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**HOPKINTON FIRE DISTRICT**

2876 State Highway 11B

Hopkinton, New York 12965

(315) 328-4682

Commissioners Meeting – October 8, 2024

Present: Carl Pitts, Jeff Burnham, Dave Perry, Jim Lyon, Sue Wood, Ernest Wood (arrived 7:28 p.m.)

Absent: Rob Stillwell

Guest: Steve Parker, Greg Crump, Peggy Burnham, Richard Eakins

The meeting was called to order at 7:02 p.m. by Chairman Perry, followed by the Pledge of Allegiance.

Carl Pitts (Jeff Burnham) moved to approve the agenda as presented. All in favor; motion carried. Jeff Burnham (Carl Pitts) moved to accept the September minutes as presented. All in favor; motion carried.

The following claims were presented for audit:

* National Grid Electricity $238.54
* MX Fuels Gas & diesel $1,265.97
* Charter Communications internet/phone $139.98
* James Lyon Treasurer $100.00
* McNeil & company insurance A&H renewal $906.00
* McNeil & Company insurance installment #1 $7,704.00
* LaBella Associates architect $22,502.71

Carl Pitts (Jeff Burnham) moved to approve payment of presented claims. All in favor; motion carried.

Treasurer Lyons reported the following financial report:

* General checking $59,259.76
* Firehouse, Land & Building $101,198.79
* Petty Cash $144.57
* Capital Reserve $62,636.90
* Equipment Reserve $18,455.19

Carl Pitts (Jeff Burnham) moved to approve the financial report. All in favor; motion carried.

Privilege of Floor – none

Correspondence – Dave Perry reviewed an email from FEMA regarding AFGP program updates and webinars.

Chief’s Report – Chief Parker reported there are no known building or mechanical issues to report at this time. Truck inspections, inventory and SCBA inspections were completed. There are no know truck or equipment issues to report.

In September, members logged in 20 man-hours responding to calls; 42 man-hours of training; 36 man-hours for general station work/work details. Members voted on and passed the RAM membership of Carl Pitts Jr. Training in September was quiet with some in-house training, some training on Marine 17, but weather did cause cancelling of two (2) planned trainings. The approved water rescue equipment has arrived and is in service. There is no other equipment needed at this time. The awards banquet is scheduled for December 17 and a 75th Anniversary field day will be held in 2025. The chicken barbeque will be held on October 13.

The FEMA AFAG 2023 was submitted for SCBA. FEMA has started making awards but the department has not heard from them yet. The FEMA SAFER Grant was submitted but no awards have been announced yet. The NYS volunteer Fire Infrastructure & Response Equipment grant was submitted. The application for the Appropriations committee funds through Congresswoman Stefanik was submitted and is awaiting approval from Congress. The DANC funding has been awarded $75,000 for the kitchen in the new station. The VFA (DEC) grant is available for $5,000 with a match of $2500. Wildland gear could be PPE, Portable pumps, hand tools or chain saws.

October 19 members and families are invited to Pumpkin Carvingj. This will start about 6:00 p.m. Members are asked to bring a pumpkin to carve and a dish to pass.

Calls for the month:

* 9/3 Alarm Activation 2861 State Highway 11B 5 members
* 9/7 Cardiac Arrest 237 State Highway 458 9 members
* 9/13 TTR Lift Assist 2831 State Highway 11B 3 members
* 9/16 TTR Life Assist 2831 State Highway 11B 9 members

A phone call was received from the Chief of Lawrenceville Fire Department. A truck backed into their porta pond and bent the frame. Carl Pitts (Jeff Burnham) moved to approve the Chief’s report. All in favor; motion carried.

Ernest Wood (Jeff Burnham) moved to approve the RAM membership of Carl Pitts Jr. All in favor, with Carl Pitts abstaining; motion carried.

Carl Pitts (Jeff Burnham) moved to approve replacing the portapond for Lawrenceville Fire. Steve will provide the information to Dave Perry to contact the insurance company. All in favor; motion carried.

Carl Pitts (Jeff Burnham) moved to approve the submission of the VFA grant for wildland gear. All in favor; motion carried.

New Business

* The public hearing on the 2025 budget will be held on October 22 at 7:00 p.m. Also, plan to adopt the budget following the public hearing.

Old Business

* Clerk of the Works – ok to advertise
* Firehouse update – Dave Perry has requested an estimate from LaBella Associates on the cost of services from the bid process to the completion of the project, as well as what we have already spent. We will need to get a loan to cover the services and the Clerk of the Works as the USDA only pays out at the completion of the project.
* Form E may change as the USDA may ask for a higher contingency amount. This increase is due to the BABA Law which may increase the price for material.
* LaBella is waiting for USDA to finish their review of our application. When the review is completed, they will start the bidding process. This could take approximately two (2) weeks.

A question was asked if the district had changed over to NBT Bank yet. Jim Lyon has not had a chance to do this yet.

Carl Pitts (Ernest Wood) moved to adjourn the meeting. All in favor; motion carried. The meeting adjourned at 7:50 p.m.

Minutes submitted by Sue Wood