

**St. Paul Boulevard Fire District**  
**Minutes of the 1232nd Regular Meeting of the Board of Fire Commissioners**  
**Cooper Road Firehouse, 433 Cooper Road**  
**November 25, 2024**

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The meeting was called to order at 5:00 PM by Chairperson Cooke

**Attendance:**

Chairperson Cooke, Commissioner Skelton, Commissioner Gartland, Commissioner Shafer, Commissioner Weaver, Treasurer Zubrzycki, Deputy Treasurer Sienkiewicz, Deputy Secretary Turner, and Chief Stavalone.

**Excused:** Administrator/Secretary Riley,

**Pledge:** The pledge of allegiance was led by Commissioner Skelton.

**Public Appearances:** None

**Moment of Silence:** A moment of silence was held in memory of all past members of the St. Paul Blvd. Fire District.

**Prior Minutes:**

The minutes of October 28, 2024, Commission Meeting have been distributed previously and are in the Board members' folders. Chairperson Cooke moved to dispense with the reading of the minutes and asked if the Board members had sufficient time to review the minutes prior to tonight. All members responded affirmatively. Chairperson Cooke asked for a motion to approve the minutes. A motion was made by Commissioner Gartland and seconded by Commissioner Weaver to approve the minutes of October 28, 2024. This motion was carried 5-0.

**Correspondence and Petitions:**

**Incoming:**

A letter was from Osborn Reed & Burke law firm that represents the Utica National Insurance Group notifying St. Paul that they have received a Decision and Order from the Court denying the plaintiff's (William Van Wade) motion to reconsider the tort case filed by Van Wade.

On November 18th notarized petitions for the upcoming Fire Commissioner's Election were delivered by Mr. John Wise residing at 107 Hoover Road Rochester, NY 14617 and Mr. James C. Turner residing at 317 Scholfield Road Rochester, NY 14617. The signatures were validated, and the petitions were filed. These two names will appear on the ballot in the December 10th Election.

**Outgoing:** None

**Chief's Report:**

Chief Stavalone reported on the following items:

- St. Paul has had 1745 emergency responses to date. There were three significant calls since the last Board meeting.
  1. A mulch fire against the building at the Westage that charged the building with smoke.
  2. A Mutual Aid response to the Barnard Fire District for a house explosion.
  3. A Mutual Aid response to the Irondequoit Fire District for a large garage fire.

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- During a call to Hill Court apartments, a patient made threats against our first responders and was actively engaged in watching terrorist videos in front of the responders. All appropriate notifications were made as well as a premise warning was added to request staging until the police arrive in the future.
- One of our firefighters had their vehicle broken into last week in the back parking lot. A window was smashed, and a wallet was stolen.
- The Chief met with the West Irondequoit School District to confirm their temporary egress paths met the fire code. The egress was changed due to construction.
- We are exploring options with the fitness group to potentially move the gym to the ambulance bays and put the ambulance crews in the current exercise room.
- The Chief submitted a written report: Included was a recognition letter for Igor Zubrzycki, recognizing his above beyond actions assisting a citizen and family with a medical emergency with translating Ukrainian.
- Regarding the cancer screening process, there will be an informational presentation at the next Association meeting on December 2<sup>nd</sup>.
- The Chief thanked the Board for allowing the transport of a six-year-old District resident to her appointment at the Golisano Children's Hospital. Her family reported that it is all she continues to talk about.

The Chief would like Board approval for the following:

1. Travel for four people to the Firehouse design conference on May 19<sup>th</sup>-22<sup>nd</sup> 2025. The cost is \$435 per person plus lodging and flights. A motion was made by Commissioner Gartland and seconded by Commissioner Weaver to approve this expenditure. This motion was carried 5-0.
2. The vehicle lettering and striping on the new Squad 157. The cost does not exceed \$900. A motion was made by Commissioner Cooke and seconded by Commissioner Shafer to approve this expenditure. This motion was carried 5-0.
3. Purchase of a new set of hydraulic tools for the new Engine and a hydraulic ram for the reserve Engine not to exceed \$55,000. These monies would come out of the equipment reserve fund. NOTE: See the Resolution in these minutes to approve this expenditure. A motion was made by Commissioner Skelton and seconded by Commissioner Gartland to move this Resolution under New Business. This motion was carried 5-0.

**Report of the Attorney:** No Report.

**Report of Secretary: (see Report of District Administrator).** No Report.

**Communications & Information Technology:** No Report.

**Apparatus, Equipment & Insurance:**

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Commissioner Skelton reported on the following:

- Engine 152 is out of service (OOS) for a gasket head replacement. The truck is due back next week.

**Personnel:** Commissioner Weaver reported that final arrangements have been made with a new uniform supplier. Commissioner Weaver asked Chief Stavalone about a third level of membership (support service). Chief Stavalone will have more on this topic early next year.

**Strategic and Long-Term Planning and Research:** No Report.

**Report of District Administrator:**

- Administrator Riley asked for approval to appoint an Alternate Election Inspector for the upcoming Fire District Election. He recommends Dave Haas. A \$100 stipend would be paid for his service if he is needed. A motion by Commissioner Gartland 2nd by Commissioner Cooke to appoint this individual. Motion carried 5-0.

**Properties / Building Strategic Planning Items:**

Commissioner Gartland reported on the following items.

- The fire station fire sprinkler inspection and test passed.
- Battalion Chief DeWitt is working on a long-term fertilization plan for outside grounds.

**Reading of the Bills:**

Treasurer Zubrzycki presented abstract #21 and abstract #22 to be approved for payment (copy filed with these minutes).

The total expenses for the month were \$385,041.03. There were no notable expenses for this month to bring to the Board's attention.

The Treasurer also reviewed the income revenue for the month which totaled \$ 170,698.39 which included \$ 147,00.00 revenue from the Town of Irondequoit for air bottle filling cascade system grant reimbursement.

After a review of the abstracts by the Treasurer and with the Board's review, a motion by Commissioner Gartland and seconded by Commissioner Shafer to approve the bills after proper auditing by the Board was carried 5-0.

**Old Business**

Treasurer Zubrzycki reported on the following:

- Working on 2025 grant focused on training: (Federal Program).
- Reviewed current CD performance.
- Preliminary feedback on audit complimented the fire district purchase order program.
- Reviewed status of 457 plan distribution status.

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**New Business:**

**NOTICE OF PERMISSIVE REFERENDUM**

*NOTICE IS HEREBY GIVEN that the Board of Fire Commissioners of the St. Paul Boulevard Fire District in the Town of Irondequoit, Monroe County, New York, at a meeting held on the 25<sup>th</sup> day of November 2024, duly adopted the following Resolution, subject to a permissive referendum.*

**RESOLUTION**

**A RESOLUTION AUTHORIZING THE BOARD OF FIRE COMMISSIONERS OF THE ST. PAUL BOULEVARD FIRE DISTRICT, TOWN OF IRONDEQUOIT, MONROE COUNTY, NEW YORK, TO EXPEND MONIES FROM THE EQUIPMENT FUND FOR THE PURCHASE OF NECESSARY EMERGENCY EQUIPMENT FOR THE NEW FIRE ENGINE VEHICLE**

*BE IT RESOLVED by the Board of Fire Commissioners of the St. Paul Boulevard Fire District in the Town of Irondequoit, Monroe County, New York have determined that there is a need to purchase emergency equipment for the new Fire Engine Vehicle. This action follows the established new vehicle equipment schedule which allows for outfitting the vehicle.*

*WHEREAS the Board of Fire Commissioners of St. Paul Boulevard Fire District established an equipment fund for the purpose of providing finance for the cost of emergency vehicle equipment.*

*THEREFORE, BE IT RESOLVED, the Board of Fire Commissioners of the St. Paul Boulevard Fire District in the Town of Irondequoit, Monroe County, New York pursuant to the Local Finance Law of the State of New York authorization of \$55,000.00 from the Equipment Fund to for the purchase of a new emergency equipment.*

*By order of the Board of Fire Commissioners  
St. Paul Boulevard Fire District  
James C. Turner, Deputy Secretary  
Dated: November 25, 2024*

A motion was made by Commissioner Skelton and seconded by Commissioner Gartland to approve the above Resolution. This motion was carried 5-0.

**Executive Session:** None.

**Adjournment:**

There being no further business, the November 25, 2024, meeting was moved for adjournment by Commissioner Shafer and second by Commissioner Weaver at 5:40 pm. Motion was carried 5-0.

Respectfully submitted,  
James Turner  
Deputy Secretary