responder for the month and most likely for the year having responded to nearly 50% of all calls. Discussion was held regarding updated status of the apparatus and updated status of member training requirements met.

Commissioner Larson expressed concerns that the new officers coming in may not have the requirements necessary in order to be officers. Discussion was held regarding the fact that the personnel files were pulled and qualifications will be verified before the Board approves the new officers in executive session.

Commissioner Thornhill wanted it stated on the record that this would be Chief Abel's last month as chief and he wanted to thank the chief for his service.

Assistant Chief Meier presented the new list of officers for 2026. Chief – Michael Meier, 1st Assistant Chief John Jewell, 2nd Assistant Chief George Budesheim, Captain of Rescue – Scott Fura, Captain of Engines – Chris Abel, Lieutenant – Nick Abel, Lieutenant – Paul Chiarello, EMS Captain – Sue Desbiens, Fire Police Captain – Wayne Sandilands. There are two lieutenant vacancies.

A motion was made by Commissioner Thornhill, seconded by Commissioner Martin and approved to enter into Executive Session at 7:40pm 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 8:41pm.

Presidents Report: Rit Desbiens – New company officers for 2026 are President – Rit Desbiens, Vice-President – Kevin Kea, Secretary – Rob Cummings, Treasurer – Jeff Prescott, House Steward – Sue Desbiens. There are three people that have met with the membership committee . The board was also notified of the passing of Past Chief Earl Crossway. Sue Desbiens listed off the new firematic officers.

Commissioner Larson mentioned that her neighbor who owns The Taco Shop and The Social Club in Ballston Spa is interested in doing a fund raiser for the fire department. He has been in contact with John Jewell. Commissioner Larson will pass all information on to the company.

Assistant Chief Meier wanted to report that the company spent approximately \$3,000.00 for new equipment for the kitchen.

Sue Desbiens mentioned that the company installed a counter around the fridge in the members room.

Commissioner Martin reported that the people that rented the meeting room on Sunday said we had a beautiful firehouse.

Treasurer's Report: Jeff Prescott – See attached. Jeff reported that we did file paperwork for rebates for the new boilers and hot water heater with National Grid. The gross amount that we may be eligible for is \$4,725.00. He also has EMT/CME reimbursement request out for \$1,200.00. Commissioner Larson wanted to thank Jeff for all the work on the National Grid rebates.

Communications: No report.

Buildings and Grounds: Commissioner Larson – We have been waiting for the bid from Eastern for the replacement of the heating tubes in the apparatus bay and we need a thermostat and a fan relay in the entrance way. The bid for the apparatus bay is \$3,987.00. The bid for the entrance way is \$2,483.00.

We are waiting for All Type to give us a bid on the exit doors they inspected.

Ballston Carpet was in and finished the tile on the floor.

Commissioner Larson asked about the paddles for the parking spots. Commissioner Thornhill said they had not drilled the holes in the dowels yet but we have signs hanging on the wall in the utility room.

TriCounty Fire Extinguishers came in and Assistant Chief Meier had given us a list of extinguishers that needed to be taken care of. They took care of everything and the next time they are in the area they are going to drop off three loaners so the extinguishers in the chiefs vehicles can be inspected.

We are waiting for a third bid for the kitchen pass through for the fire door.

We are going to try to put new latches on the bathroom stall doors that slide. Debbie will get one to try first at Burnt Hills Hardware.

Commissioner Larson questioned who would take care of the AED and extinguisher checks monthly and it was decided that district administrator would do it and it will need to be added to job description. The eyewash stations also need to be checked monthly.

Commissioner Larson mentioned that after the first of the year we would be looking into repairing the facade on the front of the building that is damaged.

Precision Fence came and fixed the fencing damaged by the fallen tree.

Commissioner Thornhill stated that carbon monoxide and nitrogen dioxide detectors in the apparatus bay need to have the sensors replaced. We will order them from Zoro.

We had a service call for the copy machine in the radio room.

We are going to put a sign up in the garage that says to notify the district office if ice melt is getting low so we do not run out.

Johnson Controls came in and reprogrammed the thermostat in the meeting room so it does not get so hot while we wait for parts.

Commissioner Larson wanted members to know that with the holidays and all the Christmas garbage if they need to put something in our dumpster, they are welcome to as long as there is room in it.

We were notified the fan in the vent over the stove is not working and we will call Eastern tomorrow about it.

Alarm and Suppression was in and we passed inspection.

Commissioner Larson brought up the fact that when we have people come in to use the meeting room and kitchen that they are to make sure it is cleaned up when they are done and she would like the members to do the same and wash the counters, put things away, mop the floor and take out the garbage.

Use of Station: Commissioner Larson – We have a request for a room rental on March 7th from 11-3pm for a baby shower and they want to know if they can have a TIPS bartender for mimosas.

Commissioner Thornhill mentioned that the people that rented the room over the weekend wanted to use the monitors in the meeting room to watch a football game and he reiterated the fact that those are not hooked up to cable TV and are not available for use in that manner because of the issues that could arise.

Finance: Treasurer Prescott – Jeff has not heard from the auditors yet. He will reach out to them.

Medical: Commissioner Gapczynski needs to contact Wellnow to see if they will do the hepatitis B vaccines for new members or find another option.

Legal and Insurance: Commissioner Thornhill reported that he sent the SLIC contract to our lawyer for review. Discussion was held regarding concerns about having their equipment on our property.

Computers: Commissioner Thornhill – Repeat Business Systems stopped by with information. Commissioner Larson wants to set up a meeting with them to discuss our needs. Commissioner Thornhill talked to Rick Manocchi and said he will not be able to take care of our needs. Commissioner Thornhill has a list of IT companies in the area that he is going to contact.

Assistant Chief Meier had an accident with an iPad that was run over by a fire truck. Commissioner Thornhill contacted Heather Hopeck at Verizon. A replacement iPad is \$200.00. The district iPad accounts are going to be switched over to a new contract which is \$10.00 per month.

Commissioner Martin wanted to mention that on a number of occasions the thermostat in the apparatus bay was set to 70 degrees and there is no reason for that area to be that hot. He asked that we put up a sign asking it to be left at 60 degrees.

Personnel: Commissioner Larson – Debbie took the one hour online training course for secretaries and Commissioner Larson forwarded to Assistant Chief Meier the list of commissioner school for the chiefs to attend at six different locations.

Commissioner Thornhill mentioned that he wanted to get pictures of Brad and Debbie to put on the hallway sign so everyone knows who they are.

Equipment and Apparatus: Commissioner Thornhill stated that we agreed to the change order on the engine going into the new fire truck. We are getting the 500 horsepower X12. This does not change the price.

Consolidation: No report.

LOSAP: Statistician Clem Schimikowski – Fire reports are up to date. We have a new account set up in the new system and are working on the software platform communicating with the new system. We now have over 500 EMS or rescue calls this year so now the threshold for the end of the year to get their points on the EMS/rescue portion drops to 7.5%. Numbers will be posted at the end of the month or beginning of January. In January all the points for the year get added up and posted for 30 days. During the time period between January and February and if anyone has a question it can be addressed. In February the board will validate those numbers and they will be sent in to the insurance company.

Clem also mentioned in regards to our Verizon plan, we still have people on the plan that are no longer members and he requests that we come up with a plan to deal with this. Discussion was held regarding this and we will put it in our cell phone policy.

Accident Review: Commissioner Gapczynski - No report.

Cell Phone: No report.

Procurement: No report.

Old Business: None.

New Business: Commissioner Larson made a motion to accept bid from Eastern \$3,987.00 to repair the radiant tube heater in apparatus bay, seconded by Commissioner Martin with all in favor.

Commissioner Larson made a motion to accept bid from Eastern to repair vestibule heaters for \$2,483.00, seconded by Commissioner Martin with all in agreement.

Commissioner Thornhill made a motion as requested by the treasurer for a budgetary amendment to increase A3410.401 by \$6,470.00 in order to do these repairs and reduce A3410.190 Contingency by \$6,470.00, seconded by Commissioner Gapczynski and agreed to by all.

Commissioner Thornhill made a motion to spend \$852.00 for two nitrogen dioxide sensor cartridges for our Honeywell detection system, seconded by Commissioner Martin and agreed to by all.

Commissioner Thornhill made a motion for an amount not to exceed \$500.00 for the purchase of a carbon monoxide sensor cartridge, seconded by Commissioner Gapczynski and agreed to by all.

Commissioner Thornhill at the request of the treasurer made a motion to increase A3410.352 and reduce A3410.190 Contingency by \$1,352.00 to cover cost of cartridges, seconded by Commissioner Gapczynski and agreed to by all.

Commissioner Thornhill made a motion to approve \$200.00 for a new ipad to replace a damaged ipad, seconded by Commissioner Martin with all in agreement. A3410.461.

Commissioner Thornhill made a motion to have our Verizon representative adjust our plans on the three chiefs to the \$10.00 plan saving the district \$30.00 a month, seconded by Commissioner Larson with all in favor.

Commissioner Thornhill made a motion to spend \$16.00 for an HDMI cable for the meeting room, seconded by Commissioner Martin and agreed to by all.

Commissioner Thornhill made a motion to surplus the old traffic light wands, seconded by Commissioner Martin and agreed to by all.

Commissioner Thornhill made a motion for the district to reimburse the company out of the retention funds \$676.00 for Yeti coffee mugs that the company already purchased, seconded by Commissioner Martin and agreed to by all.

Commissioner Thornhill made a Motion for Resolution to Amend the 2025 Budget as Follows:
Increase A9960.804 Appropriate to Building Reserve \$16,006.00
Increase A5095 Appropriated Fund Balance \$16,006.00
To appropriate the balance of the 2024 excess fund balance to Building Reserve. Motion seconded by Commissioner Martin and agreed to by all.

Commissioner Thornhill made a motion to Increase A3410.200 Purchase Trucks & Equipment, Subaccount A3410.204 EMS Equipment \$16,000, Subaccount A3410.202 SCBA Test & Repair \$14.00, total \$16, 014.00

Decrease Subaccount A3410.201 Hoses & Nozzles \$382.00, Subaccount A3410.203 Protective Equipment \$8,297.00, Subaccount A3410.205 Extinguishers & Powder \$196.00, Subaccount A3410.206 Radios \$1,087.00, Subaccount A3410.207 Rescue Equipment \$1,249.00, Subaccount A3410.208 Safety Equipment \$344.00

Decrease A3410.420 Truck Repairs SubAccount A3410.423 \$2,700.00
Decrease A3410.440 Training Subaccount A3410.441 Seminars \$1,759.00
Total decreases \$16, 014.00

To provide funding for the new Lukas CPR machine and to cover the recent EMS Supply Orders. Motion seconded by Commissioner Gapczynski and agreed to by all.

Increase A3410.400 Building Repairs & Maintenance Subaccount A3410.401 Building Repairs \$650.00.
Decrease A3410.40K Kitchen Renovation \$650.00.

To adjust the Kitchen Renovation line for the \$650.00 discount on the counter. Motion seconded by Commissioner Gapczynski and agreed to by all.

Commissioner Thornhill made a motion to increase A3410.400 Building Repairs & Maintenance Subaccount A3410.401 Building Repairs \$867.00.

Decrease A3410.400 Building Repairs & Maintenance Subaccount A3410.407 Parking Lot \$867.00.

To provide funding for current Repairs and December pest control upcoming. Motion seconded by Commissioner Gapczynski and agreed to by all.

Commissioner Thornhill made a motion to Increase A3410.460 Miscellaneous Subaccount A3410.464 Stationary & Supplies \$235.00. Decrease A3410.460 Miscellaneous Subaccount A3410.461a LOSAP Software \$235.00

To provide funding for recent office supplies and an order occurring in December. Motion seconded by Commissioner Gapczynski and agreed to by all.

Commissioner Thornhill made a motion to accept Abstract #12 dated December 15, 2025, seconded by Commissioner Gapczynski and agreed to by all.

Commissioner Thornhill made a motion to spend \$99.69 for SCBA Eyeglass Frames, seconded by Commissioner Martin and agreed to by all A3410.203.

Commissioner Thornhill made a motion to spend \$50.00 for SCBA Eyeglass Lenses, seconded by Commissioner Martin and agreed to by all A3410.203.

Commissioner Thornhill made a motion to spend \$260.00 for two badges and wallets, seconded by Commissioner Gapczynski and agreed to by all A3410.462.

Commissioner Thornhill made a motion to spend \$20.00 for an assistant chief nameplate, seconded by Commissioner Martin A3410.462.*

Commissioner Thornhill made a motion to spend \$240.00 for three helmet shields, seconded by Commissioner Martin A3410.203.*

Commissioner Thornhill made a motion to spend \$356.40 for a MSA 4 gas vehicle mount, seconded by Commissioner Martin A3410.207.*

Commissioner Thornhill made a motion to spend \$164.90 for 10 bags of granular absorbant, seconded by Commissioner Martin A3410.207.*

Commissioner Thornhill made a motion to spend \$350.00 for two new class A uniforms, seconded by Commissioner Martin and agreed to by all A3410.462.

Commissioner Thornhill made a motion to appoint Mike Meier and Chief of the Department for 2026, seconded by Commissioner Martin and agreed to by all.

Commissioner Thornhill made a motion to appoint John Jewell 1st Assistant Chief of the Department for 2026, seconded by Commissioner Martin.*

Commissioner Thornhill made a motion to appoint George Budesheim 2nd Assistant Chief of the Department for 2026, seconded by Commissioner Martin.*

Commissioner Thornhill made a motion to approve the line officers that were presented by the Company for 2026, seconded by Commissioner Martin and agreed to by all.

Commissioner Thornhill wanted to congratulate Rit Desbiens on becoming a commissioner for 2026.

Commissioner Thornhill made note that the board and chiefs need to decide on when to swear in our chiefs and the organizational meeting. It was decided that the chiefs would be sworn in at the installation banquet. It was decided that the organizational meeting would be held January 8, 2026 at 6:00pm.

Motion was made by Commissioner Thornhill and seconded by Commissioner Martin to adjourn the meeting with all in agreement. Meeting adjourned at 9:47 pm.

Respectfully submitted,

Debra Priddle
District Secretary