

**St. Paul Boulevard Fire District**  
**Minutes of the 1180<sup>th</sup> Regular Meeting of the Board of Fire Commissioners**  
**Cooper Road Firehouse, 433 Cooper Road and via Conference Call per NYS Governors'**  
**Executive Order No. 202.1 issued March 07, 2020**  
**May 18, 2020**

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***{Due to the COVID-19 Pandemic the meeting was held with limited on-site District personnel}***

The meeting was called to order at 5:00 PM by Chairman Harvey. The meeting was conducted using Microsoft Teams. An audio of the meeting was created and available on the St. Paul Blvd. web site.

**Attendance On-Site:** Chairman Harvey, Commissioner Turner, Administrator/Secretary Riley, Business Manager Igor Zubrzycki, and Lieutenant Christian.

**Attendance Off-Site:** Commissioners P. Cooke, Haas, Shafer, Treasurer Sienkiewicz, Deputy Treasurer Joe DeMart, Chief Dyrland, Deputy Chief Line, Captain Semmler.

**Excused:** None

**Pledge:** The pledge of allegiance was led by Chairman Harvey.

**Moment of Silence:** A moment of silence was held in memory of all deceased members of St. Paul Blvd. Fire District especially Past President of the St. Paul Blvd. Fire Association Jack Herrema.

The Board also recognized the public service to the community of the present and future members of the St. Paul Blvd. Fire District.

**Public Appearances:** None

**Prior minutes:**

The minutes of the revised April 27, 2020 Commission meeting were made available electronically to the Board members and Board officers prior to the meeting. A motion by Commissioner Shafer and 2<sup>nd</sup> by Commissioner Haas to approve the minutes was carried 5-0.

**Correspondence and Petitions:**

**Outgoing:** None

**Incoming:**

May 11, 2020 email from Chief Dyrland regarding the resignation of Active Firefighter Amy Stephens Heutmaker immediately due to time commitment. The personnel records have been changed to reflect this change.

May 11, 2020 notice from New York State Workers' Compensation Board regarding the Nicholas Masterton case with a proposed decision. Copies of this decision were electronically sent to all Board members.

We received the annual software upgrade and support maintenance agreement from TSG for the building key fob system.

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**Chief's Report:**

The Chiefs' Report for April was made available electronically to the Board members and Board officers prior to the meeting.

Chief Dyrland reported that the fire district responded to 124 alarms for the month of April with 56 being EMS. There were 32 stand-bys due to the COVID 19 event. Mutual aid was received 3 times and given 3. There were 5 simultaneous alarms for the month. A complete detailed run summary is included with these minutes.

St. Paul assisted the town and State Fire by laying a hose line to fill the aqua dam at the Westage at the Harbor. Commissioner / Safety Officer Haas was part of the detail that helped and can provide more details.

County Executive Bello has changed his daily 2 p.m. update call to Mon, Wed, Fri. The 4 p.m. county fire/ems call has changed from daily to Monday and Thursday if they have any updates, and today's call was cancelled due to a lack of new information.

**Deputy Chief's Report:**

Deputy Chief Line reported:

- On May 13<sup>th</sup>, Engine 152 Lt. DeWitt and Group 3 responded mutual aid to the scene of a 2<sup>nd</sup> alarm house fire in North Greece Fire District. The crew did an excellent job working the incident with the firefighters from North Greece.
- The birthday 'drive-by' requests continue to be received. Four were done last week. This is a great community support service.
- The on-line firefighter training has been working out well. He has been working with Lt. DeWitt with this program with small groups. This may very well continue in the future.

**Captain's Report:**

Captain Semmler reported on the following:

**Personnel/Human Resources:**

- Combined Volunteer/Career duty crew system continues to work well and may serve as the foundation for a new operating model for our department well past the current crisis.
- Firefighter Lamendola and Lt. Skelton have gone above and beyond the call to help a new driver master maneuvering and backing up Rescue 158.

**Administration:**

- The SAFER Grant application window has been extended to May 29<sup>th</sup>. Lt. Warth, Al, Joe, and Igor and I spent considerable time organizing data. Fire Department contributions have been waived; the grants will cover 100% of the expenses.
- COVID Parades: The planning section learned that other departments within the state have discontinued the practice of participating in these activities due to insurance concerns.

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Secretary Riley contacted our carrier and was given word that we would be covered during these parades.

- I have been working with the Fire Marshalls regarding a proposed development of 5 Patio style homes on Hudson Avenue (correspondence attached).

**Operations:**

- Phase 1 re-opening at St. Paul began last Friday, May 15<sup>th</sup>, which basically consisted of the following changes:
  1. Volunteer Duty crews will now be allowed to respond to fumes calls and residential automatic alarms.
  2. Small group hands-on training will begin within each combined career/volunteer duty crews.
  3. District Admin. Team allowed to return to the firehouse if symptom free and if they so desire.
  4. Child car seat installs can resume if limited to a one-on-one interaction with Debbie (no children or other adults to accompany the person requesting the install).
- St. Paul sent Quint 150 with 2 career and 2 volunteer firefighters to Barnard on a fill in for a working fire, the quint was requested in-lieu of the engine as Greece had used all of the available truck companies in the town.

**Equipment:**

- Seeking approval to purchase the following Personal Protective Equipment (PPE): 1) Five sets of interior firefighter turnout gear – not to exceed \$16,000. 2). Five fire helmets – not to exceed \$1,500. 3). Five bailout systems and 16 sets of web escape rope – not to exceed \$3,200. Commissioner Tuner made a motion 2<sup>nd</sup> by Commissioner Cooke to approve all three purchase requests totaling \$20,700. On the question. Commissioner Shafer asked Captain Semmler about whether the bailout equipment will be requirement going into the future. Captain Semmler said this will probably be permanently in place for the foreseeable future. Commissioner Harvey asked if the helmets and turnout gear purchases were following our replacement scheduled. Captain Semmler stated it is. the This motion carried 5-0.
- Ice rescue equipment delivery has been delayed due to COVID 19 manufacturing delays. Estimated arrival is approximately two weeks.
- We currently have adequate “COVID-19” PPE supplies. We are now looking ahead and planning to acquire additional supplies for the potential second wave in the fall/winter. We will use multiple vendors and the County to resupply.
- At this time, the vendors who test our hose and ladders report they are still on schedule and will be able to test our equipment at its regularly scheduled time later this year.

**County Fire Bureau/Mutual Aid**

- The County Juvenile Fire setter team was notified after an incident last week in the St. Paul Blvd. Fire District. A 15 y/o female set fire to a teddy bear inside the apartment, she also suffered a minor burn to the hand.

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**Report of the Attorney:**

No report.

**Report of Secretary:**

(see Report of District Administrator).

**Communications & IT:**

Commissioner Shafer reported that four bids for the new phone system are being reviewed by Lt. Warth. Possibly in June there may be a proposal for consideration by the Board.

**Apparatus, Equipment & Insurance:**

Commissioner P. Cooke report on the following items:

- E-153 returned from Cummins with a significant oil leak and will be evaluated tomorrow morning.
- Q-150 will go to Gerber for the compartment door install as soon as E-153 is sorted out. 150 also has a tank gauge issues which is being looked at.
- E-152 was checked by Floyd and has pump packing problem that will be taken care of.
- The three LDH intake valves have been refurbished.

**Personnel:**

No report.

**Executive Session:** There was no need.

**Health, Fitness & Wellness Committee Items**

Commissioner Harvey had no report.

**Report of District Administrator:**

We received an informational notice from our insurance carrier about a bill introduced in the New York State Assembly on May 11<sup>th</sup> that would credit five additional Service Awards points per month for volunteer firefighters during special emergency periods restricting their response to emergencies and/or restricting holding of activities where points could be earned during the COVID 19 event.

**Properties / Strategic Planning Committee Items:**

Commissioner Haas reported on the following items:

- Alliance Doors has completed the repair and preventive maintenance on the overhead truck rooms doors.
- TSG has submitted the annual software upgrade & support proposal for 202-2021. The cost is \$726.00. A motion was made by Commissioner Haas 2<sup>nd</sup> by Commissioner Shafer to approved this proposal. This motion carried 5-0.
- In refence to the filling of the aqua dam at the Westage at the Harbor, Commissioner Haas was part of the detail along with Lt. DeWitt and Firefighter Christian Shafer assisted.

**Reading of the Bills:**

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The abstracts, the April budget analysis, bills to be paid, pre-paid bills, income report and the transaction by class report were made available electronically to the Board members and Board officers prior to the meeting.

Treasurer Sienkiewicz presented abstract # 9 the remaining prepaid bills for April and abstract # 10 to be approved for payment (copy filed with these minutes). Total expenses for the month are \$99,397.99.

After a review of the abstracts by the Treasurer and with the Board's review a motion by Commissioner Turner and 2<sup>nd</sup> by Commissioner Shafer to approve the bills after proper auditing by the Board was carried 5-0. In favor.

Chairman Harvey has the monthly approval log that needs to be signed electronically.

**Report of Treasurer:**

Treasurer Sienkiewicz reported on the following items:

- Igor's training is progressing very well. He prepared all the financial documents for tonight's meeting.

Commissioner Cooke asked if the Pay Chex HRA amount of \$4,522.35 on the prepaid vouchers sheet was monthly occurrence. He asked for clarification. Joe DeMart explained that this is the monthly Debit Card health care amount for the union members.

**Old Business:** None

**New Business:** None

**Adjournment:**

There being no further business, the May 18, 2020 meeting was moved for adjournment by Commissioner Cooke and 2<sup>nd</sup> by Commissioner Haas at 5:40 pm. Approved 5-0.

Respectfully submitted,

Edward J. Riley  
District Administrator/Secretary