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**HOPKINTON FIRE DISTRICT**

2876 State Highway 11B

Hopkinton, New York 12965

(315) 328-4682

Minutes from Commissioner Meeting – July 8, 2025

Present: Dave Perry, Ernest Wood, Rob Stillwell, Sue Wood, Jim Lyon, Carl Pitts

Absent: Jeff Burnham

Guest: Steve Parker, Jenn White, Dick Eakins

The meeting was called to order at 7:06 p.m. followed by the Pledge of Allegiance. Carl Pitts (Rob Stillwell) moved to approve the agenda as presented. All in favor; motion carried. Ernest Wood (Rob Stillwell) moved to approve the minutes as presented. All in favor; motion carried.

The following claims were presented for audit:

General Checking

* National Grid Electricity $282.14
* NBT Bank Service Charge $9.79
* McNeil & Company deductible – mutual aid $50.00
* James Lyon Treasurer $100.00
* Genaway Oil antifreeze $50.71
* Jerome Fire Equipment compressor maint, coats, pants $9,305.53
* Charter Communications internet and phone $150.00
* A/C Auto Parts marine battery $327.98
* Hopkinton-Ft. Jackson Fire SCBA Mask bags, tools $1,253.67

Firehouse, Land and Building Project

* NBT Service charge $9.80
* LaBella Associates Architect $4,214.00
* Town of Hopkinton Building Permit $2,189.10

It was noted that the air packs are due with an amount of $20,220.67.

Ernest Wood (Rob Stillwell) moved to approve payment of presented claims. All in favor; motion carried.

Financial Report – Treasurer Lyon reported the following balances:

NBT Checking $44,589.85

NBT Savings $35,193.72

Firehouse Land & Building Checking $37,610.54

Firehouse Land & Building Saving $70,283.16

Petty Cash $144.57

NBT Capital Reserve $62,790.46

NBT Equipment Reserve $46,693.04

The Community Bank accounts have been closed out and transferred to NBT Bank accounts. Carl Pitts (Rob Stillwell) moved to approve the financial report as presented. All in favor; motion carried.

Correspondence – Tony Blackwell, insurance representative, will attend the August 12 meeting.

Privilege of Floor – A question was asked if any funds had been received from the grant yet. Nothing has been received to date. A second question was the status of the Clerk of The Works. Jeff Burnham is working on the interviews for this.

Chief’s Report – Chief Parker reported there are no known building or mechanical issues to report at this time. Truck inspections/inventory were completed. E-61 was towed to Route 11 for repairs. The MSA SCBA have been delivered. In-service training was held on June 18th. The packs will be mounted on trucks and in service next week.

In June, members logged in 6 man-hours responding to calls; 120 man-hours of training; 172 man-hours of general station work/work details. Members voted on and passed the membership of Sandra Gordon. Training has been various in house trainings with an emphasis on Pump Ops/Water Supply and MSA SCBA.

The 75th Year Anniversary field day is scheduled for August 9, 2025. The Annual 4 Wheeler run will be held September 6.

Calls for the month:

6/8 Outside Fire 11 members

6/28 Outside Fire 2 members 2165 State Highway 11B

The department has requested the commissioners to be the judges for the car show at the 75th Anniversary Field Day. Rob Stillwell (Carl Pitts) moved to approve the request. All in favor; motion carried. Carl Pitts (Rob Stillwell) moved to approve the membership of Sandra Gordon. All in favor; motion carried.

New Business

* Budget Committee – Dave Perry, Jeff Burnham, Peggy Burnham and Jim Lyon will serve as the committee. Chief Parker will get two (2) Chiefs involved. The first meeting will be held in August.
* Financial Audit – the audit is in the works and should be concluded shortly.
* McNeil & Company – Dave Perry is working on the roster of active members and updating the list for the cancer coverage

Old Business

* The tentative schedule for the building project is being revised. This is due to USDA’s failure to get approval to the engineer. The bid date was moved back. The advertisement for the project went out on July 27. The bids will be due on July 28 at 3:30 p.m. at the fire station.
* E61 is out of commission. The fan went through the radiator and had to be towed to Route 11. There is also a steering box leak. There is currently an issue finding a radiator but Stickney’s in Potsdam will be able to make one. It should be back in service for the anniversary and the steering box can be repaired at a later time.
* The CAFS froze on E41 at one of the fires. Proposing to turn this into the insurance company. A proposal was made to replace the pump and CAFS system to a 250-300 gallon pump. A discussion was held on this. The estimate to replace the CAFS is approximately $48,000. A representative is coming on Thursday to review and give a price on a pump.

Carl Pitts (Dave Perry) moved to adjourn the meeting. All in favor; motion carried. The meeting adjourned at 7:40 p.m.

Minutes submitted by Sue Wood, Secretary