

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 November 17, 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, N. Carroll, C. Curtis, M. Evans, B. Raymond-LaPrease, L. Evans, A. Tearney, Janelle Melchior, D. Rafkis (until executive session), Pac B, Brody Smith (7:30pm-9pm)

M. Harrison made the motion to approve the October 20th Budget Hearing Minutes and meeting minutes, the November 6th and November 12th Special Meeting Minutes and M, Malone seconded the motion. M. Chura asked to clarify TOAC and T. Gleeson explained that the skills are demonstrated and will be defined further in the training program. Carried.

<u>Treasurer's Report:</u>	Checking	155,947.45
	Savings	178,058.81
	NY Class General Fund Acct.	764,208.08
	Firehouse Payroll	62,327.93
	Capital Imp. Reserve	89,220.53
	NY Class Capital Imp.	868,927.21
	Apparatus Reserve	59,131.56
	NY Class Fire Apparatus	123,486.67
	Cont. Tax. Stab. Res.	3,694.90
	NY Class Contin. & Tax	44,028.06
	Equipment Reserve	65,112.34
	NY Class Equipment	341,066.51
	NY Class Retirement Fund	56,649.64
	Vouchers	268,112.79
	CODES Checking	1,485.99
	CODES Savings	7,207.63
	NY Class CODES bequest	84,022.96
	Vouchers	500.00

W. Dwyer reviewed the treasurer's report. Reviewed the CODES report. Referendums 3, 1, 4 and 2 are closed. We received notice from NY State retirement that they had us withhold too much and we had to reimburse employees; NYS Retirement will then reimburse the district. We received the proposals for the audit as we are required to do every five years. Stokes, Visco and Barone with the low bid. They are our current auditor and we have been satisfied with the service. K. Thompson made the motion to hire Stokes, Visco and Barone as the district's auditor and M. Chura seconded the motion. Carried. M. Malone made the motion to approve the treasurer's report and M. Harrison seconded the motion. Carried. K. Thompson made the motion to approve the vouchers as audited, and M. Chura seconded the motion. Carried. C. LaPrease will be the commissioner to review bank statements this month. K. Thompson will review the NY Class accounts.

Correspondence:

- Letter from Matthew Speech to be placed on the ballot for the fire district elections.
- Letter from Barbara Raymond-LaPrease to be placed on the ballot for the fire district elections.
- Fire District Affairs was received

Chief's Report:

T. Gleeson reported:

Personnel: No Report

Purchase Requests & Notifications:

Surplus Requests:

Surplus & Dispose or donate:

- 2 FLIR Eagle Imager – Dispose, non-functioning
- 3 MSA Evolution 6000 – Dispose, non-functioning
- 1 SEEK Fire Pro, Dispose, non-functioning (small)
 - K. Thompson made the motion to dispose of cameras, the batteries will be pulled and the cameras will be recycled if possible and M. Malone seconded the motion. Carried.
- All Remaining XTS 1500 portable radios and accessories. These radios were removed from service in 2022. The APX 4000 is what is coming end of life but they are still in service. We have budgeted to begin to purchase a few at a time to be ready when the APX 4000 are no longer serviceable. M. Malone made the motion to donate the remaining XTS 1500 and K. Thompson seconded the motion. M. Chura had a question about them being used for interior operations. Discussion. They will sign something releasing us from liability. They have been tested, and they will have to be programmed so they will be checked again. It's a short term solution for them, they are functioning and were tested. Carried.

Surplus and Auction:

- Nothing currently

Purchase:

- Image Trend Slate Scheduling program. T. Gleeson reported that we have been looking at various scheduling programs. This program is in line with our needs and cost is \$3062 for 12 months. K. Thompson made the motion to approve Image Trend Slate and M. Harrison seconded the motion. Discussion regarding progress with Image Trend. Neris is progressing, we are building reports and inventory. Carried.
- An IT meeting was held and we discussed NFPA link, Fox it and Chat GPT business subscription. T. Gleeson explained the subscriptions and how they will be used. M. Malone made the motion to approve NFPA Link, FoxIt, Chat GPT for 5 users and M. Harrison seconded the motion. Carried.

Communications:

- Truck Company Operations class scheduled for March and April with Onondaga County/SFI and will be held on Thursday night.

Projects:

- SU Data project “Know Your Safety” - Postcards distributed to community and the final report deadline for the student is 11/21
- SCBA Plan & Purchase.
- Adoption of Town of Lysander FDs Response Order Guide. It will be on Power DMS there will be training and will be provided to the mutual aid departments that are not in the town of Lysander.

Policy:

- Nothing Currently

Natoli:

- T. Gleeson reported that the scheduling software was his project.

Melchior:

- Working on the SCBA roll out and training.

Community Risk Reduction:

Carroll:

- Update Smoke Detector Program- there have been 6 installations so far. The program has been very well received.
 - We are looking into options for CO detectors
 - The survey post card has been promoted as installations are completed.
- Fire Prevention - Reynolds and Van Buren completed. Palmer postponed due to weather.
 - He will be meeting with the schools to discuss their expectations for our visits.
 - Working on lesson outlines for the school fire prevention program to keep us presenting a consistent message.
- We will be observing the fire drill scheduled for next week (Monday) for Agrana Fruit and will also gather information to place in a pre-plan.
- Planning Board – Attended meeting on Nov 13th, they are very interested in feedback.

Executive Session: C. LaPrease made the motion to enter executive session for the resume and employment history of an individual that may lead to his or her dismissal and M. Harrison seconded the motion. Carried. 7:44pm. The board, T. Gleeson and attorney Brody Smith entered the executive session.

Returned to open session at 8:57pm.

C. LaPrease made the motion to direct counsel to proceed as discussed and M. Malone seconded the motion. Carried.

Committee Reports

Long Term Planning: Chair M. Malone had nothing to report.

New Truck Committee: Chair M. Harrison reported:

- The new E21 is in service and Chief Gleeson is finalizing equipment.

Lysander Public Safety: Chair C. LaPrease reported:

- Next meeting November 18th at Plainville FD. Station #1.

Budget & Finance: Chair K. Thompson reported that the budget has been submitted to the town.

IT Committee: Chair C. LaPrease reported items were discussed in the Chief's report.

Personnel: Chair K. Thompson had nothing to report.

Truck Maintenance: Chair M. Harrison reported that oil changes are scheduled to get vehicles ready for the winter. L1 was sold and delivered. There is some interest in the American LaFrance.

Building Maintenance:

- Chair M. Harrison reported that we are waiting for a second quote for the front door at the district office.
- Nothing further on the washer/dryer.

Fire Prevention: Chair M. Harrison reported that items have been discussed in the community risk reduction report.

Old Business:

- A. Speach reported she needs approval of an additional person for the fire district election board as some previously approved had conflicts. K. Thompson made the motion to approve Susan Shane to serve on the fire district election board with a stipend of \$70 and M. Harrison seconded the motion. Carried.

New Business:

- M. Malone made the motion to renew the VFBL and workers compensation policy with Fire Districts of New York Mutual Ins. Co. and M. Malone seconded the motion.
- M. Malone made the motion to renew the cancer policy for all cancer coverage for exterior and interior members and M. Harrison seconded the motion. Carried.
- Active member application for Graeme Bradford. Discussion. C. LaPrease made the motion to table the application and M. Malone seconded the motion. Carried.
- Fire District Election Policy. Discussion. M. Harrison made the motion to approve the Fire district Election Policy and M. Chura seconded the motion. Carried.
- Discussion regarding year end, organizational and the January district meetings.

- Yearend – December 29th at 9am at the District Office
- Organizational Meeting- January 5th at 7pm at Station #1
- January meeting to be held on the 20th at Station #1.

Public comments:

- M. Evans reported that there is a roof leak at Station #2.

Meeting dates:

Fire District Election December 9th 6pm-9pm

Commissioner's meeting – Monday December 15th at 7pm

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

M. Harrison made the motion to adjourn at 9:19 PM and M. Malone seconded the motion.
Carried.

Respectfully submitted,
Amy Speach
District Secretary