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**HOPKINTON FIRE DISTRICT**

2876 State Highway 11B

Hopkinton, New York 12965

(315) 328-4682

Board of Fire Commissioners Meeting Minutes – April 11, 2023

Present: Richard Powers, Dave Perry, Carl Pitts, Rob Stillwell, Ernest Wood, Sue Wood,

Earl McBride

Guest: Greg Crump; Steve Parker, Chief; Will Votra

Richard Powers called the meeting to order followed by the Pledge of Allegiance. Dave Perry (Rob Stillwell) moved to approve the minutes from the March 14, 2023, meeting. All in favor; motion carried.

The following claims were presented for payment:

* National Grid $298.22
* Charter Communications $137.97
* Ferrell Gas $599.70
* Tri Town Volunteer Rescue $360.00
* Earl McBride $100.00
* Community Bank Service Charge $2.00

FLBP

* Young Fenton Brown and Strippoli $157.00
* Community Bank Service Charge $2.00

Carl Pitts (Rob Stillwell) moved to approve payment of presented claims. All in favor; motion carried.

Treasurer McBride reported a current balance of $168,409.05 in the checking account. A refund of $297 from McNeil and Company was deposited. The audit will be scheduled after tax season. Everything is ready to go. Petty cash has a balance of $173.01; Equipment Reserve Fund balance is $18,449.65; Capital Fund Reserve balance is $11,407.53. The Firehouse Land and Building Project has a balance of $60,129.06. Ernest Wood (Dave Perry) moved to accept the financial report. All in favor; motion carried.

Privilege of Floor – Greg Crump reported that in a recent training he found a grant writer that is aware of some funding for both the fire department and the town. He would be interested in attending a meeting. He also spoke with a grant writer who has an office in Canton.

Correspondence – Correspondence was received from the insurance underwriter regarding 16-17 year old firefighters. Steve believes the bylaws state that they are considered as active firefighters.

Chief’s report – Chief Parker reported that there are no known building or mechanical issues to report. Truck inspections/inventory were completed. There is still one SCBA pack out of service. E41 had a valve that cracked and was leaking. A replacement valve has been ordered. Members logged in 60-man hours responding to calls; 52-man hours of training; 38-man hours for general station work/details. Members voted on and approved the membership application of Ben Wood, who recently moved back to the Town of Hopkinton. He has requested a transfer from Star Lake FD where he left as a member in good standing. The department held the annual election of officers with the following results:

* Chief – Steve Parker
* 1st Assistant – Greg Crump
* 2nd Assistant – Will Votra
* 3rd Assistant – Jonathan Burnett
* Treasurer – Kristina Parker
* Secretary – Kylie Wells
* Directors – Tanner Brownell, Chris Shattuck

Trainings were done in small groups including BEFO “Home Department Packets,” Driver, Pump Operations, Exterior and Interior Firefighting Operations. There are currently six (6) members taking BEFO. Yearly PESH trainings continue. The department will host a McNeil and Company EVOC course on April 21 and 22. Planning continues on the 2nd Annual 4-Wheeler and ATV run. St. Lawrence County has established specific insurance requirements. Permission is requested to contact the insurance company to see if the event is already covered or if a quote can be obtained for a one-day rider. The spring barbeque is scheduled for May 28. A committee was formed to host the 2nd Annual Past Members Breakfast.

FEMA and Gary Sinise Foundation grant applications were submitted by G&G, but awards have not been announced yet. Chiefs Parker and Votra also submitted the FEMA SAFTER grant.

Calls for the month:

* 3/5/23 Structure fire – 81 county Route 49 19 members
* 3/20/23 EMS Lift Assist with Tri Town Rescue, Elliot Road 3 members

Will Votra explained the new guidelines from St. Lawrence County. There will only be one (1) event per weekend over the summer. There is now a permit process to host the event, with a large section devoted to liability. Permits must be submitted 60 days in advance. Ernest Wood (Rob Stillwell) moved to approve the Chief’s report. All in favor; motion carried.

New Business

* Dave Perry (Rob Stillwell) moved to approve the membership of Ben Wood. All in favor; motion carried.
* Carl Pitts (Rob Stillwell) moved to approve the election of chiefs. All in favor; motion carried.
* Richard Powers (Dave Perry) moved to approve the department to contact the insurance representative with questions on the 4-wheeler/ATV event. All in favor; motion carried.

Old Business

* Dave Perry met with the contractor and the stones will be delivered to the town garage. The company was asked to notify a commissioner before any further work is done as it is still very wet. Greg Crump and Dave Perry will get together to review the perimeter as well as check with Richard Eakins on how he will get to this property.
* Richard Powers reported he met with Brooks Washburn a week ago and submitted the requested changes. There is a very limited chance that the commissioners can break ground this fall. Jobs are already bid out 6-8 months.
* Discussion was held on whether we will need to go back to the voters if the price increases. A buffer was built in the original resolution so we would be ok. We may need to cut back on specific things. The APA is a 3-year agreement.

Carl Pitts (Rob Stillwell) moved to adjourn the meeting. All in favor; motion carried.