



HOPKINTON FIRE DISTRICT
 2876 State Highway 11B
 Hopkinton, New York 12965
 (315) 328-4682

Commissioner Meeting Notes – February 13, 2024

Present: Dave Perry, Jeff Burnham, Carl Pitts, Rob Stilwell, Ernie Wood, Earl McBride, Sue Wood
 Guest: Steve Parker, Peggy Burnham, Deborah Rust, Vickie French, Rick Eakins, Ashley Eakins, Will Votra

The meeting was called to order by Chairman Perry at 7:00 p.m. followed by the Pledge of Allegiance.

Rob Stilwell (Carl Pitts) moved to approve the minutes from January 2024 as presented. All in favor; motion carried.

The following claims were submitted for payment:

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| • National Grid | electric | \$260.34 |
| • Ferrell Gas | propane | \$1232.19 |
| • Charter Communications | internet/phone | \$137.97 |
| • MX Fuels | diesel | \$867.58 |
| • Seaway Timber | brake pads | \$318.41 |
| • Gregory Healey MD | physicals | \$125.00 |
| • Earl McBride | treasurer fee | \$100.00 |
| • Community Bank | service fee | \$2.00 |

Firehouse Land and Building Project

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| • Community Bank | service fee | \$2.00 |
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Rob Stilwell (Jeff Burnham) moved to approve payment of presented claims. All in favor; motion carried.

Financial Report – Treasurer McBride reported a previous balance of \$11,208.05. After payment of the presented claims, the current balance will be \$8,164.56. Petty cash has a balance of \$144.57; Equipment Reserve Fund has a balance of \$18,452.43; Capital reserve fund has a balance of \$62,627.52; and the Firehouse Land and Building Project has a balance of \$24,177.93. Treasurer McBride also reported that he will be resigning at the March meeting. It was reported that at the end of the year 2023, funds were moved from the capital reserve fund and put into the Firehouse Land and Building Project to pay off the load of \$52,000. Ernest Wood (Rob Stilwell) moved to approve the financial report. All in favor; motion carried.

Privilege of Floor – Will Votra asked if there was a reimbursement for a physical that was handed in previously. This was misplaced but will be paid.

Rick Eakins asked if the commissioners had explored the department building the new station and then giving it back to the district. It appears that the bidding is approximately six (6) months away so they have time to review this. Vickie French mentioned that this was previously discussed regarding the town building and were told this could not be done. If the building is built off site and then placed at the location, prevailing wages would only need to be paid when placed. The attorney will need to be contacted regarding this.

Correspondence – A quote was received from McNeil and Company regarding insurance for the pole barn. This was valued at \$216,000 and full replacement cost for an additional premium of \$665. Dave Perry will contact the insurance company and ask them to review the quote and look at the actual building.

Chief's Report – Chief Parker reported that Engine 61 overhead door opener is not working. The repair technician said it needs to be replaced; however, there is not enough room for a newer motor and the front wall vertical opener installation is very expensive. The door will be opened manually for now. There are no other known building or mechanical issues to report.

Truck inspections/inventory were completed. SCBA inspections are complete. One (1) pack is out of service with an unknown error and one (1) pack is out of service with a leaking valve. Tri-Town Rescue recently sold their crash truck with rescue tools to Adirondack Energy. Assistant Chief Crump contacted them to see about purchasing the equipment. Adirondack Energy generously donated them. This is a nice upgrade in the tools. A department without extrication tools will be sought and will be passed along to them, along with any extra tools we have.

In January members logged in 180 ma-hours responding to calls; 84 man-hours of training; 55 man-hours of general station work. Members voted on and passed the membership application of Allison Perham. Allison lives outside the district on 11B towards Potsdam. She has been a valuable volunteer for many months.

Training has been various in-house training. Emphasis was on PESH/OSHA and NYS Annual training. Last month members discussed hosting a gun show. This is tabled for now as there is not enough room in the current station. A committee was formed to pick a date for the Annual 4-Wheeler Run. Discussion was also held, and a committee was formed to establish a plan for the April 8 eclipse. A fundraiser and a standby crew are possibilities.

The AFG 2024 grant is now open. The department requests submitting a microgrant (\$75,000 or less) for SCBA. This grant would have a 5% cost share of \$3,750. There is still no update on the Gary Sinise Foundation grant, but the fire department, the fire district and the Hopkinton Town board purchased three (3). They were placed in Engine 61, Rescue 71 and in the station. The items for the DEC grant have been ordered. Chief Parker is working on the NYS Volunteer Fire Infrastructure & Response Equipment Grant. Sue Wood is renewing the SAM.gov account, which is needed for all FEMA and state grants, as well as the USDA loan application.

Staff from E. Stefanik and K. Blankenbush's office will be attending a tour of the station, given an update on the fire station situation and convey the need for their help on Thursday, February 15 at 10:30 a.m.

Calls for the month:

- 1/9 Weather/Windstorm 12 members
 - Electrical hazard at 282 Beebe Road
 - Traffic hazard at 71 Sheldon Road
 - Traffic/electrical hazard at 2109 State Highway 11B
 - Traffic/electrical hazard at 1696 Lake Ozonia Road
 - Miscellaneous trees down on various roads
- 1/14 MVA on State Highway 458 and Days Mills Road 8 members
- 1/15 MVA at 2193 State Highway 11B 8 members
- 1/16 MVA at 185 Sheldon Road 10 members
- 1/18 Structure fire at 190 Lake Ozonia Road 16 members
- 1/19 Structure fire at 738 State Highway 72 – standby 9 members
- 1/28 Structure fire at 658 Converse Road 12 members

Chief Parker will contact MES to have the airflow done on the packs. Carl Pitts (Ernest Wood) moved to approve the Chief's report. All in favor; motion carried.

Dave Perry (Rob Stilwell) moved to approve the membership of Allison Perham. All in favor; motion carried. Carl Pitts (Rob Stilwell) moved to approve the submission of the AFG Grant. All in favor; motion carried.

New Business – Dave Perry reported on a District 5 meeting that was held to discuss the new radio system. The radios are expected to be here in 2025. The department will receive 14 new Trunked Land Mobile Radio (T.L.M.R.) and will be paid for by St. Lawrence County. Motorola will guarantee the price for seven (7) years. The price will range from \$3000 to \$6000 depending on the model (vehicle, base station and Chief/Assistant radio). Batteries, chargers and accessories will be paid by the district at an estimate of \$3842:

Batter cost (\$136 x 14 radios)	\$1904
Chargers (\$186 x 5 vehicles)	\$930
Single Chargers (\$126 x 8)	\$1008

The base radio and antenna will be paid for by the county. Installation for the base radio and antenna is currently unknown.

The current system will still be used for toning out emergencies. Hopkinton radios will be higher due to being so close to Franklin County. The projected longevity is ten (10) years.

Old Business

- Surety Bond (Crime Bond) – Dave followed up with our insurance company. We are covered by \$250,000.
- Carl Pitts (Jeff Burnham) moved to approve the shared services agreement with the Town of Hopkinton. All in favor; motion carried.
- Firehouse update – the pre-application was turned into USDA on 1/22/24. There has been a change in the process and the pre-application is no longer needed, only the final application. A

meeting was held with Brooks/LaBella to review the items needed for the application (SAMS report, two years of annual reports, legal service agreement with bond attorney, various other forms)

- Discussion was held on a Clerk of the Works – there is a form that the engineer needs. Vickie French mentioned some names that may be interested.
- Peg Burnham asked if an updated contract has been done with the engineer. The bond counsel is working on one with the engineer.

Carl Pitts (Rob Stilwell) moved to adjourn the meeting. All in favor; motion carried. The meeting was adjourned at 8:01 p.m.

Minutes submitted by Sue Wood, Secretary