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**HOPKINTON FIRE DISTRICT**

2876 State Highway 11B

Hopkinton, New York 12965

(315) 328-4682

Board of Fire Commissioners Meeting Minutes – May 9, 2023

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

Earl McBride

Absent: Carl Pitts

Guest: Steve Parker, Chief

Richard Powers called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance. Correspondence from USDA was added to the agenda. Rob Stillwell (Ernest Wood) moved to approve the revised agenda. All in favor; motion carried.

Dave Perry (Rob Stillwell) moved to approve the minutes from April 11, 2023, with the addition of Jen White as guest. All in favor; motion carried.

The following claims were presented for payment:

* National Grid $235.21
* Ferrell Gas $873.68
* Charter Communications $137.97
* Gregory Healey, M.D. $250.00
* Jerome Fire Equipment $544.10
* Jerome Fire Equipment $567.64
* Hopkinton Fire Department $547.41
* Earl McBride $100.00
* Community Bank Service Charge $2.00

FLBP

* Brooks Washburn $818.00
* G&G Municipal $750.00
* Community Bank Service Charge $2.00
* Town of Hopkinton $1101.62

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

Treasurer McBride reported a checking account balance of $165,151.04 after payment of claims. There is a $163.56 balance in petty cash after a $9.45 purchase for folders and pens. The equipment reserve fund has a balance of $18,44.65 and the capital reserve fund balance is $11,407.53. The Firehouse Land and Building Project balance is $57,457.44. Dave Perry (Rob Stillwell) moved to accept the financial report as presented. All in favor; motion carried.

Privilege of Floor – none

Correspondence – Tony Blackwell, McNeil insurance representative, would like to come back in July and give the insurance updates.

Chief’s report – Chief Parker reported there are no known building or mechanical issues to report at this time. Truck inspections/inventory were completed. SCBA inspections were completed with one pack still out of service with an unknown error. In April, members logged in 34 man-hours responding to calls; 75 man-hours of training; and 42 man-hours for general station work/work details.

Various in-house training was held to include Driver, Pump Ops, Exterior and Interior FF Ops. Six (6) members completed EVOC. Yearly PESH trainings are continuing. BEFO training is also continuing. The Coast Guard will be contacted for a Boater Safety course.

The 2nd annual 4-wheeler and ATV run is being planned for the summer. Insurance is a topic that has sparked a serious county wide discussion. The spring Chicken Barbeque is scheduled for May 28th. A concession stand will be held on June 3 in conjunction with the town wide garage sales. The PHCS senior class will also hold a car wash at the station on June 3rd. The 2nd Annual Past members breakfast will be held on June 10. There are no other fundraisers planned at this time.

The FEMA AFG application was submitted but there has not been an award announcement at this time. The grant for AED’s was submitted by G&G Consulting to the Gary Sinise Foundation Grant. There is no b yet. Permission is requested for available chiefs to attend the NYS Fire Chiefs show on June 16th.

Calls for the month:

* 4/6/23 Structure Fire – 689 County Route 56 7 members
* 4/6/23 EMS Lift Assist – 727 Converse Road – Mutual aid to TTVR 1 member
* 4/7/23 MVA – 2776 State Highway 11B 3 members
* 4/21/23 Wildland Fire – 2115 State Highway 11B 12 members

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

New Business

* Rob Stillwell (Dave Perry) moved to approve the attendance for the chiefs at the NYS Chiefs Show on June 16. All in favor; motion carried.
* USDA pre-application needs more information; due to the timing, this will probably need to be redone.

Old Business

* Dave Perry contacted John Hutchins regarding the site demo. All work has now been completed.
* A change order is needed for tipping fees. The total amount owed to Friends Construction is $12,616.80. Dave Perry (Rob Stillwell) moved to approve payment. All in favor; motion carried.
* The stone is being stored at the town garage. A meeting will be scheduled with Brooks Washburn to settle things.
* Earl McBride noted that the budget sheet needs to be updated.
* The books will be delivered to the accountant next week for the annual audit.
* The Clerk of the Works will be decided after the meeting with Brooks Washburn.

Dave Perry (Rob Stillwell) moved to adjourn the meeting. All in favor; motion carried. The meeting was adjourned at 7:24 p.m.

Minutes submitted by Sue Wood, Secretary