

St. Paul Boulevard Fire District
Minutes of the 1241th Regular Meeting of the Board of Fire Commissioners
Cooper Road Firehouse, 433 Cooper Road
August 25, 2025

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

Attendance:

DRAFT

Chairperson Skelton, Commissioner Shafer, Commissioner Gartland, Commissioner Wise, Commissioner Weaver, Secretary/ Treasurer Zubrzycki, Chief Stavalone, Asst. Business Manger Ben Skelton, Captain McMahon and Lieutenant MTO O’Neal.

Excused: Al 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.

Prior Minutes:

The minutes of July 28, 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 Wise and second by Commissioner Weaver to approve the minutes of July 28, 2025. This motion was carried 5-0.

Correspondence and Petitions:

Incoming:

- Irondequoit Fire District sent a letter notifying us that the Mechanic’s rate will be increasing to \$140.00 per hour with an emergency call out rate of \$160.00 per hour in 2026.
- Letter from CompassionNet to SPBFD and Lieutenant Nguyen for attendance with apparatus

Outgoing: No Report

Chief’s Report:

Chief Stavalone reported on the following items:

- 1,350 calls ytd. Recently, at a working fire on Pinegrove, the crew acted quickly and managed the fire well, saving the house and keeping most of the damage to the garage.
- Invitations for the inspection have been mailed out
- A motion was requested to promote Captain Tyler McMahon to Battalion Chief. A motion was made by Commissioner Shafer and seconded by Commissioner Gartland. This motion was carried 5-0.

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- The outfitting project for apparatus 1c-15 came in \$10,000 under budget thanks to the effort of Battalion Chief McMahon.
- Proposals from Passero & Foundation Design for core sampling before breaking ground for Pole Barn. Their rates are \$19,000 for three days, or \$16,000 for two days. A motion was made by Commissioner Wise and seconded by Commissioner Weaver. This motion passed 5-0.
- UDS cancer screening spots are almost filled, indicating positive response and high importance for firefighters.
- At the County Career Firefighters meeting held last week, it was announced that Gates Fire District hopes to construct a Pole Barn to be completed by 2026 for training purposes. They requested that departments allocate funds to the order of \$6,200 for equipment costs, as this would be a shared training location. The monies would come out of our 2026 training budget to no surplus. In return, there would be a kickback issued to departments for firefighters paying a per-use fee until the \$6,200 has been realized. A motion was requested to allocate the funds of \$6,200 out of SPBFD 2026 training budget towards equipment costs. A motion was made by Commissioner Weaver and seconded by Commissioner Wise.

Report of the Attorney: No Report.

Report of Secretary: No Report

Communications & Information Technology: No Report

Apparatus, Equipment & Insurance:

Commissioner Wise reported on the following items:

- Discussion about future plans for 158 and Rescue apparatus.

Personnel: No Report

Strategic and Long-Term Planning and Research: No Report

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Building & Grounds:

Commissioner Weaver reported on the following items.

- Staining of the property fence has been completed.

Building Master Plan and Long-Term Planning:

Commissioner Gartland reported on the following items.

- Marathon Engineering site survey files have been given to Passero to aid in design process.
- A meeting with Passero will be held next Tuesday for further plans.

Reading of the Bills:

Treasurer Zubrzycki presented abstract #15 and abstract #16 to be approved for payment (copy filed with these minutes).

The total expenses for the month were \$221,872.30. Notable expenses for this month to bring to the Board's attention were \$7,997.01 to EV Warning Systems LLC for Vehicle Upfitting for Chief Chevy Tahoe and \$4,940.00 to Superior Equipment Repair for Repair and Maintenance of 153.

The Treasurer also reviewed the income revenue for the month which totaled \$16,677.07 which included \$15,536.87 from NYClass Interest Earned. Also \$1,086.85 revenue from T-Mobile Cell Tower Rental Income.

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

Old Business

- Public Notice for Aug. 29th of a 30-day Permissive Referendum for Early October Bidding for the Training Facility Project.
- The Board has been notified via email for the Budget Timeline to be discussed at the Sept. 29th meeting.
- At the Oct. 27th meeting the 2026 budget and tax decision will be voted on and adopted. The payment procedure for new fire apparatus will be decided as well.
- 3-month CDs will come due in October.

New Business:

- LOSAP agreement to be signed and approved.

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- Firefly has recommended investigating new investment allocations for LOSAP monies.
- Passero fees are \$53,000 this year for the construction of the Pole Barn, to be paid as building progresses.

Executive Session No session held.

Adjournment:

There being no further business, the August 25, 2025, meeting was moved for adjournment by Commissioner Shafer and second by Commissioner Weaver at 6:11 pm. Motion was carried 5-0.

Respectfully submitted,
Ben Skelton
Asst. Business Manger