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**HOPKINTON FIRE DISTRICT**

2876 State Highway 11B

Hopkinton, New York 12965

(315) 328-4682

Commissioner Meeting Notes – June 10, 2025

Present: Dave Perry, Jim Lyon, Ernest Wood, Carl Pitts, Jeff Burnham, Sue Wood

Absent: Rob Stillwell

Guest: Peggy Burnham, Steve Parker, Richard Eakins, Deborah Rust

The meeting was called to order at 7:00 p.m. followed by the Pledge of Allegiance. Carl Pitts (Jeff Burnham) moved to accept the agenda as presented. All in favor; motion carried.

Ernest Wood (Jeff Burnham) moved to accept the minutes as presented. All in favor; motion carried.

The following claims were presented for payment:

* Deluxe Checks Checks $30.25
* NBT Bank Service Charge $10.39
* National Grid Electricity $250.75
* KS StateBank down payment on SCBA $20,000.00
* Charter Communications internet/phone $150.00
* James Lyon Treasurer $100.00
* Peggy Burnham FEMA Consultant $600.00
* Ferrell Gas propane $530.53
* Jock Pest Control pest control $40.00

Firehouse, Land and Building Checking

* Deluxe Checks checks $33.00
* NBT Bank service charge $10.04
* LaBella Associates architect $867.00

Carl Pitts (Ernest Wood) moved to approve payment of presented claims. All in favor with Jeff Burnham abstaining. Motion carried.

James Lyon, Treasurer, provided the following financial report:

General Fund

* NBT Checking $9,169.17
* NBT Savings $35,109.25
* Community Bank Checking $46,950.18

Firehouse Land and Building Project

* NBT Checking $4,090.08
* NBT Savings $70,139.04
* Community Bank Checking $39,933.29

Petty Cash $144.57

Capital Reserve

* NBT Bank $62,661.33
* Community Bank $0.37

Equipment Reserve

* NBT Bank $46,597.01
* Community Bank $0.28

A deposit from FEMA was made in the amount of $5,777.65 in the general NBT Checking; a refund from the town of Hopkinton for check #3101 in the amount of $103.32, and there was a transfer from the NBT savings in the amount of $20,000.

A request was made to hire Margie Sherman to review the financial books. Ernest Wood (Carl Pitts) moved to approve to hire Margie Sherman for a review. All in favor; motion carried.

Ernest Wood (Carl Pitts) moved to approve the financial report as presented. All in favor; motion carried.

Privilege of Floor – none

Correspondence – none

Chief’s Report – Chief Parker reported there are no known building or mechanical issues to report at this time. Truck inspections/inventory were completed. The valve on E41 has been repaired and the water level gauge is on order. M17 Fire Boat is in service on Lake Ozonia and ready for use. The MSA SCBAs have been delivered. There will be in service training on June 18. The department would like to document the current status of the old packs and donate to a local department in need.

In May, members logged in 42 man-hours responding to calls; 52 man-hours of training; 84 man-hours for general station work/work details. Members voted on and passed the membership of Gabriel “Gabe” Knouse. The department also accepted resignations from Chris Alexander and Derek Seelman, both who left in good standing. Training has been various in house trainings with an emphasis on Wildland/Outdoor Fires and Pump Operations. Paul LaShomb recently completed IFO making him Interior Qualified. Chief Parker completed Fire Officer 2. Narcan training will be held on 6/11/25 and EVOC will be hosted by ESIP.

All tools, equipment, and PPE approved last month have been ordered and delivered with the exception of the Structural Fire Helmets. There are no other equipment needs at this time.

Upcoming fund raisers include: (1) 75th Year Anniversary Field Day on August 9th; annual 4-Wheeler run September 6; Spring chicken barbeque June 15th. There are no other fundraisers planned at this time.

Calls for the month:

* 5/2 MVA (242 Wilson Road) 7 members
* 5/10 MVA (242 County Route 49) 3 members
* 5/10 MVA/Amish Buggy (93 Sheldon Road) 8 members
* 5/11 Outside Fire (346 County Route 49) 7 members
* 5/31 TTR Life Assist (2796 State Highway 72) 2 members

Ernest Wood reported that he estimates the repair on E41 to be approximately $11,000. He asked if the insurance would reimburse for these repairs. Dave Perry will check with Tony Blackwell, insurance representative. It was also asked if there is any depreciation on the air packs to be donated. The packs are outdated but will keep the latest ones. Carl Pitts (Jeff Burnham) moved to approve the Chief’s report. All in favor; motion carried.

Carl Pitts (Ernest Wood) moved to approve the membership of Gabe Knouse. All in favor; motion carried.

New Business

Peggy Burnham reported that there will be another $1925 coming from FEMA. This account will be closed out. Any other reimbursements would be coming from NY State but it has not been approved yet. She also indicated that Invoices from LaBella Associates need to include more details for the grant. A conversation will be had with Matt French from LaBella. The $75,000 DASNY grant is still available. She also reminded Dave Perry that she will need the names of all the contractors that bid for the grant.

Dave Perry reviewed the schedule for the bid dates for the new station. The bids will be due back by Monday, July 21 with awards announced on July 28.

Discussion was held as to when the funding would be released. Jeff Burnham has contacted NBT Bank regarding a loan but has not heard back from them.

The Clerk of the Works was discussed. Dave Perry responded that this position is not needed until the bids are decided.

Ernest Wood (Carl Pitts) moved to adjourn the meeting. All in favor; motion carried. The meeting adjourned at 7:35 p.m.

Minutes submitted by Sue Wood, Secretary