

St. Paul Boulevard Fire District
Minutes of the 1244th Regular Meeting of the Board of Fire Commissioners
Cooper Road Firehouse, 433 Cooper Road
November 24, 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, Deputy Treasurer Sienkiewicz and Battalion Chief Christian, Lieutenant MTO O'Neal and Firefighters Reddy, Metcalfe, and Rhoney.

Excused: None

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 October 27, 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 October 27, 2025. This motion was carried 5-0.

Correspondence and Petitions:

Incoming:

- The Board of Commissioners, Chief Stavalone, and Lieutenant MTO O'Neal received a letter from Firefighters Rinck, Spatola, and Schoedel thanking the forementioned individuals for the Grabs Training they attended earlier this month. They learned lots of invaluable information and received new training, which was detailed and is to be passed on to the other St. Paul Blvd Firefighters. The training focused on finding victims, moving victims, and removing victims.

Outgoing:

-

Chief's Report:

Chief Stavalone reported on the following items:

- 1,806 calls ytd. All paperwork for volunteer member cancer screenings have been submitted to their respective NY State and company departments. Three recruits of St. Paul Blvd Fire Department have graduated from Firefighter One Class. Engine 158 was

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involved in a minor accident earlier this month, which has been settled. St. Paul Blvd has finished their Fire Prevention sessions with the Irondequoit School District for the year, and have received lots of positive feedback for these sessions. St. Paul has committed to escorting Santa to the Rochester Yacht Club.

Report of the Attorney: No Report.

Report of Secretary: No Report

Communications & Information Technology: No Report

Apparatus, Equipment & Insurance:

- St. Paul Blvd Fire District met with a representative of Bulldog Fire Apparatus for a design consultation. Final rendering designs have been sent back to Bulldog.

Personnel: No Report

Strategic and Long-Term Planning and Research: No Report

Building & Grounds: No Report

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Building Master Plan and Long-Term Planning:

Commissioner Gartland's report will be recorded in the "New Business" section due to the nature of the report.

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 \$375,169.51. Notable expenses for this month to bring to the Board's attention were \$26,375.00 to Passero Architecture for architecture designing and \$12,775.78 to NYS Insurance Fund for revised audit premium.

The Treasurer also reviewed the income revenue for the month which totaled \$27,170.74 which included \$2,654.35 revenue from 2024 safety dividend. Also \$11,399.57 revenue from NY Class CD Interest 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 Weaver to approve the bills after proper auditing by the Board was carried 5-0.

Old Business

- Treasurer/Secretary Zubrzycki and Chief Stavalone met with Workfit Medical to discuss physical fitness exam procedures and differences to current physical wellness provider. A recommendation was made to send members there for a trial period. A motion was made to accept Workfit Medical LLC as St. Paul Blvd Fire District's physical fitness exam provider should the trial period be successful. The motion was made by Commissioner Shafer and seconded by Commissioner Wise. This motion was made 5-0.
- NYSLRS payment will be paid closer to the due date, declining the early payment discount. The discount would have been a lower dollar amount than the monies to be earned through interest earned during the extra time period.
- 457 Investment Plan meetings have concluded. Medical Plan enrollment meetings have concluded.
- FSA Plan enrollments will begin in December.
- Excellus Dental rates will increase 3%-5.4%, varying based on the plan.
- Commissioner Skelton is the only nominee for Chairperson for 2026 in the upcoming district elections.

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New Business:

- CD's will continue to be renewed monthly due to inversed interest rates.
- St. Paul Blvd Fire District and a representative of IAFF Trust had a Medical Enrollment meeting with a representative of P&A Group to discuss potential FSA and HRA plans due to processing issues with current provider. A motion was requested to adopt FSA and HRA plans with P&A Group. The motion was made by Commissioner Gartland and seconded by Commissioner Wise. This motion passed 5-0.
- A motion was requested for an amendment to the Board of Elections committee to fill Mr. Jim Turner's spot with Mr. Jim Rehbach. The motion was made by Commissioner Shafer and seconded by Commissioner Weaver. This motion was passed 5-0.
- Rescue 158 was involved in a minor accident which was settled to the order of \$3,864.70 through insurance.
- Discussion was held about LOSAP calculation method and it was determined that there will be a standardized calculation method to be decided on in the December Commission meeting for the year of 2026.
- Christa Construction is finalizing builders' insurance policy for upcoming construction project.
- Accountants for internal audit will be coming December 3rd.

Commissioner Gartland Reported the following items:

- The Building Committee met with Passero Architecture and Christa Construction to finalize documents for going out to bid, as well as to obtain both renovation and new build construction plans. A motion was requested to formally approve Passero Architecture as the official architecture company for St. Paul's upcoming building projects. A motion was made by Commissioner Wise and seconded by Commissioner Shafer. This motion was passed 5-0. A motion was requested to formally approve Christa Construction as the official construction manager for St. Paul's upcoming building projects. A motion was made by Commissioner Shafer and seconded by Commissioner Wise. This motion was passed 5-0.
- There will be a meeting on December 23 at 5:00pm to vote for the acceptance of a bid for the forementioned building projects. A motion was requested to approve this meeting time and date. The motion was made by Commissioner Gartland and seconded by Commissioner Wise. This motion was passed 5-0.
- Meetings between the Building Committee, Passero Architecture and Christa Construction have led to designs and needs analysis for upcoming building projects. Comparisons between the two paths forward ultimately led to the decision that a new build is the better option for the following reasons, which include but are not limited to: potential of unexpected expenses during renovation, lifecycle of building and its amenities, potential for future expansion not possible with a renovation due to the shape of the current building, and the installation of new building equipment in a new build, allowing for longer equipment life and less unexpected costs. A motion was made to proceed with a new build by Commissioner Gartland and seconded by Commissioner Shafer. This motion was passed 5-0.

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- A resolution was presented to the Board of Commissioners for a Bond Resolution authorizing general obligation serial bonds to finance construction of a new fire station, authorizing the issuance of bond anticipation notes in contemplation thereof, the expenditures for such purpose, and determining other matters in connection therewith. This resolution declares that the Board of Commissioners of the St. Paul Boulevard District has completed its environmental review and on November 24, 2025, has duly adopted a negative declaration with respect to the unlisted action and has determined that the implementation of the unlisted action as proposed will not result in any significant adverse environmental impacts. Further details and conditions of this resolution can be found in the attached form. A motion was made by Commissioner Gartland and seconded by Commissioner Shafer. This motion was passed 5-0.
- A resolution was presented to the Board of Commissioners for a Bond Resolution for a resolution providing for the holding of a Fire District referendum of the St. Paul Boulevard Fire District, New York, for the approval of a proposition on a certain bond resolution and providing for other matters in connection therewith. The Board of Fire Commissioners of the St. Paul Boulevard Fire District, Monroe County, New York, has heretofore at this meeting duly adopted a bond resolution authorizing construction of a new fire station, at a maximum estimated aggregate cost of \$22,000,000, and further authorizing the issuance of general obligation bonds to pay the cost thereof, which resolution was adopted subject to approval at a Fire District referendum in the manner prescribed by Section 179 of the Town Law. Further details and conditions of this resolution can be found in the attached form. A motion was made to sign this resolution by Commissioner Shafer and seconded by Commissioner Wise. This motion was passed 5-0.
- A Lead Agency Resolution and SEQRA Determination of Non-Significance was presented to the Board of Commissioners, that based on the aforementioned information (detailed in the attached form), documentation, testimony, and findings, and after examining the relevant issues, the Board of Fire Commissioners' own initial concerns, and all relevant issues raised and recommendations made, the Board of Fire Commissioners make a finding that the project will not have a significant adverse impact on the environment, which constitutes a negative declaration, and it is further resolved that the St. Paul Boulevard Fire District Chairperson of the Board of Fire Commissioners Peter Skelton is authorized to execute any and all documents necessary to comply with SEQRA. A motion was made to sign and approve this document by Commissioner Weaver and seconded by Commissioner Gartland. This motion was passed 5-0.
- Beginning December 1, Chairperson Skelton will present building plans for the upcoming building projects to the St. Paul Blvd Fire Association, and Chief Stavalone will present said building plans to the fire groups.
- December 18 at 6:00pm there will be a public meeting held to give a detailed presentation of the planning and process for the upcoming building projects.

Executive Session:

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Chairperson Skelton then moved the meeting to an Executive Session for a personnel matter. The Executive Session started at 5:46pm. This Executive Session was terminated at 5:56pm.

Adjournment:

There being no further business, the November 24, 2025, meeting was moved for adjournment by Commissioner Shafer and second by Commissioner Wise at 6:56pm. Motion was carried 5-0.

Respectfully submitted,
Ben Skelton
Asst. Business Manger

EXTRACT OF MINUTES OF MEETING OF THE BOARD OF FIRE COMMISSIONERS
ADOPTING BOND RESOLUTION

At a meeting of Board of Fire Commissioners of St. Paul Boulevard Fire District, Monroe County, New York, held at 433 Cooper Road, Rochester, New York, on the 24th day of November, 2025:

PRESENT: *Peter Skelton, Jason Gantland, John Wise, Tim Shafer, Wade Weaver*

ABSENT:

Shafer presented the following resolution and duly moved that it be adopted and was seconded by *Wise* *Wise*:

BOND RESOLUTION DATED NOVEMBER 24, 2025 OF THE BOARD OF FIRE COMMISSIONERS OF THE ST. PAUL BOULEVARD FIRE DISTRICT, NEW YORK, AUTHORIZING GENERAL OBLIGATION SERIAL BONDS TO FINANCE CONSTRUCTION OF A NEW FIRE STATION, AUTHORIZING THE ISSUANCE OF BOND ANTICIPATION NOTES IN CONTEMPLATION THEREOF, THE EXPENDITURES FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the Board of Commissioners of the St. Paul Boulevard Fire District, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder ("SEQRA"), has completed its environmental review and, on November 24, 2025, has duly adopted a negative declaration with respect to the unlisted action and has determined that the implementation of the unlisted action as proposed will not result in any significant adverse environmental impacts; now therefor, be it

RESOLVED BY THE BOARD FIRE COMMISSIONERS OF THE ST. PAUL BOULEVARD FIRE DISTRICT, NEW YORK (hereinafter referred to as the "Fire District"), by the favorable vote of not less than three fifths of all of the members of such Board, as follows:

Section 1. The St. Paul Boulevard Fire District shall undertake certain capital improvements consisting of construction of a new fire station building to be located at 433 Cooper Road in Irondequoit, New York, including, without limitation, demolition of the existing building at the same site, associated utility upgrades, various site and other incidental improvements, and the acquisition of certain original furnishings, equipment,

machinery or apparatus that may be required in connection therewith for such construction and Fire District use (hereinafter referred to as "purpose"), and general obligation serial bonds in an aggregate principal amount not to exceed \$22,000,000 and bond anticipation notes in anticipation thereof (and renewals thereof) of the Fire District are hereby authorized to be issued to finance the cost of such purpose.

Section 2. The aggregate maximum cost to the Fire District is estimated to be \$22,000,000 for said purpose, and said amount is hereby appropriated therefor. The plan for financing of said purpose is to provide all of such maximum cost by issuance of obligations as herein authorized.

Section 3. It is hereby determined and declared that (a) said purpose is one of the class of objects or purposes described in Subdivision 12 of Paragraph (a) of Section 11.00 of the Local Finance Law, and that, such building and any appurtenant structures each being class "A" as defined in such subdivision, the period of probable usefulness of said purpose is thirty (30) years, (b) the proposed maximum maturity of said bonds authorized by this resolution will be in excess of five years to be measured from the date of the bonds or the date of the first bond anticipation note issued in anticipation of the sale of such bonds, whichever date is earlier, (c) there are presently no outstanding bond anticipation notes issued in anticipation of the sale of said bonds, (d) the notes authorized by this resolution shall mature within one (1) year from the date of their issuance, or as otherwise permitted by law, (e) said notes are not issued in anticipation of bonds for an assessable improvement, and (f) prior to the issue of the bonds or notes herein authorized, there will be provided the appropriate amount of current funds required by Section 107.00 of the Local Finance Law, if any.

Section 4. The bonds and notes authorized by this resolution shall contain the recital of validity prescribed in Section 52.00 of the Local Finance Law and such bonds and notes shall be general obligations of the Fire District and all the taxable real property in the Fire District is subject to the levy of *ad valorem* taxes to pay the principal thereof, and interest thereon, without limitation as to rate or amount, subject to applicable statutory limitations.

Section 5. It is hereby determined and declared that the Fire District reasonably expects to reimburse the general fund, or such other fund as may be utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of the issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 6. The power to further authorize the sale, issuance and delivery of said bonds and notes and to prescribe the terms, form and contents of said bonds and notes, including, without limitation, the authority to determine whether to accept bids electronically to the extent allowed by Section 58.00 of the Local Finance Law, the consolidation with other issues, the determination to issue bonds with substantially level

or declining annual debt service, all contracts for, and determinations with respect to, credit or liquidity enhancements, if any, and to sell and deliver said bonds and notes, subject to the provisions of this resolution and the provisions of the Local Finance Law, is hereby delegated to the Fire District Treasurer, the Fire District's chief fiscal officer. The Fire District Treasurer and the Secretary or Assistant Secretary are hereby authorized to sign by manual or facsimile signature and attest any bonds and notes issued pursuant to this resolution, and are hereby authorized to affix to such bonds and notes the corporate seal of the Fire District and to attest to the same.

Section 7. The faith and credit of the St. Paul Boulevard Fire District, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds and notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall annually be levied on all taxable real property of said Fire District a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 8. After compliance with Section 9 hereof, this resolution, or a summary hereof, shall be published in full by the Secretary of the St. Paul Boulevard Fire District together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the Fire District, in the manner prescribed by law. The validity of said bonds and bond anticipation notes issued in anticipation of the sale of said serial bonds, may be contested only if such obligations are authorized for an object or purpose for which said Fire District is not authorized to expend money, or the provisions of law which should be complied with, at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 9. This resolution shall be submitted to a referendum of the qualified electors of the Fire District on December 30, 2025 pursuant to Section 38.00 of the Local Finance Law of the State of New York and shall take effect immediately upon approval at such referendum.

The motion having been duly seconded, it was adopted and the following votes were cast:

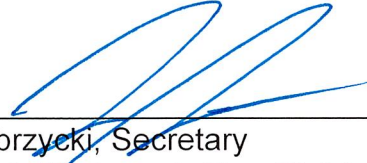
AYES

Gartland
Wise
Weare
Shaffer
Skelton

NAYS

NOTICE PURSUANT TO LOCAL FINANCE LAW SECTION 81.00

The bond resolution published herewith was adopted on November 24, 2025, and the validity of the obligations authorized by such bond resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the St. Paul Boulevard Fire District is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the Constitution. The bond resolution was subject to a referendum pursuant to Section 38.00 of the Local Finance Law. Such resolution has been approved at a referendum of the qualified electors of such Fire District on December 30, 2025.



Igor Zubrzycki, Secretary
St. Paul Boulevard Fire District, New
York

STATE OF NEW YORK }
 }
COUNTY OF MONROE } ss:

I, the undersigned Secretary of the St. Paul Boulevard Fire District, DO HEREBY CERTIFY as follows:

1. A meeting of the Board of Fire Commissioners of the St. Paul Boulevard Fire District, Monroe County, State of New York, was held on November 24, 2025, and Minutes of said meeting have been duly recorded in the Minute Book kept by me in accordance with law for the purpose of recording the minutes of meetings of said Board of Fire Commissioners.

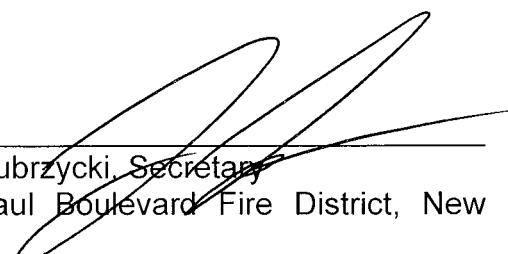
2. I have compared the attached Extract with said Minutes so recorded and said Extract is a true copy of said Minutes and of the whole thereof insofar as said Minutes relate to matters referred to in said Extract.

3. Said Minutes correctly state the time and place when said Meeting was convened and the place where such meeting was held and the members of said Board who attended said Meeting.

4. Public Notice of the time and place of said Meeting was duly posted and duly given to the public and the news media in accordance with the Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, and that all members of said Board of Fire Commissioners had due notice of said Meetings and that the Meeting was in all respects duly held and a quorum was present and acted throughout.

5. IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of the St. Paul Boulevard Fire District this 25th day of November, 2025.

{SEAL}



Igor Zubrzycki, Secretary
St. Paul Boulevard Fire District, New
York

EXTRACT OF MINUTES OF MEETING OF BOARD OF FIRE COMMISSIONERS
ADOPTING RESOLUTION CALLING FOR REFERENDUM

At a meeting of Board of Fire Commissioners of St. Paul Boulevard Fire District, Monroe County, New York, held at 433 Cooper Rd, Rochester, New York, on the 24th day of November, 2025:

PRESENT: Peter Skelton, Jason Garthand, John Wise, Tim Shuter, Wade Weaver

ABSENT:

Garthand presented the following resolution and duly moved that it be adopted and was seconded by Shuter:

RESOLUTION DATED NOVEMBER 24, 2025.

A RESOLUTION PROVIDING FOR THE HOLDING OF A FIRE DISTRICT REFERENDUM OF THE ST. PAUL BOULEVARD FIRE DISTRICT, NEW YORK, FOR THE APPROVAL OF A PROPOSITION ON A CERTAIN BOND RESOLUTION, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the Board of Fire Commissioners of the St. Paul Boulevard Fire District, Monroe County, New York, has heretofore at this meeting duly adopted a bond resolution authorizing construction of a new fire station, at a maximum estimated aggregate cost of \$22,000,000, and further authorizing the issuance of general obligation bonds (and notes in anticipation thereof) to pay the cost thereof, which resolution was adopted subject to approval at a Fire District referendum in the manner prescribed by Section 179 of the Town Law; and

WHEREAS, the Board of Commissioners of the St. Paul Boulevard Fire District, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder ("SEQRA"), has completed its environmental review and, on November 24, 2025, has duly adopted a negative declaration with respect to the unlisted action and has determined that the implementation of the unlisted action as proposed will not result in any significant adverse environmental impacts; and

WHEREAS, pursuant to Section 175 of the Town Law, the Secretary has prepared and transmitted to this Board of Fire Commissioners a form of proposition for

the approval of the bond resolution containing an abstract of such bond resolution concisely stating the purpose and effect thereof; and

WHEREAS, it is now desired to provide for the holding of a referendum for the submission of such proposition and to provide for the notice of such referendum and other matters in connection therewith; NOW, THEREFORE, BE IT

RESOLVED, by the Board of Fire Commissioners of the St. Paul Boulevard Fire District, New York, as follows:

Section 1. A referendum of the qualified electors of the St. Paul Boulevard Fire District, New York, shall be held on Tuesday, December 30, 2025 for the purpose of submitting a proposition for the approval of the bond resolution described in the preamble hereof. The place of holding such referendum shall be at the St. Paul Boulevard Fire District fire house, 433 Cooper Road, in the Town of Irondequoit, New York, and the polls for such referendum shall be kept open for the purpose of voting on such proposition between the hours of 3:00 P.M. and 9:00 P.M., Prevailing Time. The proposition to be submitted at said referendum shall be in substantially the form hereinafter set forth in the form of notice of such referendum.

Section 2. The Secretary of the Fire District is hereby authorized and directed to give notice of said referendum by publication of a notice once in a newspaper having a general circulation in the Fire District, said publication to be made at least twenty-seven (27) days prior to the date of said referendum but not more than thirty-four (34) days prior to such referendum, as well as, posting in the Town and on the municipal website of any town located within the geographic boundaries of the Fire District, or any town or fire district with which the Fire District contracts, all as required by Section 175-c of the Town Law. Such notice shall be in substantially the following form, to-wit:

LEGAL NOTICE FOR
FIRE DISTRICT
SPECIAL REFERENDUM

PLEASE TAKE NOTICE, that a special Fire District Referendum in and for the St. Paul Boulevard Fire District will take place on Tuesday, December 30, 2025, between the hours of 3:00 P.M. to 9:00 P.M. at the St. Paul Boulevard Fire District fire house, 433 Cooper Road, in the Town of Irondequoit, New York, for the purpose of submitting the following described proposition for the approval of the qualified electors of said Fire District:

PROPOSITION

Shall the bond resolution adopted by the Board of Fire Commissioners of the St. Paul Boulevard Fire District dated November 24, 2025, authorizing the expenditure of up to \$22,000,000 for the aggregate costs of construction and equipping of a new fire station building at 433 Cooper Road, Irondequoit, New York, including demolition of the existing building at the same site, associated utility upgrades, and various site and incidental improvements, the issuance of up to \$22,000,000 of general obligation bonds of the Fire District and the issuance of notes in anticipation thereof; and pledging the faith and credit of said Fire District to the payment of said bonds and notes and the interest thereon, be approved?

The Board of Commissioners of the St. Paul Boulevard Fire District, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder ("SEQRA"), has completed its environmental review and, on November 24, 2025, has duly adopted a negative declaration with respect to the unlisted action and has determined that the implementation of the unlisted action as proposed will not result in any significant adverse environmental impacts.

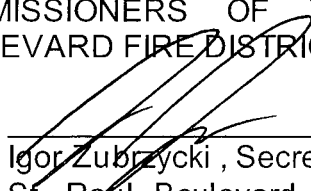
A copy of the bond resolution referred to in the aforesaid proposition is on file in the office of the Secretary of said Fire District, where the same may be examined by any interested persons during regular business hours.

Those who are qualified to vote on the aforesaid proposition are qualified voters who shall have resided in said Fire District for thirty days next preceding such election.

Dated: November 24, 2025
Rochester, New York

BY ORDER OF THE BOARD OF FIRE
COMMISSIONERS OF THE ST. PAUL
BOULEVARD FIRE DISTRICT, NEW YORK

By:



Igor Zubrzycki, Secretary
St. Paul Boulevard Fire District, New
York

Section 3. This resolution shall take effect immediately.

Adopted by the following roll call:

AYES

NAYS

Gardland

Wise

Weaver

Shuter

Shelton

STATE OF NEW YORK }
 }
COUNTY OF MONROE } ss:

I, the undersigned Secretary of the St. Paul Boulevard Fire District, DO HEREBY CERTIFY as follows:

1. A meeting of the Board of Fire Commissioners of the St. Paul Boulevard Fire District, Monroe County, State of New York, was held on November 24, 2025, and Minutes of said meeting have been duly recorded in the Minute Book kept by me in accordance with law for the purpose of recording the minutes of meetings of said Board of Fire Commissioners.

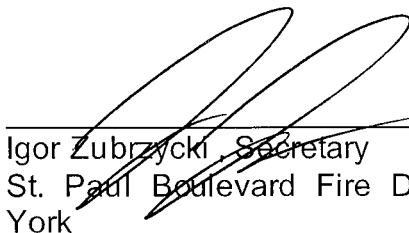
2. I have compared the attached Extract with said Minutes so recorded and said Extract is a true copy of said Minutes and of the whole thereof insofar as said Minutes relate to matters referred to in said Extract.

3. Said Minutes correctly state the time and place when said Meeting was convened and the place where such meeting was held and the members of said Board who attended said Meeting.

4. Public Notice of the time and place of said Meeting was duly posted and duly given to the public and the news media in accordance with the Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, and that all members of said Board of Fire Commissioners had due notice of said Meetings and that the Meeting was in all respects duly held and a quorum was present and acted throughout.

5. IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of the St. Paul Boulevard Fire District this 25th day of November, 2025.

{SEAL}


Igor Zubrzycki, Secretary
St. Paul Boulevard Fire District, New York

**LEAD AGENCY RESOLUTION and
SEQRA DETERMINATION OF
NON-SIGNIFICANCE**

WHEREAS The Board of Fire Commissioners of the St. Paul Boulevard Fire District (“The Board”) desires to undertake a project consisting of the construction of construction a 5,500 sq. ft. 3-bay storage building and expansion of the adjacent parking area to provide truck access to the proposed storage building, and the demolition and reconstruction of the existing Fire District Facility new state of the art 22,500 sq. ft., 6-bay facility on land owned by the St. Paul Fire Department, located at 433 Cooper Road, aka St. Paul Boulevard Fire District, Town of Irondequoit, County of Monroe, NY 14617, in the R-1 Residential District.

WHEREAS, in accordance with the State Environmental Quality Review Act (“SEQRA”), Article 8, NYS Environmental Conservation Law, and the implementing regulations set forth in Title 6 NYCRR Part 617, that

1. The Board has caused to have prepared a Short Environmental Assessment Form (Short EAF) Part 1, which provides Project information, including a description of the location and Proposed Action.
2. The Board has been established as Lead Agency pursuant to SEQRA.
3. The Board determined that the Proposed Action is classified as an Unlisted action, for which an uncoordinated environmental review will be conducted.
4. The Board has duly considered the Proposed Action, the Short EAF, the criteria for determining significance set forth in 6 NYCRR 617.7(c), the attached Short EAF Parts 2 and 3 representing the Negative Declaration, and such other environmental information that they prepared and undertook in an Environmental Analysis.
5. The Board of Fire Commissioners has met the procedural and substantive requirements of SEQRA, including taking a “hard look” at the Proposed Action and the relevant environmental impacts, facts, and conclusions disclosed in the Environmental Analysis.
6. The Board of Fire Commissioners carefully has considered each and every criterion for determining the potential significance of the Proposed Action upon the environment, as set forth in Short EAF Parts 1, 2 and 3, and has made a careful, independent review of the Project and the Board of Fire Commissioners’ determination is rational and supported by substantial evidence, as set forth herein. The Board of Fire Commissioners concurs with the information and conclusions contained in the Environmental Analysis.
7. To the maximum extent practicable, potential adverse environmental effects revealed in the environmental review process, if any, will be minimized or avoided by the incorporation of mitigation measures, if required that were identified as practicable.

NOW, THEREFORE, be it RESOLVED that, pursuant to SEQRA, based on the aforementioned information, documentation, testimony, and findings, and after examining the relevant issues, the Board of Fire Commissioners’ own initial concerns, and all relevant issues raised and recommendations made, the Board of Fire Commissioners make a finding that the project will not have a significant adverse impact on the environment, which constitutes a negative declaration, and it is further

RESOLVED that the St. Paul Boulevard Fire District Chairman of the Board of Fire Commissioners Peter Skelton is authorized to execute any and all documents necessary to comply with SEQRA.

A motion made by Weaver, seconded by Gartland the resolution was voted upon approved as follows;

St. Paul Boulevard Fire District Board of Fire Commissioners

Peter Skelton, Chairman	Voting <u>Yes</u> / No / Abstain
James Shafer, Commissioner	Voting <u>Yes</u> / No / Abstain
Wade Weaver, Commissioner	Voting <u>Yes</u> / No / Abstain
Jason Gartland, Commissioner	Voting <u>Yes</u> / No / Abstain
John Wise, Commissioner	Voting <u>Yes</u> / No / Abstain

November 24, 2025

Igor Zubrzycki, Secretary
Board of Fire Commissioners
St. Paul Boulevard Fire District
433 Cooper Road
Rochester, New York 14617

Short Environmental Assessment Form

Part 1 - Project Information

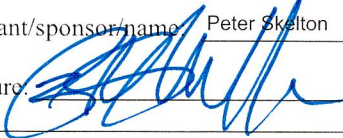
Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

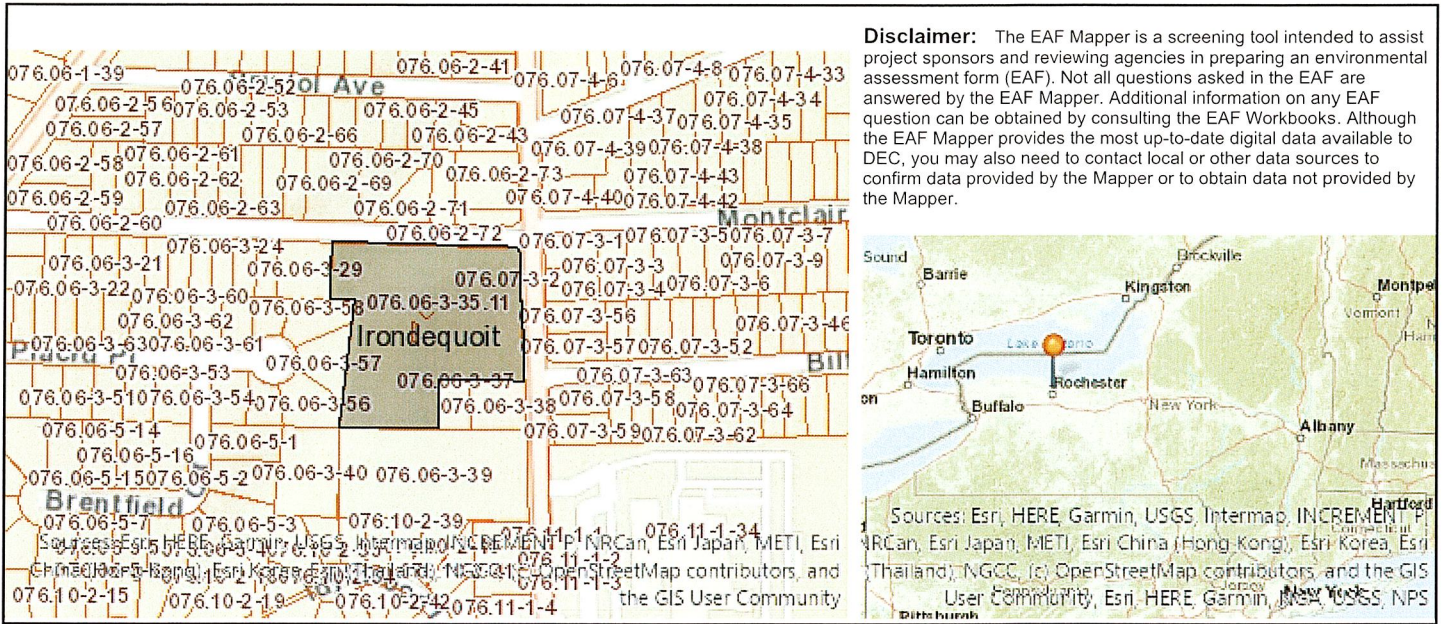
Part 1 – Project and Sponsor Information			
Name of Action or Project: St. Paul Boulevard Fire District Redevelopment Project			
Project Location (describe, and attach a location map): 433 Cooper Road, Rochester, NY, County of Monroe, 14617 (Tax ID 76.06-3-35.11) southwest corner of Winona Blvd. (See existing Location Map)			
Brief Description of Proposed Action: The proposed action includes the construction a 5,500 sq. ft. 3-bay storage building along the southern property line, and expansion of the adjacent parking area to provide truck access to the proposed storage building. This building will be uses temporarily as the Fire District Facility while the main 16,900 sq. ft., 7-bay fire house is demolished and replaced with a new state of the art 22,500 sq. ft., 6-bay facility featuring meeting and training rooms, administration offices, kitchen, day room, bunk rooms, apparatus bays, equipment & gear storage, fitness room, and support areas. The project will maintain two existing curb cuts on Cooper Road and two on Winona Blvd. The existing cell tower and generator will remain. The project includes a bond resolution under the jurisdiction of the St. Paul Boulevard Fire District to secure project funding, subject to a mandatory voter referendum.			
Name of Applicant or Sponsor: St. Paul Fire District Board of Commissioners		Telephone: 585-266-4645 E-Mail:	
Address: 433 Cooper Road			
City/PO: Rochester		State: NY	Zip Code: 14617
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO ☒	YES ☐
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: Building permit		NO ☐	YES ☒
3. a. Total acreage of the site of the proposed action? _____ 3.44 acres b. Total acreage to be physically disturbed? _____ 2.58 acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 3.44 acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. ☐ Urban ☐ Rural (non-agriculture) ☐ Industrial ☒ Commercial ☒ Residential (suburban) ☐ Forest ☐ Agriculture ☐ Aquatic ☒ Other(Specify): School ☐ Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	☐	☒	☐
b. Consistent with the adopted comprehensive plan?	☐	☒	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	☐	☒	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	☒	☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	☒	☐	
b. Are public transportation services available at or near the site of the proposed action?	☐	☒	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☐	☒	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	☐	☒	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	☐	☒	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	☐	☒	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	☒	☐	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☒	☐	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	☒	☐	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☒	☐	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional ☐ Wetland ☐ Urban ☒ Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	☒	☐
16. Is the project site located in the 100-year flood plan?	NO	YES
	☒	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
a. Will storm water discharges flow to adjacent properties?	☒	☐
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	☐	☒
_____ Public sewer		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
_____ _____	☒	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
_____ _____	☒	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
_____ _____	☒	☐
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: <u>Peter Skelton</u> Date: <u>11/24/25</u> Signature:  Title: <u>Chair, St. Paul Blvd. Board of Commissioners</u>		

EAF Mapper Summary Report

Monday, November 24, 2025 2:18 PM



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	No



Legend

 Project Area

St. Paul Blvd Fire District Redevelopment Project Location Map

Maps created by: Passero Associates GIS
CRS: NAD83 State Plane New York West
Municipality: City of Rochester
Source: Monroe County GIS

PASSERO
architecture engineering

Service Credits:

Sources: Esri, TomTom, Garmin, FAO, NOAA,
USGS, (c) OpenStreetMap contributors, and
the GIS User Community, New York State,
Vantor

Date: 11/24/2025

Project: SPFD - 433 Cooper Road

Date:

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	☒	☐
2. Will the proposed action result in a change in the use or intensity of use of land?	☒	☐
3. Will the proposed action impair the character or quality of the existing community?	☒	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	☒	☐
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	☒	☐
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	☒	☐
7. Will the proposed action impact existing:	☒	☐
a. public / private water supplies?	☒	☐
b. public / private wastewater treatment utilities?	☒	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	☒	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☒	☐
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	☒	☐
11. Will the proposed action create a hazard to environmental resources or human health?	☒	☐

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

The proposed action involves constructing a modern facility for the St. Paul Boulevard Fire District. As the community grows and firefighting demands become more complex, the existing firehouse can no longer meet today's safety standards, equipment needs, or operational requirements. Replacing the aging facility is essential to ensure faster response times, improve firefighter safety, and support the advanced equipment and capabilities needed to protect the community effectively.

Given that this public facility is a permitted use and an invaluable resource to the community, it is unlikely the project will have a significant adverse effect on community character.

There are no impacts on wetlands or critical environmental areas, and there are no threatened, rare, or endangered plants or animals on the site.

Traffic patterns will remain the same, and changes to the surrounding street network are not required.

There are adequate utilities to serve the proposed fire house.

There are no archaeologically sensitive, historic or cultural resources on or contiguous to the project site.

The project site is not located in the 100-year flood plain, and drainage will be managed on the project site. The proposed project will generate on-site sheet flow that will collect in on-site catch basins or storm water management areas that will be conveyed to a public storm system.

The project site and adjoining properties do not have a history of use for solid waste management, nor are they the subject of contamination or remediation.

- ☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- ☒ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

St. Paul Blvd. Fire District Board of Fire Commissioners

11/24/25

Name of Lead Agency

Date

Peter Skelton

Chairman of the Board of Fire Commissioners

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Zina Lagonegro, EIT, AICP, Passero Associates

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)