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**HOPKINTON FIRE DISTRICT**

2876 State Highway 11B

Hopkinton, New York 12965

(315) 328-4682

Board of Fire Commissioners Meeting – February 14, 2023

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

Earl McBride, Sue Wood

Guest: Susan Lyon, Deborah Rust, Steve Parker, Peg and Jeff Burnham

Richard Powers called the meeting to order at 7:02 p.m. followed by the Pledge of Allegiance.

Ernest Wood (Rob Stillwell) moved to approve the minutes from January 10, 2023 and February 7, 2023. All in favor; motion carried.

The following claims were presented for payment:

* USPS $100.00
* National Grid $276.59
* Charter Communications $137.97
* McNeil & Company $408.00
* Gregory Healey, MD $80.00
* Ferrell Gas $2072.65
* Emergency Services Marketing Corp $305.00
* James Publishing $295.00
* Genaway Oil Supply $115.00
* Earl McBride $100.00
* Community Bank Service Charge $2.00

FLBP

* Community Bank Service Charge $2.00

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

Treasurer McBride reported a starting balance of $9,225.03. After payment of presented claims, the new balance for the checking account will be $5,283.53. The petty cash balance is $200; Equipment Reserve fund is $18,448.74; Capital Reserve fund is $11,406.97. There is a current balance of $126,729.26 in the Firehouse Land and Building Project. A question was raised as to the property tax on the new property. Richard Powers will follow up with assessor Allen Fukes. Carl Pitts (Dave Perry) moved to accept the financial report. All in favor; motion carried.

Privilege of Floor – none

Correspondence – There is a proposed law amendment by the Fire District Association. There is paperwork regarding the bond issuance from the attorney. The software renewal has a quote of $20/month. This can be hosted on the cloud so it can be assessed from anywhere for a total of $240. Everything is now hosted on the hard drive, with a $109 maintenance fee. Carl Pitts (Ernest Wood) moved to accept the software renewal. All in favor; motion carried.

Chief’s Report – Chief Parker reported there are no known building or mechanical issues to report. Truck inspections/inventory were completed, as well as SCBA inspections. There is still one (1) pack out of service. Members logged in 18 man-hours responding to calls; 24 man-hours of training; 45 man-hours for general station work. Members voted on and passed the membership application of Hunter Burnet, who resides on County Route 56 in Hopkinton. Training was done by small groups including Driver, pump operations and exterior and interior operations. There are currently eight (8) members registered for BEFO starting in April. Packets are being prepared.

There are no PPE or equipment needs at this time. The chiefs did personal inventory of members on January 21 but a few more still need to be completed. Needs will be prioritized after completion. Committees were formed to host the 2nd Annual 4-Wheeler and ATV run this summer and a committee to host a 1st Annual Rabbit hunt on March 18. A tentative date of May 21 has been set for the spring chicken barbeque.

FEMA AFG grant application was submitted on February 10. A local Girl Scout troop would like to request permission to set up a booth to sell cookies in the front parking lot.

Calls for the month:

1/5/23 49 Catherine Street (mutual aid to Parishville) Structure fire 5 members

1//21/23 TTVRS Station 2 (mutual aid for driver) 1 member

1/26/23 2853 State Highway 11B (mutual aid to TTVRS) – life assist 1 member

Ernest Wood (Carl Pitts) moved to accept the Chief’s report. All in favor; motion carried.

New Business

* Software previously approved
* Ernest Wood (Dave Perry) moved to approve the membership of Hunter Burnet. All in favor.
* Rob Stillwell (Ernest Wood) moved to approve permission for the Girl Scouts to sell cookies in the parking lot. All in favor; motion carried.

Old Business

* A building committee was established in order to start on the specifications for the new building consisting of Richard Powers, Dave Perry, Steve Parker, Greg Crump, and Jeff Burnham. Richard will schedule a meeting and then arrange a time to meet with Brooks Washburn.
* A special meeting was held with the contractor. Part of the funding being held back is the tipping fee and this can be used as part of the retainer. Dave Perry spoke with Mr. Hutchins and there is a meeting scheduled for 10:30 Wednesday morning. Mr. Hutchins has acquired some stone from another job and will bring samples to the meeting for review. Other details to be finished will be discussed. It does not make sense to do anything with the landscaping now when it will only be dug up again. Dave Perry suggested that $15,000 be held back from final payment, which would include the tipping fees. Rob Stillwell (Dave Perry) moved to approve payment to Friends Commercial in the amount of $66,439.20. All in favor; motion carried.

Carl Pitts (Dave Perry) moved to adjourn the meeting. All in favor; motion carried. The meeting adjourned at 7:35 p.m.

Minutes submitted by Sue Wood, Secretary