

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
March 16, 2026

Present: Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Rit Desbiens
Commissioner Al Martin
Chief Mike Meier
Assistant Chief John Jewell
District Treasurer Jeffrey Prescott
Deputy Treasurer Tammy Stocker
Captain Sue Desbiens
Captain Wayne Sandilands
District Secretary Debbie Priddle

The Board of Commissioners meeting was called to order by Commissioner Gapczynski at 7:00pm. There were 11 members present.

A motion was made by Commissioner Gapczynski, seconded by Commissioner Martin and approved to enter into Executive Session at 7:00pm 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).

Commissioner Gapczynski called the regular meeting back in order at 7:15.

Commissioner Martin made a motion to accept the minutes from the February 16, 2026, seconded by Commissioner Larson with all in agreement.

Commissioner Gapczynski asked if there was anyone from the public that wished to speak. Captain Wayne Sandilands stated that the BH-BL Girls Softball wanted to thank the district for the donation of kitchen cabinets and invited everyone out when the season starts to see them in use.

Chief's Report: Chief Meier summarized the statistics, apparatus, equipment, training, and purchases on the chief's report.

Presidents Report: Captain Sue Desbiens reported Eric Puffer was sworn in at the last meeting. Cayne Stewart is back from military leave. The memorial event for Earl Crossway was this past weekend and was well attended by members, family and friends. Thank you to those who helped out. Kevin Kea has resigned as Vice President of the company.

Treasurer's Report: Jeff Prescott summarized the revenues, deposits, expenditures, reserve funds, LOSAP, fixed assets, balance sheet, profit & loss, and budget. The auditors were in this past Saturday and did not find any problems.

Communications: No report.

Buildings and Grounds – Commissioner Larson wanted to thank Sue Desbiens and Debbie for looking after the building while Brad was on vacation.

Commissioner Larson discussed issues with Johnson Controls. We received a bill for \$9,105.56 to fix the problem in the meeting room. Commissioner Larson and Commissioner Martin had discussed the bill and talked with Johnson Controls about being charged twice for parts and they are looking into it and sending another bill.

We are still waiting for a report from All Type Doors about the exterior doors they inspected.

Commissioner Thornhill is working on the paddles for the parking lot.

Commissioner Martin has been working on the issues with the locks on the bathroom stalls.

We are waiting for Alarm & Suppression to come in and give us a bid to maintain the carbon monoxide system in the apparatus bays.

Apex came in and measured the kitchen drains and looked under the sink to see what parts they would need and we are waiting for them to come back.

We are waiting for HHR to give us an estimate to replace the fan in the hood over the stove. Commissioner Martin took the shelf off the stove and it is in the garage. We did contact Paul Perry Kitchens and they are going to replace the cracked laminate behind the stove with stainless steel.

Eric Freer will be lowering the pipe in the drain pit to hopefully keep it from freezing in the future. He will be here on March 18th.

We had a request for three new big boy office chairs for the district office for \$1,456.47 so Commissioner Larson is asking the board to approve that.

Eastern submitted two bids to us. One was for extra parts they had on hand for the radiant tube heaters in the apparatus bay so they can be serviced for \$1,281.00. The other bid is for \$5,298.00 to service the fans above the ceiling which as far as we can tell have never been serviced before. This may address issues with excess heat in the decon room and workout room.

It was also noted that some of the blinds in the building are broken so we had Rand come in and give us an estimate to fix or replace what is needed for \$894.00.

We also ordered a pallet of ice melt.

Finance: No report.

Medical: Commissioner Gapczynski – Wellnow has been in touch and we need to sign the on site commitment form. Total minimum cost will be \$6,890.00. Tentative date will be April 21st. Start time will be 2:00pm and it will go until 8:00pm or when all physicals are completed.

Legal and Insurance: No report.

Computers: No report.

Personnel: Commissioner Larson – The additional tasks were added to the district administrator duties. The LOSAP oversight policy will be tabled until the next meeting. All committees for the Board will be posted so everyone can see it. The new cell phone policy will be brought up under policies and procedures.

LOSAP: Tabled for now.

Use of Station: Commissioner Larson asked the board to approve Paul Chiarello and Dom Famularo as hosts. Kevin Kea was contacted by the Red Cross to have a blood drive at the station August 8, 2026 from 7:00am to 1:00pm and Kevin will be host. Commissioner Larson asked if the ladies auxiliary would be able to act as hosts and the board agreed.

Policies and Procedures: Commissioner Gapczynski – The policies that were discussed two months ago were typed up and need to be approved. Commissioner Larson made a motion to approve the new optional cell phone plan. Commissioner Desbiens seconded the motion with all in agreement.

Legislation: No report.

Accident Review: No report.

Consolidation; No report.

Old Business: Commissioner Larson questioned the status of the ISO report and Chief Meier will look into it.

New Business: Commissioner Martin made a motion to approve Vander Molen's quote for \$5,285.17 to repair 2376, seconded by Commissioner Gapczynski with all in agreement A3410.422.

Commissioner Gapczynski made a motion to approve \$160.00 for two chainsaw battery replacements, seconded by Commissioner Martin with all in agreement A3410.207.

Commissioner Gapczynski made a motion to approve \$16.84 to purchase velcro tape for 2376 hose crosslay cover, seconded by Commissioner Martin with all in agreement A3410.422.

Commissioner Gapczynski made a motion to approve \$1,649.00 for the sealing and back up camera on 237, seconded by Commissioner Martin with all in agreement A3410.422.

Commissioner Gapczynski made a motion to approve \$25.54 for Armor All Wipes for truck detailing, seconded by Commissioner Desbiens with all in agreement. A3410.422.

Commissioner Gapczynski made a motion to approve \$370.00 for MSA calibration gas with regulator, seconded by Commissioner Martin with all in agreement. A3410.207

Commissioner Gapczynski made a motion to approve \$23.94 for Chemical Guys wheel cleaner for truck detailing, seconded by Commissioner Desbiens with all in agreement A3410.422.

There was a question of whether or not we have Amazon Prime to save on shipping and we will look into it.

Commissioner Gapczynski made a Motion for Resolution to Amend the 2026 Budget as follow:

Increase A3410.460 Miscellaneous Subaccount A3410.463 Conventions & Membership \$160.00, decrease Subaccount A3410.461a LOSAP Software \$112.00 and Subaccount A3410.466 Legal \$48.00 to provide funding for the mandatory chief's attendance at Commissioner Training, seconded by Commissioner Martin with all in agreement.

Increase A3410.400 Building Repairs & Maintenance Subaccount A3410.401 Building Repairs \$3,987.00 and increase A5095 Appropriated Fund Balance \$3,987.00 to appropriate the FBRFE for the 2025 bay radiant heater repair started and finished February 2026, seconded by Commissioner Larson, with all in agreement.

Commissioner Larson made a motion to accept the bid for three big boy office chairs for a total of \$1,456.47 seconded by Commissioner Desbiens with all in agreement A3410.401.

Commissioner Larson made a motion to accept from Eastern for the tube heater spare parts \$1,281.00, seconded by Commissioner Martin with all in agreement A3410.401.

Commissioner Larson made a motion to accept from Eastern the bid to do the maintenance on the supply air, exhaust air and combustion air fans above the ceiling for \$5,298.00, seconded by Commissioner Martin with all in agreement. A3410.401

Commissioner Larson made a motion to accept the bid from Rand to upgrade and repair the window treatments for \$894.00, seconded by Commissioner Martin with all in agreement A3410.401.

Commissioner Gapczynski made a motion to approve Abstract #3 dated March 16, 2026 seconded by Commissioner Martin with all in agreement.

Commissioner Gapczynski made a motion to approve the two add on bills, one to Kevin Kea for \$100.00 host fee and Capital Digitronics for \$407.95, seconded by Commissioner Martin with all in agreement.

Commissioner Martin made a motion to accept the Standard Work Day and Reporting Resolution for elected and appointed officials, seconded by Commissioner Larson with all in agreement. It has to be posted for 30 days.

Commissioner Larson asked Treasurer Jeff Prescott to elaborate on his concern that we are going to spend all of our budget. When the proposed 2026 budget was accepted it had \$39,000.00 of Fund Balance and we did not have any excess funds from 2025. With all of the bills and repairs for 2026 we may not have excess funds at the end of the year. Discussion was held regarding this.

Commissioner Larson made a motion to accept the minutes from the special meeting January 30, 2025 that had not been approved last month, seconded by Commissioner Martin with all in agreement.

Motion was made by Commissioner Gapczynski and seconded by Commissioner Larson to adjourn the meeting with all in agreement. Meeting adjourned at 8:28pm.

Respectfully submitted,

Debra Priddle
District Secretary