

**St. Paul Boulevard Fire District**  
**Minutes of the 1234th Regular Meeting of the Board of Fire Commissioners**  
**Cooper Road Firehouse, 433 Cooper Road**  
**January 27, 2025**

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

**Attendance:**

Chairperson Skelton, Commissioner Shafer, Commissioner Gartland, Commissioner Wise, Commissioner Weaver, Secretary/ Treasurer Zubrzycki, Chief Stavalone, Clerk Riley, and Battalion Chief DeWitt.

**Excused:** Asst. Business Manger Ben Skelton & Deputy Treasurer Sienkiewicz,

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

**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 especially long-time member Vic Carey. Chairperson Skelton asked for a page in tonight's minutes be set aside in his memory. The Board also remembered past Airport Firefighter Michael Brinkman who passed away at youthful age on Friday. Chief Stavalone asked for a page in tonight's minutes to be set aside in his memory as well.

**Prior Minutes:**

The minutes of December 30, 2024, Commission Meeting and January 06, 2025, meetings have been distributed previously and are in the Board members' folders. Chairperson Skelton 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 Skelton asked for a motion to approve the minutes. A motion was made by Commissioner Gartland and second by Commissioner Wise to approve the minutes of December 30, 2024, and January 06, 2025. This motion was carried 5-0.

**Correspondence and Petitions:**

**Clerk Report:**

- Clerk Riley reported that he delivered the notarized Oath of Office for Fire Commissioner Wise to the Town of Irondequoit Town Clerk.
- The next Monroe County Fire District Officers dinner/meeting is Thursday, February 20<sup>th</sup> at the St, Paul Exempts starting at 6pm. Please let your attendance.
- Riley ordered the new desk plaques for the new members of the staff.

**Incoming:** None

**Outgoing:** None

**Chief's Report:**

Chief Stavalone reported on the following items:

- There have been 129 emergency responses since our last meeting. The working structure fire of a house on Titus Avenue last week was a significant event. Fire was showing out of the upper windows of the second floor upon arrival. Our crew did an outstanding job of bringing it under control. There were no reported injuries.

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- The Chief reminded all that the award from the Chamber of Commerce for St. Paul will be this Friday.
- The Irondequoit Fire District may be interested in the purchase of Quint 150.
- The Chief detailed the status of our fire hose supply. That, along with the anticipated arrival of our new Engine, he is seeking approval for a significant fire hose purchase to keep us in good shape. After surveying our supply, the projected cost would be \$60,200.00. If approved there would need to be a permissive referendum. Commissioner Gartland asked about grant opportunities for this purpose. The Chief said they are looking at that. Commissioner Shafer asked about shelf life. The Chief explained that. Chairperson Skelton asked if this purchase included future fire hose needs. The Chief said yes, it did. A motion was then made by Commissioner Skelton and second by Commissioner Shafer to approve the purchase of the fire hose following the permissive referendum as requested by the Chief not to exceed \$60,200.00. This motion was carried 5-0.

Chairperson Skelton moved the following resolution for consideration:

***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 27<sup>th</sup> day of January 2025, duly adopted the following Resolution, subject to a permissive referendum.*

**RESOLUTION**

**A RESOLUTION AUTORIZING 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 RESERVE FUND FOR THE PURCHASE OF A NEW FIREFIGHTING HOSE**

***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 new fire hose. This action follows the establishment of a new firefighting equipment schedule.*

***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 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 \$60,200.00 from the Equipment Reserve Fund to for the purchase of a new firefighting hose.*

*A motion was made by Commissioner Weaver and seconded by Commissioner Shafer to approve the above Resolution subject to a permissive referendum. This motion was carried 5-0.*

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*By order of the Board of Fire Commissioners*  
*St. Paul Boulevard Fire District*  
*Edward J. Riley, District Clerk*  
*Dated: January 27, 2025*

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

**Report of Secretary:** No Report

**Communications & Information Technology:**

Commissioner Shafer reported on the following items:

- The current copier is eight years old and has recently had continuous breakdowns. This copier is leased to us by Toshiba Business Solutions. We need to upgrade the copier to a newer model of the same size and functionality. The lease includes everything but paper and staples. Our current lease is \$150 per month, increasing to \$189 per month. I would like to recommend we proceed with the replacement of a new five-year lease copier from Toshiba Business Solutions. A motion was then made by Commissioner Shafer and second by Commissioner Weaver to approve this action. This motion was carried 5-0.
- After ten years of non-stop operation the radio console PC has failed. This console controls the PA System, overhead doors, lighting, exterior outlets etc. The console is in the process of being replaced and updated. The expected cost will be around \$5,000.00. The replacement should be completed by the end of the week.

**Apparatus, Equipment & Insurance:**

Commissioner Wise reported on the following items:

- He would like approval for the purchase of a new Tahoe chief's vehicle to replace the old in accordance with our equipment replacement plan. We would then sell the current vehicle when the new one is delivered to recover some costs.

Chairperson Skelton moved the following resolution for consideration:

*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 27<sup>th</sup> day of January 2025, duly adopted the following Resolution, subject to a permissive referendum.*

**RESOLUTION**

**A RESOLUTION AUTORIZING 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 RESERVE  
FUND FOR THE PURCHASE OF A NEW CHEVY TAHOE 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*

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---

*purchase an emergency Chevy Tahoe vehicle. This action follows the established new vehicle equipment schedule.*

***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 vehicles.*

***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 \$90,000.00 from the Equipment Reserve Fund to for the purchase of a new emergency vehicle.*

*A motion was made by Commissioner Gartland and seconded by Commissioner Shafer to approve the above Resolution subject to a permissive referendum. This motion was carried 5-0.*

*By order of the Board of Fire Commissioners  
St. Paul Boulevard Fire District  
Edward J. Riley, District Clerk  
Dated: January 27, 2025*

- Commissioner Wise also would like approval to surplus the old Squad 156 Suburban and put that out for bid. We would keep the second Tahoe for now for use by the Duty Officer. A motion was made by Commissioner Gartland and seconded by Commissioner Shafer to approve surplus the 2009 Suburban (Squad 156) and put that vehicle out for public bid. The motion was carried 5-0.

**Personnel:**

Commissioner Skelton would like to hold an Executive Session at the end of this meeting on a personnel matter.

**Strategic and Long-Term Planning and Research:**

Commissioner Skelton reported on the following items:

**Building & Grounds:**

Commissioner Weaver reported on the following items.

- Try Green will be contracted to do our lawn care this season.
- R.W. Lindsay repaired the air compressor problems.

**Building Master Plan and Long-Term Planning:**

Commissioner Gartland reported on the following items.

- He has contacted three known building firms familiar with fire station building projects. The three firms are : Passrole Associates, Mitchell Associates and Beardsley Associates. Regarding the initial plan I would like to hold a zoom meeting at some point to review our thoughts and ideas on the future of our existing fire station building.

**St. Paul Boulevard Fire District**  
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**Reading of the Bills:**

Treasurer Zubrzycki presented abstract #1 and abstract #2 to be approved for payment (copy filed with these minutes).

The total expenses for the month were \$340,496.94. Notable expenses for this month to bring to the Board's attention were \$53,713.00 to Jerrome Fire Equipment for the new equipment for the new engine, \$5,626.40 for our Chase credit card, \$4,029.33 to R.W. Lindsay for the air compressor repair, and \$4,293.20 to Brite computer services.

The Treasurer also reviewed the income revenue for the month which totaled \$17,442.64 which included \$8,615.90 revenue from our CDs and \$7,542.64 interest from NY Class and \$1,058.01 on our cell tower rental.

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

**Old Business**

Treasurer Zubrzycki reported on the following:

- The IAFF wellness program has had some minor issues which have been resolved.
- The problems with some of our members and the NYS State retirement change over to the 20-year plan have been taken care of.
- The 457 meetings with our members were held.

Commissioner Gartland reported that the billing issue with the Town from the last meeting has been resolved.

**New Business:**

Treasurer Zubrzycki reported on the following:

- The CDs. are continuing to be doing well.
- The audit with Sean Hucko Associates is nearing completion.
- There were three LOSAP member payouts this year.

Chief Stavalone spoke to the Board about the idea of finally moving to a daytime Municipal Training Officer (MTO) model which is most desirable for consistency of fire training and ease of administrative duties that are associated with this position. He would recommend to the Board to move Group Lieutenant O'Neal to a Monday through Friday schedule with some occasional night and weekend duties. Additionally, Lieutenant O'Neal would be provided with \$10,000, stiped for the MTO responsibilities. Secondly, move Firefighter Pittinaro to a Group schedule. After a few clarifications and questions Commissioner Shafer made a motion seconded by Commissioner Gartland to approve this recommendation. The motion was carried 5-0.

**St. Paul Boulevard Fire District**  
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**Executive Session:**

Chairperson Skelton then moved the meeting to an Executive Session at the request of Chief Stavalone on a personnel matter. The Executive Session started at 5:34pm. This Executive Session was terminated at 5:58pm.

**Adjournment:**

There being no further business, the January 27, 2025, meeting was moved for adjournment by Commissioner Shafer and second by Commissioner Weaver at 6:09 pm. Motion was carried 5-0.

Respectfully submitted,  
Edward J. Riley  
District Clerk



## This Page in Memory of



Vic Carey  
1932-2025

Firefighter St. Paul Boulevard Fire District

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Cooper Road Firehouse, 433 Cooper Road  
January 27, 2025

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## This Page in Memory of



Michael "Brinx" Brinkman  
1967-2025  
Firefighter Greater Rochester International  
Airport