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**HOPKINTON FIRE DISTRICT**

2876 State Highway 11B

Hopkinton, New York 12965

(315) 328-4682

Board of Fire Commissioners Meeting Minutes – July 11, 2023

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

Earl McBride, Carl Pitts

Guest: Steve Parker, Chief; Jen White, Greg Crump, Jeff and Peggy Burnham, Ben Wood

Richard Powers called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance. Richard stated that the insurance representative already picked up the paperwork and had nothing left to discuss. Rob Stillwell (Dave Perry) moved to accept the agenda. All in favor; motion carried.

Carl Pitts (Ernie Wood) moved to accept the minutes from the June 2023 meeting as presented. All in favor; motion carried.

The following claims were presented for payment:

* National Grid $193.38
* Margie Sherman $135.00
* Charter Communications $137.97
* G&E Extinguishers $207.00
* Hopkinton Fire Department $111.47
* Hopkinton Fire Department $370.41
* MX Fuels $531.72
* Ferrell Gas $106.23
* Earl McBride $100.00
* Community Bank Service Charge $2.00

It was noted by Carl Pitts that the service charge in the amount of $2.00 to Community Bank for the Firehouse Land and Building Project was not indicated in the report. Rob Stillwell (Dave Perry) moved to accept payment of claims as presented. All in favor; motion carried.

Financial Report – Treasurer McBride reported a balance of $160,739.67 after claims paid. There is a balance of $144.57 in the petty cash fund; $18,450.57 in the Equipment Reserve; $11,408.10 in the Capital Reserve; and $32,624.81 in the Firehouse Land and Building Project. The final audit was completed, and a copy given to the commissioners. The inquiry from the Comptroller’s office was completed on June 28th. Rob Stillwell (Ernie Wood) moved to approve the financial report. All in favor; motion carried.

Privilege of floor – none

Correspondence – copies of the new blueprints were emailed to the commissioners.

Chief’s Report – Chief Parker reported there are no known building or mechanical issues to report. Truck inspections and inventory were completed. SCBA inspections were completed with one pack still out of service with an unknown error. One pack has a leaking valve which the department will try to repair. In June, members logged in 0-man hours responding to calls; 64 man hours of training; 42 man hours of general station work/work details. Tristen Cantrelle submitted his resignation but has left in good standing. Matt Pellegrino also submitted his resignation due to being able to focus on college. He also left in good standing. Various training has been held including Driver, Pump Ops, Exterior and Interior FF Ops with a special emphasis on the operation of Marine 17. Five (5) members completed the BEFO training. The Boater Safety Course is still being coordinated.

The 2nd Annual 4-Wheeler and ATV run will be held on August 12. The 2nd Annual Past Members Breakfast has been rescheduled to August 19th. The “Fill the Fire Truck” event with Dollar General will be held with supplies given to Parishville-Hopkinton School. There are no other fund raisers planned at this time. The department is still waiting for word on the FEMA AFG grant and the Gary Sinise Foundation grant. There were no calls in June.

Engine 41 overheated this evening. The department will be working on figuring this out. Rob Stillwell (Dave Perry) moved to accept the Chief’s report. All in favor; motion carried.

New Business

* There will be a Volunteer Fire Department Capital funding grant will be forthcoming. We will keep checking Grants Gateway Website for further information on dates, etc. G&G will be contacted as well as reaching out to Clark Decker, Town of Stockholm, for advice.

Old Business

* Dave Perry met with Brooks Washburn earlier today. Brooks informed him that the USDA grant will not be enough to complete the station due to increased material costs and rising salaries. At this time, the outer shell of the building will be completed, along with the roadway and parking area for paving. While the truck bays will be completed, the kitchen, bathrooms, and meeting room will not be completed. Brooks suggested that we need to reapply for additional funding from USDA and look for available grants. It is possible that we might be able to start the station late fall 2023. An email will be sent to Richard Powers to confirm a meeting on July 21 with the building committee.

Carl Pitts (Rob Stillwell) moved to adjourn the meeting. All in favor; motion carried. The meeting was adjourned at 7:30 p.m.

Minutes submitted by Sue Wood, Secretary