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**HOPKINTON FIRE DISTRICT**

2876 State Highway 11B

Hopkinton, New York 12965

(315) 328-4682

Board of Fire Commissioners Meeting Minutes – September 13, 2022

Present: Joachim VanElls, Richard Powers, Ernest Wood, Carl Pitts, Sue Wood, Earl McBride

Absent: Rob Stillwell

Guest: Dave Perry, Greg Crump, Steve Parker

The meeting was called to order at 7:00 p.m. followed by the Pledge of Allegiance. Richard Powers (Carl Pitts) moved to accept the agenda with an addition of Accident and Health Policy. All in favor; motion carried.

Richard Powers (Ernest Wood) moved to accept the minutes from the August 9 meeting. All in favor; motion carried. Carl Pitts (Richard Powers) moved to accept the minutes from the August 30 public hearing. All in favor; motion carried.

The following claims were presented for payment:

General Fund

* National Grid $182.87
* Charter Communications $137.97
* Capital Reserve Transfer $42,360.00
* McNeil and Company $11389.24
* Gregory Healey, M.D. $125.00
* Hopkinton Fire Department $1055.86
* Joachim VanElls $50.00
* Jerome Fire Equipment $71.87
* Route 11 Truck and Equipment $2086.51
* Genaway Oil Supply $27.96
* VRS Sales $4888.42
* NCC Systems $132.00
* Earl McBride $100.00
* Community Bank Service Charge $2.00
* Petty Cash $26.99e

FLBP

* Brooks Washburn $754.00
* Phoenix Graphics $275.00
* SUNY Potsdam $456.00
* Luanne Crocker $100.00
* Deborah Bagnato $100.00
* Joachim VanElls $204.76
* Community Bank Service Charge $2.00

Richard Powers (Ernest Wood) moved to approve payment of presented claims. All in favor; motion carried.

Treasurer McBride presented the treasurer report. The previous balance was $112,710.32. The new balance after paying September claims will be $50,100.62. There is a balance of $73.33 in petty cash fund after purchasing ink for $26.99. The equipment reserve fund balance is $18,446.88 and the capital reserve fund is $75,407.70 ($42,360 was transferred from the general fund). The Firehouse Land and Building Project has a balance of $9,384.50. Sue Wood questioned why the claim for North Country Now was not included with the audit as the invoice was emailed previously. Also noted that a check is being mailed back from G&E Extinguishers as the delivery notice was not received in the main office. This will be rebilled. A transfer will be made in the amount of $5,988 from C17 Apparatus Repair to E5 New Equipment. Carl Pitts (Ernest Wood) moved to accept the treasurer’s report with noted changes. All in favor; motion carried.

Privilege of Floor – none

Correspondence – none

Chief’s Report – Steve Parker reported there are no known building or mechanical issues to report. The truck inspections/inventory were completed. SCBA inspections are completed with one pack out of service with an unknown error. The pump primer has been replaced on Engine 61. The alternator was replaced on ETA49. The annual pump tests were performed on E61, ETA49 and TA44 and all passed. E61 has a small fill/tank leak; TA44 has a small fill/tank leak and ETA49 has a fill/tank valve leak, driver intake valve leak and a discharge 3 valve leak. Chief Parker is looking into quotes for repair. At some unknown period some diesel fuel was pumped into Engine 41 and was run before the issue was discovered. The truck has been taken to Route 11 to have the fuel tank drained and inspected for damage. The title to the 2006 Chevy Tahoe has been transferred to the district and insurance has been added. Equipment is currently being added

Members logged in 34 man hours responding to calls; 52 man hours of training; 72 man hours of general station work. Members voted on and passed the membership application of John Hewey, William Betz, Chris Alexander. Members also voted on and passed RAM memberships for Dominic Mollela and Matthew Pellegrino.

Miscellaneous driver and pump operations training were held, as well as in house training by various members. The availability of McNeil and Company is being checked for hosting an EVOC class. Chief Parker would also like to pursue a quote from DiMarco Leadership to host a Leadership and Team Building Training course at an approximate cost of $750. Two (2) sets of PPE were ordered. Size 13 boots, helmets, gloves, hoods and pagers are needed. The chicken barbeque will be held on October 9.

The department is still waiting for decisions on the FEMA AFG grant and the Gary Sinise Foundation Grant. Calls for the month:

* 8/5/22 Electrical hazard 220 Converse Road 6 members
* 8/5/22 Electrical hazard 1031 Santamont Road 4 members
* 8/5/22 Electrical hazard 987 Ct. Rt. 56 4 members
* 8/5/22 MVA Rollover 536 County Rt 49 5 members
* 8/7/22 MVA 2828 St Hwy 11B 5 members
* 8/7/22 Alarm Activation 7 Church Street 6 members
* 8/8/22 Tri Town Lift Assist 566 Kingsley Road 4 members
* 8/30/22 Traffic hazard Converse/Sheldon Road 5 members

Richard Powers (Ernest Wood) moved to approve the Chief’s report. All in favor; motion carried.

New Business

* Ernest Wood (Carl Pitts) moved to approve the memberships of John Hewey, William Betz and Christopher Alexander. All in favor; motion carried.
* Richard Powers (Ernest Wood) moved to approve the RAM memberships of Dominic Mollela and Matthew Pellegrino. All in favor; motion approved.
* Richard Powers (Carl Pitts) moved to approve the purchase of boots, helmets, gloves and hoods at a cost not to exceed $2000. All in favor; motion carried.
* Carl Pitts (Ernest Wood) moved to approve the purchase of four (4) pages not to exceed $1600. All in favor; motion carried.
* Joachim VanElls met with Tony Blackwell, insurance representative. There has never been a benefit for life insurance. Forms were distributed to Chief Parker for the membership to complete.
* 2023 Budget – the current proposal is for a 29% increase.
* A discussion was held on a Clerk of the Works for the construction of the new building. This will be discussed further after the vote.
* Orders should be placed as soon as possible so the expenses are charged to this year’s budget.
* A special meeting is scheduled for Tuesday, September 27 to finalize the 2023 budget, discuss the results of the vote and the public hearing for the budget. Richard Powers (Joachim VanElls) moved to approve. All in favor; motion carried.
* A review of the questions/comments from the public hearing were discussed. A suggestion was made that Joachim starts out the meeting with his review of the district and then turning over to Chief Parker.

Carl Pitts (Richard Powers) moved to adjourn the meeting. All in favor; motion carried. The meeting adjourned at 8:32 p.m.

Minutes submitted by Sue Wood, Secretary