

**St. Paul Boulevard Fire District**  
**Minutes of the 1183rd Regular Meeting of the Board of Fire Commissioners**  
**Cooper Road Firehouse, 433 Cooper Road**  
**August 31, 2020**

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*{Due to the COVID-19 Pandemic Safe Distancing and Health Screening and temperature check upon enter the firehouse will be require}*

The meeting was called to order at 5:00 PM by Chairman Harvey.

**Attendance:** Chairman Harvey, Commissioners Turner, P. Cooke, Haas, Shafer, Business Manager Igor Zubrzycki, Treasurer Sienkiewicz, Deputy Treasurer Joe DeMart, Chief Dyrland, Deputy Chief Line, and Captain Semmler, Lieutenants Gartland, Christian & Skelton and Firefighters Rinck, Recino, & O'Neal.

**Excused:** Administrator/Secretary Riley

**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. 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 July 21, 2020 Board of Fire Commissioners workshop meeting were made available electronically to the Board members and Board officers prior to the meeting. A motion by Commissioner Harvey and 2<sup>nd</sup> by Commissioner Turner to approve the minutes was carried 5-0.

The minutes of the July 27, 2020 Board of Fire Commissioners meeting were made available electronically to the Board members and Board officers prior to the meeting. A motion by Commissioner Turner and 2<sup>nd</sup> by Commissioner Cooke to approve the minutes was carried 5-0.

**Executive Session:** Commissioner Turner requested executive session to discuss a personnel matter. At 5: 08 pm Chairman Harvey moved the meeting to an executive session. At 5:12 pm the Executive session was terminated.

**Correspondence and Petitions:**

**Incoming:**

None

**Outgoing:**

A congratulatory letter was sent Town of Irondequoit Fire Marshal Gregg Merrick on his announced retirement.

**Chief's Report:**

Chief Dyrland reported 159 alarms for the month of August with 62 being EMS. There were several stand-bys due to the COVID 19 event. Mutual aid was received 6 time and given 6. There were simultaneous alarms for the month.

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**Deputy Chief's Report:**

Deputy Chief Line:

A survey has been sent out by the Service Awards Program (LOSAP) Committee to evaluate the current LOSAP program and what the active members of St. Paul Fire Department would like to see in the future of the program. The survey will help assess the strengths and weaknesses of the program and will help us better understand volunteer retention and involvement.

**Captain's Report:**

Captain Semmler reported on the following items:

- Grant applications: No updates currently.
- Fire Marshal's office: Greg Merrick's retirement celebration was last Friday, and St. Paul had a good turnout. The purchase of a plaque included all five Irondequoit fire departments. It should also be noted that Bill Dyrland has been appointed to the position of Assistant Fire Marshall.
- The COVID Planning Group proposed to purchase washable face masks with St. Paul's patch silkscreened on one side.
- Firefighter Lamendola has been trying to meet with representatives from the West Irondequoit School District to discuss the options regarding in-school fire safety programs. Understandingly, their plate is quite full currently.
- Regarding our Fire Explorer Program, we are in desperate need of adult advisors. If no one from the Association steps forward, we may need to examine if the fire district wishes to continue the program.
- St. Paul seems to be dispatched to an unusually high number of recreational fire calls, most of which are the result of an on-going neighbor complaint. I have asked Lieutenant Christian to work with the 911/OEC to see if the run cards can be adjusted, and to check with other departments regarding their policies for these calls.
- On Tuesday July 28<sup>th</sup>, at 10:45 am we responded to #997 Thomas Avenue to an attic Fire. Mutual aid was provided by Ridge-Culver, Point Pleasant, and North Greece. On Tuesday, August 25<sup>th</sup>, at 08:15 am we responded to #78 Suburba Avenue for smoke in the house. Crews discovered a room and contents fire that had nearly extinguished itself due to a "vent limited" condition. Mutual aid was received from Ridge-Culver and Point Pleasant.
- This month we will be hosting an EVOC course here at St. Paul. All but one individual are St. Paul members, and social distancing will be maintained.

**Report of the Attorney:**

Commissioner Turner mentioned that Harris Beach is working on one legal matter for the Fire District. Nothing further to report.

**Report of Secretary:** (See District Administrator's Report)

**Communications & IT:**

Commissioner Shafer reported on the following:

- The new phone system is being installed and the installation process should be finishing up within the next few days.

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- Commissioner Shafer has completed the final arrangements for the Annual Inspection and appreciation dinner for the active volunteers at the Exempts club on 9/24/2020. Social distancing will be enforced.

**Apparatus, Equipment & Insurance:**

Commissioner P. Cooke report on the following items:

- Hose testing was completed. Two lengths of hose failed and need to be repaired or replaced.
- Floyd Maintenance completed necessary repairs on 150 requested by the aerial testing company.
- Turnout gear inspection will be part of the duty-group Thursday night training program. Lt. Gartland and Firefighter Recino are facilitating. The inspection will begin this Thursday and will continue through September on each drill night.
- Commission Cooke would like approval to purchase a Chief's vehicle not to exceed \$40,000. This purchase would require us to go out for bid. A possible order date of September 24th with delivery expected 1st quarter 2021. A motion by Commissioner Cooke and 2<sup>nd</sup> by Commissioner Turner to approve the purchase was carried 5-0
- Commission Cooke would also like approval for purchase of the emergency lighting and equipment for both the new chiefs' vehicle (1C15) and assistant chiefs' vehicle (1C35) not to exceed \$30,000. A motion by Commissioner Cooke and 2<sup>nd</sup> by Commissioner Turner to approve the purchase was carried 5-0

**Personnel:**

Commissioner Turner reported on the following items:

- Report from interview committee for new career firefighter hires resulted in the recommendation to appoint candidates Eric Bell and Andrew Reddy. A motion by Commissioner Turner and 2<sup>nd</sup> by Commissioner Shafer to appoint Eric Bell was carried 5-0. A motion by Commissioner Turner and 2<sup>nd</sup> by Commissioner Haas to appoint Andrew Reddy was carried 5-0. Their start date will be 09/21/2020.
- The new career recruits will begin their training program at North Greece on 09/28/2020.
- As of this date we have not had any career firefighters accept transfer opportunities from other departments. We will continue to monitor this.

**Health, Fitness & Wellness Committee Items**

Commissioner Harvey reported on the following items:

- Workouts continue to happen once a week on a weekly basis
- Physicals & fit testing to resume in September

**Report of District Administrator:**

The Town of Irondequoit was notified that the General Election is scheduled for Tuesday, November 3, 2020 from 6am-9pm at Cooper Road Fire House cannot be held due to the current pandemic situation.

Per the request of Commissioner Cooke, I have requested a meeting with Firefly to discuss further our original Service Awards program.

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**Properties / Strategic Planning Committee Items:**

Commissioner Haas reported on the following items:

- The facility improvement committee have met with SWBR Architects and an evaluation of the building was completed. The structure and foundation of the building is in good shape, but we have space constraints. In the next few coming weeks SWBR will provide two potential choices: Remodel or build from the ground up.
- American Tower lease will expire in May of 2021. With such an advance notice of time an RFP/ RFQ should be put out to obtain most dollars for the District's Tower.
- It has been requested for the District to pick up the cost of the coffee, Commissioner Shafer motioned for the district to purchase the coffee going forward, Commissioner Turner 2<sup>nd</sup>.

**Reading of the Bills:**

Treasurer Sienkiewicz presented abstract # 15 and abstract # 16 to be approved for payment (copy filed with these minutes). Total expenses for the month are \$206,173.04. Major expenses for the month included: Aerial testing T150 \$1,295, Hose testing \$2,105.65, Grandmasters SAFER grant \$2,600 and McCarthy annual SCBA contract \$2,450.

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

**Report of Treasurer:**

Treasurer Sienkiewicz reported on the following items:

- The proposal of establishing a reserve account for accrued liability.
- We are currently \$8,000 over the proposed tax cap; with some fine tuning of the budget we will be able to stay under the 2% tax cap levy. The budget currently includes the hire of four (4) new firefighters, NYS retirement contribution and all proposed budget items by the lieutenants.
- The opt-out for medical insurance cover is not listed as a budget line item is this something, we should keep track of.

**Old Business:**

- Treasurer Sienkiewicz reviewed the highlights of the Association of the Fire Districts State of New York (AFDSNY) webinar of 08/07/2020.
- Budget update: proposed 2021 budget at account level identifying significant expenses. Treasurer Sienkiewicz responded to Commissioner Shafer on personnel expense reserve funds regarding the accrued liability for upcoming retirements.
- Any Service Award program (LOSAP) change will need to be considered for the 2021 budget.

**New Business:**

- Igor is investigating NY Class investment product as a short-term investment fund as a possibility for our future reserve accounts.

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- Chairman Harvey request a workshop to review and discuss the Center for Governmental Research (CGR) town fire service study. The workshop is scheduled for Wednesday, September 23, 2020 at 5pm at the firehouse.

**Adjournment:**

There being no further business, the August 31, 2020 meeting was moved for adjournment by Commissioner Shafer and 2<sup>nd</sup> by Commissioner Cooke at 6:45 pm. Approved 5-0.

Respectfully submitted,

Igor Zubrzycki  
District Business Manager

NOT YET OFFICIAL