

**HOPKINTON FIRE DISTRICT**

 2876 State Highway 11B

Hopkinton, New York 12965

(315) 328-4682

Board of Fire Commissioners – Minutes from February 11, 2025

Present: Dave Perry, Jim Lyon, Ernest Wood, Jeff Burnham, Rob Stillwell, Sue wood

Absent: Carl Pitts

Guest: Peggy Burnham, Greg Crump, Steve Parker, Jen White, Dick Eakins, Will Votra

The meeting was called to order at 7:05 p.m. followed by the Pledge of Allegiance. Rob Stillwell (Jeff Burnham) moved to approve the agenda as presented. All in favor; motion carried.

Ernest Wood (Rob Stillwell) moved to approve the minutes from January. All in favor, motion carried.

The following claims were presented for payment:

 General Checking

* National Grid electricity $346.20
* Charter Communications Internet/Phone $139.98
* James Lyon Treasurer Fee $100.00
* Ferrellgas Propane $1910.44
* North Country This Week Legal Notice $29.52
* Town of Hopkinton Diesel/pre-mix fuel $149.87
* NCC Systems SCBA Bottle Service $230.00
* Fire Station Software cloud database host & maintenance $349.00

Firehouse Land and Building Project Checking

* Monaco, Cooper, Lamme & Carr Attorneys $228.00
* LaBella Associates Architect $2351.00

Rob Stillwell (Jeff Burnham) moved to approve the payment of presented claims. All in favor; motion carried.

Treasurer Lyon reported the following fund balances:

* General $11,609.99
* FLBP $21,719.29
* Petty Cash $144.57
* Capital Reserve $62,641.11
* Equipment Reserve $46,581.98

Ernest Wood (Rob Stillwell) moved to approve the treasurer report. All in favor; motion carried The Annual Report to the Comptroller is due on February 28, 2025. There is another statement to “I am Responding” in the amount of $314 that needs to be paid. Ernest Wood (Jeff Burnham) moved to approve the payment. All in favor; motion carried. The new account at NBT will be started this month.

Privilege of floor – none

Correspondence – A notice of the Edward “Ned” Carter Scholarship in the amount of $1500 was reviewed. Will Votra will work with Parishville-Hopkinton School for a senior to apply. The annual Fire and EMS Law and Management conference will be held March 27-29 at the Turning Stone Casino.

Chief’s Report – Chair Perry asked for a motion to approve the January Chief’s report as the meeting ended before this. Rob Stillwell (Jeff Burnham) moved to approve the January Chief’s report. All in favor; motion carried. On February 5th, the heating system failed, and the building temperature dropped to 50 degrees. Inspection revealed the propane tank was down to 7%. Ferrel Gas was contacted for an emergency fill. Once filled, the furnace still performed poorly. Goodrich Heating and Cooling was contacted for repair. At this time, there are no other building or mechanical issues to report.

Truck inspections, inventory and SCBA inspections were completed with no reported issues. In January members logged in 10-man hours responding to calls; 136-man hours of training; and 48 man hours of general station work. Training in January was minimal due to the extreme cold. CPR course was held on February 8 and attended by many. OSHA/PESH/NYS Required yearly training to start this month.

The district needs to consider options to purchase new SCBA as we did not receive the FEMA AFG grant. Two (2) interior firefighters were fitted for new gear. The order will be placed soon. The gear inspection will be held in March. Gloves, hoods, helmets, boots are anticipated to be needed.

A committee was formed to discuss the 75th Anniversary Celebration this summer. A Rehab Policy is still in the works.

Calls for the month:

* January 1 Tri Town Lift Assist 282 Beebe Road 4 members
* January 27 MVA 34 State Highway 458 7 members

Rob Stillwell (Jeff Burnham) moved to approve the February report. All in favor; motion carried.

New Business

* A service contract with Casella Waste Systems was presented. This is renewed every two (2) years at no cost. Ernest Wood (Rob Stillwell) moved to approve the contract. All in favor; motion carried.

Old Business

* The $1,000,000 contract for the new station was received and signed. This was effective November 1, 2024. The district has 180 days to start the project from that date. Peggy Burnham will attend a portal training course. We are still on track for the grant from Congresswoman Stefanik. The vote is expected in March. A discussion was held on bidding the project out. Peggy Burnham will contact Brian Murray at USDA with various questions. The $75,000 grant is waiting for the final budget for the kitchen. Rob Stillwell (Ernest Wood) moved to accept the $1,000,000 grant from the state. All in favor; motion carried. Rob Stillwell (Jeff Burnham) moved to approve Dave Perry to be the signer in the portal for the comptroller’s office. All in favor; motion carried.
* Dave Perry is still working on the easement for National Grid. The information will be forwarded to LaBella to look into the request from DOT regarding the driveway.

Rob Stillwell (Ernest Wood) moved to adjourn the meeting All in favor; motion carried. Meeting adjourned at 7:45 p.m.

Minutes submitted by Sue Wood, Secretary