

**HOPKINTON FIRE DISTRICT**

 2876 State Highway 11B

Hopkinton, New York 12965

(315) 328-4682

Board of Fire Commissioners – Minutes from May 14, 2024

Present: Dave Perry, Jim Lyon, Jeff Burnham, Ernest Wood, Rob Stilwell, sue Wood

Absent: Carl Pitts

Guest: Steve Parker, Ben Wood, Greg Crump, Ashley and Rick Eakins, Peggy Burnham

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

Rob Stilwell (Ernest Wood) moved to approve the agenda. All in favor; motion carried.

Rob Stilwell (Jeff Burnham) moved to approve the minutes as presented. All in favor; motion carried.

The following claims were presented for payment:

* Community Bank Service Charge $2.00
* National Grid Electricity $245.80
* North Country This Week legal notices $149.53
* Ferrellgas propane $1084.06
* James Lyon Treasurer duties $100.00
* McNeil & Company insurance $1482.50 \*\*
* Charter Communications Internet/Phone $139.98
* Community Bank Service Charge $2.00
* Transfer to FLBP Checking from tax levy $109,750.00

\*\* Note: this was to replace a lost check

Ernest Wood (Rob Stilwell) moved to approve payment of presented claims from the General Fund. All in favor; motion carried.

The following claims were presented for payment in the FLBP account:

* Community Bank Service fee $2.00
* Dave Perry filing fee/mailing $79.98
* LaBelle Associates Architect design $3016.00

Ernest Wood (Rob Stilwell) moved to approve payment of presented claims from the FLBP. All in favor; motion carried.

Financial Report – The following balances were reported:

* General Checking $101,081.94
* FLBP $130,283.50
* Petty Cash $144.47
* Capital Reserve $62,631.66
* Equipment Reserve $18,453.65

Treasurer Lyon suggested that we look into different options and interest rates for the funds. He will meet with the bank on this. Rob Stilwell (Ernest Wood) moved to accept the financial report. All in favor; motion carried.

Privilege of Floor – Peggy Burnham complimented the department for getting the fire boat in the water early.

Rick Eakins commented he did not like the plans for the building. Things could have been done to save money. There is no other small town that has that kind of a building designed. The budget is running right to the maximum. Everything was bid out except for the architect. There are ways that need to be looked at to cut the budget but still have a building. He doesn’t feel a pump station is needed.

Note: The pump station is needed because of lack of space. The square footage was figured by the Department of Health.

In the Rural Development budget, where is the line for Clerk of the Works?

 Note: This is in Section B.D. (Resident Inspection)

Correspondence – A letter was received from Richard Eakins regarding his concerns with the proposed building.

* USDA requires an architect.
* Funds will only be released from USDA when project completed. There will be an annual payment with interest charged twice a year.
* Plans can not be discussed or shared with others.
* There is no need to put the project on hold but other options can be explored. Square footage can be shared with others to get a ballpark figure.

The law firm of Young, Kelsy, Brown and Strippoli is dissolving. Nicole Strippoli is joining a new law firm and will continue to serve the district at the same rates. She will have a new email address and a paralegal will be joining her.

Chief’s Report – Chief Parker reported there are no known building or mechanical issues to report.

Truck inspections/inventory were completed. SCBA inspections were completed with one (1) pack still out of service with an unknown error and one (1) pack with a leaking valve. Marine 17 was placed in service on Lake Ozonia. The department is in the process of adding a dry hydrant on Circle Drive at the old bridge embankment. Pipe and fittings will need to be purchased.

Members logged in 216 man-hours responding to calls; 24 man-hours of training; 35 man-hours for general station work. Training has been various in-house training. Emphasis in April was Accident Victim Vehicle Extrication tools and procedures. The U.S. Coast Guard Boater Safety course was held on May 11 at the station and went well. A request is made to send the Chiefs to NYS Fire Chief show in Syracuse for one day between June 12 and 15. No equipment is needed at this time.

Fundraisers include planning the annual 4-wheeler run (likely August 17 or 24); spring chicken barbeque (May 26), gun raffle in the fall; and an outdoor fun day.

FEMA AFG2023 grant was submitted for SCBA; FEMA SAFER 2023 was submitted; NYS DEC Grant was awarded $5,000 (50/50 match) and the items are on order; NYS volunteer Fire Infrastructure and Response Equipment Grant was submitted; fY25 Appropriations Committee (Stefanik) application was submitted; DANC funding through Blankenbush was submitted and approved for $75,000; Anheuser Busch grant for canned water was submitted and awarded. Chief Parker also mentioned the proposed OSHA changes being proposed for Fire Service (training levels for chiefs, training levels for Firefighters, medical screening requirements)

Calls for the month:

4/1 274 County Route 49 CPR

4/5 755 St. Hwy 458 Electrical Hazard

4/8 2876 St. Hwy 11B Eclipse stand by

4/20 127 Green Road Chimney fire

4/25 224 County Rt 49 Outside fire

4/27 2867 St. Hwy 11B Outside fire

A question was asked why the SCBA was still out of service. The company has not been contacted yet but Chief Parker will follow up on this. Rob Stilwell (Ernest Wood) moved to approve the Chief’s report. All

 In favor; motion carried.

New Business

* Rob Stilwell (Jeff Burnham) moved to approve the chiefs attending the Chiefs show in Syracuse. All in favor; motion carried.
* Dave Perry (Jeff Burnham) agreed to work on the DANC paperwork. All in favor; motion carried.
* Rob Stilwell (Jeff Burnham) moved to approve the purchase of material for the dry hydrant. All in favor; motion carried.
* Insurance quote: The following was received:

$175,000 for barn replacement coverage $527.00

Trailer/Canopy coverage $8000 for $169; $10,000 for $179

Boat trailer $4000 for $147; $6000 for $158

These prices would be added to the premium. There is no need to insure the board trailer. Ernest Wood (Rob Stilwell) moved to approve the replacement cost for the barn but to hold off on the other items. All in favor; motion carried.

* Rob Stilwell (Jeff Burnham) moved to appoint Nicole Strippoli as the new attorney. All in favor; motion carried.
* The door openers at the station are not working. The motors cannot be replaced. Kelly Sales was contacted and two (2) options were given:
	+ Lift master trolley installed at $1637 each
	+ Side mounted operator at $1029 each

It was suggested that perhaps Lawton Electric could repair the motors. Rob Stilwell will look into this and other options. No other action was taken.

Old Business

* Credit card policy – tabled until next meeting
* Firehouse project: Form E – Rural Development Project Budget/Cost Certification
	+ 4 stages to the project
		- Administration
		- Technical issues
		- Construction
		- Contingency
	+ Also under other funding sources, the district will provide $90,503 on the project
* Th USDA will provide a swing loan to pay for pre-construction items
* LaBella Associates will be providing a monthly payment schedule
* 15% of the cost under LaBella+
* associates have already been paid
* A meeting with the bond attorney will be held to explain the bonding process

Jim Lyon will provide a running tally on the project. Rob Stilwell (Ernest Wood) moved to adjourn the meeting. All in favor; motion carried. The meeting adjourned at 8:13 p.m.

Minutes submitted by Sue Wood, Secretary