

The regular monthly meeting of the Board of Fire Commissioners of the Belgium Cold Springs Fire District was called to order at 7:00 P.M. on July 21, 2025 by Chairperson C. LaPrease.

Pledge to the Flag

Present: K. Thompson, M. Chura, M. Malone, C. LaPrease, M. Harrison, W. Dwyer, A. Speech, T. Gleeson, J. Melchior, J. Melchior, C. Curtis, B. Raymond-LaPrease, M. Evans, L. Malone, B. Green, Pac B

M. Harrison made the motion to approve the June 16, 2025 meeting minutes and M. Chura seconded the motion. Carried.

<u>Treasurer's Report:</u>	Checking	189,059.28
	Savings	458,042.19
	NY Class General Fund Acct.	893,190.64
	Firehouse Payroll	125,631.79
	Capital Imp. Reserve	172,894.75
	NY Class Capital Imp.	857,114.94
	Apparatus Reserve	58,653.50
	NY Class Fire Apparatus	1,178,482.47
	Cont. Tax. Stab. Res.	3,665.03
	NY Class Contin. & Tax	43,429.51
	Equipment Reserve	64,453.35
	NY Class Equipment	346,220.48
	NY Class Retirement Fund	55,879.59
	Vouchers	91,254.50
	CODES Checking	2,157.95
	CODES Savings	7,162.99
	NY Class CODES bequest	82,880.76
	Vouchers	97.55

W. Dwyer reviewed the treasurer's report. Reviewed the CODES report. The final payment for Ladder 1 will be made on Wednesday. The company that manages the service awards funds has changed and the required paperwork has been submitted. M. Chura made the motion to accept the 2024 audit and K. Thompson seconded the motion. Carried. M. Harrison made the motion to pay the service awards out of the general fund until the funds are received, and M. Malone seconded the motion. Carried. M. Harrison made the motion to approve the treasurer's report and K. Thompson seconded the motion. Carried. K. Thompson made the motion to approve the vouchers as audited, and M. Harrison seconded the motion. Carried. M. Harrison will be the commissioner to review bank statements this month. K. Thompson will review the NY Class accounts.

Correspondence:

- Letter from Stoke, Visca, Hucko, & Barone – audit is complete.

- Letter from A. Speach – disclosure regarding requests for proposals
- Fire District Affairs - received and distributed via email.

Chief's Report:

T. Gleeson reported:

Personnel: Working with Committee to complete and submit proper documentation to Civil Service to have CRR specialist added, confirm roster and increase in number of positions. Potential canvass of Firefighter/EMT List for NYS 229 or equivalent candidates in addition to lateral hires. Discussion. PT not FT. This would add to our pool of eligible candidates. No objection.

Purchase Requests & Notifications:

Chief Gleeson reviewed Surplus Requests. Discussion and the following motions were made.

- Surplus & Dispose:
 - M. Chura made the motion to surplus and dispose (4) Wildland Backpack Pumps – All non-functioning and non-serviceable and M. Harrison seconded. Carried
 - M. Chura made the motion to surplus and dispose of (23) Nozzles - None are suitable for use, many not properly functioning, not serviceable and M. Harrison seconded the motion. Carried.
 - Multiple Rubber Boots – Many Out of Date, what is the pleasure of the Commissioners for disposition of all sets greater than 15 years old? Discussion. Offer to the membership to take. M. Harrison made the motion to surplus and dispose of boots greater than 10 years old and M. Chura seconded the motion. Carried.
- Surplus and Auction:
 - Nothing currently
- Purchase:
 - Firefighting Hood Plan – explained. It is a shared hood model instead of two hoods. A small bag with clean hood on each apparatus and in dispatch. All in agreement. Chief Gleeson will email the information out to everyone.
 - Non-Structural Coat Plan – explained and discussion. Instead of custom gear they are offering alpha sizing – s. m. l, xl. The advantage is that the turnaround is faster than custom gear. We are doing a wear trial currently. The plan would be the coats first and add pants after. It can be used for auto extrication, technical rescue and wildland. It does have a liner. There would be qualifications for career and volunteers to get into new gear. For volunteers it would be based on training and for career it would be based on hours worked. This is more for deployment next year but want to start to get some in this year if the budget allows. We have money budgeted for gear and use up the permissive referendum. 10 to start and add more if we have money left. K. Thompson made the motion to move forward with the non-structural gear and M. Chura seconded the motion. Carried.

Communications:

- Town of Lysander Chiefs have tentative agreement on portions of a new Response Order Guide. The guide specifies actions to be taken based on arrival order. Next meeting is July 22nd. Explanation – working on standard response during structure fires within the town. Discussion/questions. It will be shared with mutual aid partners not in the town of Lysander and we will train on it as well.

Projects:

- Hose Standardization is complete with the exception of E21 as it did not have the room, that will be corrected when the new rescue pumper is delivered.
- Hose Test Complete, (1) 100' section of new 4" supply failed and is being returned. We have a lot of hose back there. Some has aged and some failed. Waiting to see if the sale of L1 is approved. Sending 400ft to be cut down to curb jumpers.
- FY 2026 Budget preparation and justification. Discussion.
- MDT Research – several are windows 10 and non-upgradable in October. Trial of a different model. All but 2 need to be replaced. Chief Natoli met with the 911 center representative, and they came in to update all the MDTs.

Policy: New policies were sent out last week.

- Personnel Levels
- Respiratory Protection Plan
- Risk Management Plan

Discussion. K. Thompson recommends a special meeting to dive into and review them. Chief Gleeson explained that these policies are foundational to moving forward. Lengthy discussion. We need the policies to build the qualifications and requirements then implement them and give time to show that they are working. Special Meeting to review the policies is set for Monday, August 4th at 6pm at Station #1

Natoli: T. Gleeson reported for D. Natoli:

- 911 center came in and updated all the MDTs
- All the gas meters were bump tested and two were taken out of service. Special thanks to North West fire district for allowing us to use their test bench.

Melchior:

Training Update

- B. Falise came in and completed quarterly EMS training.
- Hose testing and loading hose – great opportunity
- During drill we are in gear more often and on air frequently
- Additional mandatory training to be added - lock out/tag out – need to go through the kits and training will be scheduled.

Committee Reports

Long Term Planning: Chair M. Malone reported that there was a meeting on June 29th. The station design conference was discussed. We will be reviewing the SWOT analysis. There is ongoing discussion of building a station and where and what that would involve. The next meeting is July 27th.

New Truck Committee: Chair M. Harrison reported that the final inspection went well, there are a few things to be fixed. Delivery will be in approximately 3-4 weeks. There has been some interest in R2. Discussion on listing with more vendors. M. Harrison will list with additional vendors, if anyone has information for other vendors to share it with, please let him know.

Lysander Public Safety: Chair C. LaPrease reported:

- Meeting on Tuesday, July 15th at BCSFD – adopted a social media policy sent to the coalition Chiefs for signatures.
- No meeting in August
- Next meeting September 16th at Phoenix FD. Station #1.

Budget & Finance: Chair K. Thompson reported that the committee is working on the 2026 Preliminary Budget. She would like to add the budget to the discussion at the August 4th special meeting.

IT Committee: Chair C. LaPrease reported that the chief will be researching to update MDTs.

Personnel: Chair K. Thompson reported:

- The committee has 15-16 new applications for the 5 openings and will review all the applications on file. We also have the opportunity to canvass.
- M. Chura asked if the SAFER grant was applied for. It was not.
- K. Thompson reported that one of the PT FF/EMTs resigned so we now have 6 spots to fill.

Truck Maintenance: Chair M. Harrison reported that M2 had an oil change and inspection. Discussion regarding the QR codes for reporting vehicle, building and IT issues.

Building Maintenance:

- Chair M. Harrison reported that he has another quote for paving at Station #1. Discussion. Per the procurement policy the project needs to go to a public bid.
- K. Thompson made the motion to fund the project from the capital reserve fund and made the following resolution and M. Harrison seconded the motion. Carried

Notice to all residents of the Belgium Cold Springs Fire District that the Board of Fire Commissioners of said Fire District, pursuant to the following resolution, which is SUBJECT TO PERMISSIVE REFERENDUM, intend to expend funds on hand in the Reserve Fund for Capital Improvement for paving and drainage at Station #1 7920 River Road.

Whereas, at a regular meeting of said Board of Fire Commissioners on July 21, 2025 it was resolved to use said funds as follows:

RESOLVED, THAT THE FIRE DISTRICT EXPEND FUNDS ALREADY ON HAND IN THE RESERVE FUND FOR CAPITAL IMPROVEMENT FOR UP TO \$85,000 TO BE USED FOR PAVING AND DRAINAGE AT STATION #1 AT 7920 RIVER ROAD, TOWN OF LYSANDER, PLUS INTEREST ACCRUED ON THAT AMOUNT, INCLUDING LEGAL AND ADVERTISING COSTS.

BY ORDER OF THE BOARD OF
FIRE COMMISSIONERS OF THE
BELGIUM COLD SPRINGS FIRE DISTRICT

Amy Speach
Fire District Secretary

- M. Malone reported that the washer/dryer is at a standstill.
- C. LaPrease reported that we received one proposal for lawn care and snow removal. Discussion. C. LaPrease made the motion to award the lawn care to Yardsmith for the remainder of the year and K. Thompson seconded the motion. Carried.

Fire Prevention: Chair M. Harrison reported that Radisson Rec program is tomorrow. C. LaPrease reported that Little Luke's daycare went well. M. Malone reported that the Little Kids, Big Trucks recruitment event went well.

Old Business:

- Training stipends. K. Thompson reported that there were no additional changes from last month. Discussion. K. Thompson made the motion to approve the training stipend policy and M. Malone seconded the motion. Carried.

New Business:

- A. Speach reported on the benefits of the Tompkins County Health Insurance consortium. K. Thompson made the motion to authorize the completion of the application to participate in the Tompkins County Health Insurance Consortium by the following resolution and M. Harrison seconded the motion. Carried.

**RESOLUTION TO SUBMIT AN APPLICATION TO JOIN THE
GREATER TOMPKINS COUNTY MUNICIPAL HEALTH
INSURANCE CONSORTIUM**

WHEREAS, the Belgium Cold Springs Fire district has performed due diligence for the responsibility it accepts with membership in the Greater Tompkins County Municipal Health Insurance Consortium (GTCMHIC), now therefore be it

RESOLVED, that the Board of Fire Commissioners for the Belgium Cold Springs Fire District hereby directs its officers and appointees to take the following Consortium membership applicant steps:

1. Submit as soon as practicable, but no later than August 1st, a board resolution authorizing application for membership along with the GTCMHIC "New Group Member Application" completed which states the GTCMHIC Health Benefit Insurance Plan or Plans the Municipal Corporation's eligible employees and retirees will be participating in upon the effective date of participation in the GTCMHIC.
2. As soon as practicable, but no later than August 1st, submit the Municipal Corporations' two most recent years of State Comptroller AFR (formerly AUD) reports.
3. As soon as practicable, but no later than August 1st, submit the Municipal Corporation's most recent monthly premium billing statements from all health insurance carriers providing benefits to all active employees and retirees.

Said premium billing statements should include the name of the Municipal Corporation and the month for which the billing is related. In addition, said premium bills must include the number of contracts (employee, employee + spouse, employee + child (children), and family) and the monthly premium rate for each plan of benefit.

Further RESOLVED, if the Consortium Board accepts this New Group Member municipal health insurance consortium application, the Belgium Cold Springs Fire District will comply with the following action steps:

4. By October 1st, notify the GTCMHIC of the name and contact information for the person within your organization for benefit administration; and who will attend a new member orientation.
5. Sign the Municipal Cooperative Agreement of the GTCMHIC upon notification that the GTCMHIC Board of Directors has approved the Municipal Corporation's application to become a Participant in the GTCMHIC by October 15th.
6. Confirm by October 15th, the names of all employees, retirees, and dependents to be covered in which Consortium's Health Insurance Plans. (Note: a list of those enrolled will be sent to the Municipal Corporation by the Medical Claims Administrator by no later than November 15th for verification purposes).

BE IT FURTHER RESOLVED THIS RESOLUTION shall be effective as of the date of its adoption.

The adoption of the foregoing resolution was duly put to a vote and the vote was as follows:

Chairperson Charles LaPrease) AYE
Commissioner Catherine Thompson) AYE
Commissioner Michael Malone) AYE
Commissioner Michael Chura) AYE
Commissioner Mark Harrison) AYE

The resolution was thereupon duly declared to have been adopted.

- W. Dwyer reported on the QuickBooks update. M. Malone made the motion to increase to \$5000 to cover the work that has been completed and an additional \$1000 for additional training and work and M. Chura seconded the motion. Carried.
- A. Speech reported that the Special Election to vote on the proposition to sell Ladder 1 will be on August 5th from 6-9PM at Station #1.

Public comments:

- M. Evans asked if the fire department can legally clean out around a fire hydrant if a homeowner's landscaping is covering it. Discussion. Chief Gleeson asked that he provide him with the information, and he will contact them and work with town codes as necessary.
- M. Chura reported on statistics for May and June. He asked M. Malone what the status is of our junior firefighters. M. Malone reported that we have one youth member.

Executive session: K. Thompson made the motion to go into executive session for the resume and employment history of an individual that may lead to their continued employment with the district and C. LaPrease seconded the motion. Carried. 8:56 PM T. Gleeson was asked to join the commissioners in the Executive session.

- Returned to open session at 10:31 PM

Meeting dates:

Special Election – August 5th 6-9pm at Station #1

Commissioner's meeting –Monday August 18th at 7pm

(All meetings at station #1 until further notice or unless specified)

M. Chura made the motion to adjourn at 10:32 PM and M. Harrison seconded the motion. Carried.

Respectfully submitted,
Amy Speech, District Secretary