

**St. Paul Boulevard Fire District**  
**Minutes of the 1248th Regular Meeting of the Board of Fire Commissioners**  
**Cooper Road Firehouse, 433 Cooper Road**  
**March 30, 2026**

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

**Attendance:**

Chairperson Weaver, Commissioner Shafer, Commissioner Gartland, Commissioner Wise, Secretary/Treasurer Zubrzycki, Chief Stavalone, and Asst. Business Manger Ben Skelton, Battalion Chief Warth.

**Excused:** Commissioner Skelton

**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.

**Prior Minutes:**

The minutes of February 23, 2026 commission meeting have been distributed previously and are in the Board members' folders. Chairperson Weaver 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 Weaver asked for a motion to approve the minutes. A motion was made by Commissioner Shafer and second by Commissioner Gartland to approve the minutes of February 23, 2026. This motion was carried 4-0.

**Correspondence and Petitions:**

**Incoming:** None

**Outgoing:** None

**Chief's Report:**

Chief Stavalone reported on the following items:

- 475 calls ytd. Public meetings for the upcoming building bond vote have been ongoing, with approximately 50 people in attendance at the first meeting. There are upcoming meetings with neighborhood groups, and mailers for both the initial meeting and the second meeting have been sent out. Banners have been ordered to place outside St. Paul Blvd Fire House for viewing and further notice.
- Captain MTO O'Neal and Firefighter Shafer have completed Firefighter 1 Instructor class and are now authorized to instruct the class.
- Irondequoit Ambulance with Kessler Trauma Center will be using the large meeting room briefly for Mobile Trauma Training, which will be open to volunteer members as well.
- Monroe County is updating its call classification system for more accurate response information.

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- Chief Stavalone met with West Irondequoit Central School District to obtain updated keycards for entry in emergency situations.
- Chief Stavalone has applied for a grant from the Economic Initiative Grant through the Federal Government with numerous letters of support. Further information and updates as to the status of this grant application will be received in the upcoming months, with final decisions likely to be made in the months of late summer to early fall.

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

**Report of Secretary:** No Report

**Communications & Information Technology:**

Commissioner Weaver reported on the following items:

- The television utilized for Bryx call locations and details in the firehouse has been replaced and installed due to failure of previous television.
- Adobe license has been increased to allow more users for administrative work and improved productivity.
- St. Paul Boulevard Fire District's .gov website, stpaulfireny.gov, has been published and is live for the community to stay current with updates and information.
- Battalion Chief Warth has begun a succession plan with Captain MTO O'Neal for IT related duties.

**Apparatus, Equipment & Insurance:**

Commissioner Wise reported on the following items:

- Engine 155 is currently waiting to be outfitted.

**Personnel:** No Report

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

**Building & Grounds:**

Commissioner Gartland reported on the following items:

- Battalion Chief Dewitt gathered three quotes for the Spring Cleaning of the Fire House, including the cleanup of leaves as well as the mulching of the property. The lowest bid quote was to Irondequoit Landscaping, and not to exceed \$3,240.

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

Commissioner Gartland reported on the following items:

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- Equipment should be brought over soon to begin construction of the Training Facility, and the related building materials being delivered approximately early April.

**Reading of the Bills:**

Treasurer Zubrzycki presented abstract #5 and abstract #6 to be approved for payment (copy filed with these minutes).

The total expenses for the month were \$644,053.01. Notable expenses for this month to bring to the Board's attention were \$63,670.00 to Witmer Public Safety for hose for the engines and \$37,101.30 to Utica National Insurance Group for Commercial & Umbrella coverage policy.

Treasurer Zubrzycki also reviewed the income revenue for the month which totaled \$86,048.41 which included \$61,701.74 revenue from Safety Dividend through the 497 funding plan. Also \$19,076.21 revenue from NY Class Interest Earned.

After a review of the abstracts by the Treasurer and with the Board's review, a motion by Commissioner Wise and seconded by Commissioner Shafer to approve the bills after proper auditing by the Board was carried 4-0.

**Old Business:**

- Setting up IAFF Physical assessments has been delayed due to some unexpected challenges and are currently exploring options moving forward.
- P&A Group HRA & FSA cards are running smoothly, and issues realized with Lifetime Benefits Solutions due to runout period discrepancies are being resolved.
- During transfer of Rescue ownership, DMV declared a physical title was not necessary and has since been revisited and discussed with the DMV, resulting in an issuing of a physical title.

**New Business:**

- Based on the Monroe Test, legal balancing test, and past cases, a resolution was drafted and presented to the Board to allow for assurance of the construction of the Training Facility on the St. Paul Blvd Fire Department property, as there is no other feasible location for such building, and the Training Facility is necessary to provide proper firefighting duties, such as training, storage of apparatus, and remaining in district for certain trainings to allow for faster and more thorough responses to incoming calls. A motion was requested to approve this resolution. The motion was made by Commissioner Wise and seconded by Commissioner Shafer. The motion was carried 4-0.
- Current 90-day CDs are returning 3.56%. These are being used, as 6-month and 12-month CDs are returning 3.5% currently.

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- 2025 LOSAP reporting has been completed and is being verified before issuing. This will be voted on in the April Commission Meeting.
- Workers Compensation paperwork is being completed after the return of firefighters on various leaves.
- The replacement digital sign for the front of the St. Paul Blvd Fire House has been brought for measuring purposes, and quotes are still being drawn up. There is potential for grants to be awarded to assist with the cost of the sign, and these are currently being investigated.

**Executive Session:**

There was no executive session held.

**Adjournment:**

There being no further business, the March 30, 2026, meeting was moved for adjournment by Commissioner Shafer and second by Commissioner Wise at 5:55 pm. The motion was carried 4-0.

Respectfully submitted,  
Ben Skelton  
Asst. Business Manger