

St. Paul Boulevard Fire District
Minutes of the 1240th Regular Meeting of the Board of Fire Commissioners
Cooper Road Firehouse, 433 Cooper Road
May 19, 2025

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

Attendance:

DRAFT

Chairperson Skelton, Commissioner Shafer, Commissioner Wise, Commissioner Weaver, Secretary/ Treasurer Zubrzycki, Chief Stavalone, Asst. Business Manager Ben Skelton, Deputy Treasurer Sienkiewicz and Battalion Chief Dewitt, and Lieutenant MTO O'Neal.

Excused: Commissioner Gartland

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

Correspondence and Petitions:

Incoming: No Report

Outgoing: No Report

Chief's Report:

Chief Stavalone reported on the following items:

- 756 calls to date.
- UBS cancer screenings are progressing in the initial setup process for early September. A new healthcare consortium will pay for Firefighters to get screened during this process.
- A proposal was presented to the Commission to move to unit-based dispatching to utilize other departments to respond to congested calls if need be. The affected department have been spoken to and are happy to implement. After further logistical discussion between the Commission and the Chief, a decision was made to move forward.
- The new 1C-15 Chief's Tahoe is operational, additionally the replaced Chief's Tahoe was sold for \$34,000.
- A group will be sent in June to look at a new fire apparatus.
- The large meeting room has been set up for budget voting for the school district.

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Report of the Attorney: No Report.

Report of Secretary: No Report

Communications & Information Technology: No Report

Apparatus, Equipment & Insurance: No Report

Personnel: No Report

Strategic and Long-Term Planning and Research: No Report

Building & Grounds:

Commissioner Weaver reported on the following items.

- Town of Irondequoit to come and fill potholes in the firehouse parking lot.
- Firehouse generators were inspected, and upon inspection gaskets were repaired for \$8,000, and additional repairs is expected to be to the order of about \$20,000 in the near future.

Building Master Plan and Long-Term Planning:

Commissioner Gartland reported on the following items.

- There are two committees in place to facilitate the planning and execution of the new building process; a Planning Committee, composed of eight individuals representing all facets of the firehouse membership, and one external representative of the community.

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The foremost goal of this committee is to oversee the overall planning of the project – ensuring we align with our long-term vision, address current operational needs, stay within budget, and maintain strong community support. The second committee is a Working Group Committee; a smaller number of individuals who will work directly with Passero Associates in executing the plan established by the Planning Committee and the Commission. This group met with Passero Associates to begin the needs analysis based on the feedback gathered from the membership questionnaire. The working group will meet with Passero Associates every few weeks throughout the conceptual design process. Lastly, to ensure the committee looks at all options for this project, the Chief has reached out to a few commercial property owners to look at property market values in the Titus-Hudson area, while Passero simultaneously is looking at the feasibility of relocations sites as well as adding a smaller manned station based on our needs analysis.

Reading of the Bills:

Treasurer Zubrzycki presented abstract #9 and abstract #10 to be approved for payment (copy filed with these minutes).

The total expenses for the month were \$258,022.04. Notable expenses for this month to bring to the Board's attention were \$16,800.00 to RBC Wealth Management for 2024 LOSAP Contribution and \$10,664.59 to Chase Bank for credit card purchases, including apparatus outfitting.

The Treasurer also reviewed the income revenue for the month which totaled \$20,745.39 which included \$1,072.66 from T-Mobile Cell Tower Rental. Also \$550.03 revenue from sale of surplus mower equipment.

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 5-0.

Old Business

- NYSLRS Gold Certification transfer is being finalized.
- Formal LOSAP Reports have been issued and distributed for review, and the yearly statement will be completed shortly.

New Business:

- 90-day CD investments continue to be utilized.

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- At next month's Meeting of the Board of Fire Commissioners the 2024 vs 2025 budget analysis will be presented for comparison on expenses from year to year as well as projected spending vs real spending.
- Treasurer Zubrzycki and Chief Stavalone presented a FSA Plan to be implemented for the Firefighters, an employee funded healthcare plan to allow for further coverage not currently met by the active HRA Plan. After discussion about logistics of the plan, a motion by Commissioner Shafer and seconded by Commissioner Weaver to put forth a FSA Plan. This motion was carried 5-0.
- Commissioner Weaver held a discussion regarding a station support classification being implemented and what that may mean for the department and the volunteers affected. This will be followed up in next month's Meeting of the Board of Fire Commissioners.

Executive Session:

Chairperson Skelton then moved the meeting to an Executive Session for a personnel matter. The Executive Session started at 5:40pm. This Executive Session was terminated at 6:07pm.

Adjournment:

There being no further business, the May 19, 2025, meeting was moved for adjournment by Commissioner Shafer and second by Commissioner Weaver at 6:07 pm. Motion was carried 5-0.

Respectfully submitted,
Ben Skelton
Asst. Business Manger