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**HOPKINTON FIRE DISTRICT**

2876 State Highway 11B

Hopkinton, New York 12965

(315) 328-4682

Board of Fire Commissioners Meeting Minutes – June 13, 2023

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

Earl McBride, Carl Pitts

Absent: Steve Parker, Chief

Guest: Will Votra, Greg Crump

Richard Powers called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

Rob Stillwell (Ernest Wood) moved to approve the May 2023 minutes as presented. All in favor; motion carried.

The following claims were presented for payment:

* National Grid $184.78
* Margie Sherman $225.00
* Charter Communications $137.97
* MX Fuels $488.44
* Jerome Fire Equipment $1378.00
* Earl McBride $100.00
* Community Bank Service Charge $2.00

FLBP

* Friend Commercial Contracting $13,616.80
* Hidgson-Russ Attorneys $8612.83
* Brooks Washburn $2599.00
* Community Bank Service Charge $2.00

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

Financial Report - Treasurer McBride reported that the district received a letter from the assessor stating the land on 11B has been reassessed due to the building being gone. The exempt status has been filed. The audit has been completed. The auditor recommends that a separate audit should be on completed for the Firehouse Building and Land Project. He reported a new balance of $162,634.85 in the checking account; $144.57 in the petty cash account; $18,449.65 in the Equipment Reserve; and $11,407.53 in the Capital Reserve. There is a balance of $32,628.81 in the Firehouse Land and Building Project. A purchase of black ink in the amount of $18.99 was made. Carl Pitts (Rob Stillwell) moved to accept the treasurer’s report. All in favor; motion carried.

Privilege of Floor – Greg Crump attended a training and one of the topics was a grant for shared services. The grant could cover a shared fuel facility with the town. This has a 10% match but could save money on the new building.

Correspondence – The insurance renewal will be due soon. The representative would like to meet with the commissioners before the renewal. The forms and last years documents were given to Will Votra for review. An email was received from Peggy Burnham on behalf of the Lake Ozonia Association regarding the boat. They would like to know when the boat will be put in the lake and why a designated time slot can not be established for this. This will be forwarded to Chief Parker for his response.

Chief’s Report – Will Votra reported that there are no known building or mechanical issues at this time. Truck inspections and inventory were completed. SCBA inspections were completed with one pack still out of service. Numerous packs required batteries and one pack is out of service with a leaking valve. The department thinks they can repair this one. Marine 17 is in service and in the lake. Members will be training on this in the near future.

Members logged 0 man hours responding to calls in May; 30 man hours of training; 85 man hours for general station work. Members voted on and passed the RAM membership of Truman Burnett (son of Assistant Chief Jonathan Burnett). Training has been held in house to include Driver, Pump Operations, Exterior and Interior Firefighter Operations. Members enrolled in BEFO are currently taking their final and will start Hazmat on Thursday. A Wildland Fire Training was held with Nicholville Fire Department and DEC officers. Members successfully trained on pulling draft off the Ft. Jackson bridge. Discussions are being held on the design and addition of a dry hydrant on that bridge. The Coast Guard is being contacted to hold a boater safety course.

Wildland backpack water pumps are old and beginning to fail. The department requests the purchase of two (2) new packs at $145 each for a total of $290. The department also needs front suction hose for E61 – two (2) 12’ lengths at $550 each for a total of $1100.

The second annual 4 Wheeler and ATV run is being planned for this summer. The insurance has sparked a county wide discussion. The spring chicken barbeque was a success and sold out quickly. The second Annual Past Membership breakfast was postponed from June 10th to August 19th. The FEMA AFG grant was submitted and we are awaiting a response. The AED’s grant was submitted through the Gary Sinise Foundation and we are awaiting a response. Chiefs Parker and Votra submitted a FEMA SAFER grant for recruitment and retention funds. The Chiefs would like to attend the NYS Fire Chief’s show on June 16th.

There were no calls in May. Carl Pitts (Dave Perry) moved to accept the Chief’s report. All in favor; motion carried.

New Business

* Dave Perry (Rob Stillwell) moved to approve the purchase of Wildland packs at a cost of $290. All in favor; motion carried.
* Rob Stillwell (Dave Perry) moved to approve the purchase of front suction hose at a cost of $1100. All in favor; motion carried.
* Carl Pitts (Dave Perry) moved to approve the membership of Truman Burnett. All in favor; motion carried.
* Richard Powers contacted Ferral Gas regarding the invoice. The system put in wrong and a credit will be issued.
* Ernest Wood (Dave Perry) moved to approve an audit on the Firehouse Land and Building Project and Petty cash funds. All in favor; motion carried.
* Richard Powers will contact Brooks Washburn and have him design a fuel facility for the shared services grant.
* Jerome Fire has a finance charge that needs to be deleted. The representative name will be forwarded to Richard Powers.

Old Business

* USDA is missing some paperwork. Richard Powers and Sue will review.

Carl Pitts (Ernest Wood) moved to adjourn the meeting. All in favor; motion carried. The meeting was adjourned at 7:32 p.m.

Minutes submitted by Sue Wood, Secretary