

*BARNARD FIRE DISTRICT
Commission Meeting
March 09, 2026*

Present: Commissioners Cappon, Gerhard, Hayes, Norris, Williams, Chief Andrews, Secretary/Treasurer Sandy Ballou, Assistant Treasurer Andy Hinds, President Bardeen

The meeting was called to order at 6:00 p.m.

We were led in the Pledge of Allegiance by President Bardeen

Chairperson Gerhard asked to join him in a moment of silence for all the people who were part of the Barnard family and those who were touched by the Barnard family that are no longer with us. Keeping in our thoughts and prayers all our men and women first responders who do battle every day.

Anyone from the public need to bring anything to the Board currently?

No one from the public was in attendance, therefore no one came forward.

Chairperson Gerhard asked if we have received any correspondence since our last meeting and asked if there are any special dates that need to be noted.

- Letter From the City of Rochester Emergency Communications Department

MOTION: Commissioner Cappon seconded by Commissioner Williams to approve the Regular Meeting Minutes from February 9, 2026. All commissioners present were in favor. No one opposed, Motion carries.

MOTION: Commissioner Norris seconded by Commissioner Williams to approve the Regular Meeting Minutes from February 26, 2026. All commissioners present were in favor. No one opposed, Motion carries.

Monthly Chiefs Report ~ March 2026

Year 2026 Total Runs 624

January 325 February 299

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<u>Month</u>	<u>YTD</u>	<u>Incident Type</u>
6	16	Fires in Structures
1	1	Vehicle Fires
0	1	Brush, Field, Outside Fires
0	0	Dumpster, Rubbish and all other fires
14	23	MVA
188	400	EMS
0	0	Rescue events (land searches, rope, water/ice, RTF, trench, elevator)
23	27	Auto Alarms
13	28	Hazardous Conditions (fumes, gas leaks, CO, wires down)
54	128	All other Service calls (lock outs, water problems, good intent etc.)
27	49	Mutual Aid Given
10	28	Mutual Aid Received

Updates from the Fire Chief;

- Review Meeting with Peter Weishaar regarding Monroe County Claim.
- Will review additional information on the MonE training agreement.
- Apparatus repairs and status
- SQ-226 is well underway now. The box has been removed from the old chassis and repairs and modifications are underway. Requesting a resolution to declare the old 2017 chassis surplus so it can be sold and auctioned.
- The plymo-vent blower and motor complete assembly are being replaced. This is at an agreed upon cost of 4800.00, down from the 7,000 quote.
- Lt Ballou is continuing to ascertain the cost estimate of repairing the multiple leaks in the dry sprinkler system as well as the cost to replace the fire service air compressor for the system.
- We are working on interviewing internal candidates for consideration of promotions at this time.
- The District email was again attacked by a cyber security breach. We have notified the outside individuals that received the malicious email. The immediate response and support from both BC McKenna and LMT were outstanding and appreciated.
- Requesting an executive session this evening to provide updates on 2 matters, one personnel and one legal matter.
- Review BLS/EMS standby for Bands at Barnard 2026
- A thank you to Commissioner Norris for going for two weekends to get his Fire and Life Safety Certification.
- A follow up to the recent discussion relating to the mutual aid responses this year. The following represents the total number of requests in January and February.

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Mutual was received from:
Ridge Road 19
North Greece 10
St Paul 3
West Webster 2

Mutual aid was provided to:
Ridge Road 29
North Greece 13
Lake Shore 3
Gates 1

Respectfully Submitted,



Stephen M. Andrews

Fire Chief

Community Risk Reduction

January Submitted By: Dean Smith

Community Risk Reduction

February Submitted By: Dean Smith

February was Burn Awareness Month. I presented a program that addresses burn awareness and prevention to the fourth-grade students at Longridge School. Winter returned this year with the most snowfall in twenty years. Our Adopt-A-Hydrant campaign has been in full swing this winter. This year forty-one area school children participated in the Adopt-A-Hydrant program. This number is slightly up from years past. Certificates have been issued to the students who participated in the program.

I am currently working with the other fire districts to develop a schedule for the 2026 Hazard House Program. The Hazard House Program starts at the end of April and will run until the end of the school year in June. John Norris and Joshua Shoemaker will be assisting me with the program again this year.

I am making my second round of classroom presentations. I will visit every classroom once again at least twice during the school year. Students in first, second, third and fourth grade will receive three visits. I hope to have this portion of our schedule completed prior to the start of the Hazard House Program. A new lesson was presented to third grade students this winter. As part of the New York State Learning Standard, students in third grade explore weather phenomenon and their associated hazards as part of their science unit. A presentation that addresses emergency preparedness and storm hazards was designed to reinforce this lesson.

This past month John and I assisted the North Greece Fire District with teaching CPR and AED usage to the health classes at Athena Middle School. This is a new audience. Until last year, we were never able reach this grade level due to the block scheduling students have used in middle

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and high school. The goal is to expand this program district wide to the other Greece Central middle and high schools.

The Greece Central School District participates in a national campaign that promotes literacy at the elementary level. The Campaign, “Read Across America” is being celebrated in a number of ways in the month of March in our area schools. English Village School is hosting a family night/ community night on Friday, March 6th . I will be a guest reader at the event, and the department will be participating in the event along with the RTE program with a fire truck, Sparky the Fire Dog, and fire safety display. I have also been invited to be a guest reader at Longridge and English Village Schools during the school day.

Barnard is part of a committee of Community Risk Reduction Specialists from around Monroe County who have been working with the Monroe County Fire Bureau to develop a series of monthly public service videos and announcement to be shared on department’s social media sites. February is also American Heart Association’s “Save a Heart Month”. Our Regional Medical Director, Dr. Cushman, assisted us in making a short public service announcement on promoting the importance of learning CPR. The video can be viewed on the district’s website. Other topics for the year are being developed.

To go along with Heart Saver Month, I have begun reaching out to our local faith community to see if there is any interest from our area churches to learn CPR. The goal is to promote Hands Only CPR and AED usage in the public.

Summary of Programs

<u>Location</u>	<u>Date</u>	<u>Program</u>
Athena Middle School	2/2/26	CPR, 4 classes, 96 students
Athena Middle School	2/3/26	CPR, 3 classes, 69 students
Athena Middle School	2/4/26	CPR, 2 classes, 53 students
Athena Middle School	2/5/26	CPR, 2 classes, 40 students
English Village School	2/9/26	Kindergarten, 2 nd visit, 6 classes, 119 students
Lake Shore FD	2/10/26	CPS Fitting station, 5 seats inspected
Longridge School	2/11/26	4 th grade, 2 nd visit, 6 classes, 125 students
English Village School	2/25/26	2 nd grade, 2 nd visit, 5 classes, 125 students

Scheduled Programs

English Village School	3/2/26	1 st grade fire safety
Arcadia Middle School	3/3/26	CPR
Longridge School	3/4/26	1 st grade fire safety
English Village School	3/6/26	Read Across America
English Village School	3/6/26	Community event
Longridge School	3/12/26	Kindergarten fire safety
Villa of Hope	3/24/26	Fire safety
English Village School	3/25/26	2 nd grade fire safety

MOTION: Commissioner Norris seconded by Commissioner Cappon to approve Chief Andrews report for February 9, 2026, as read and discussed. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

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Resolution #26-17 By Commissioner Hayes seconded by Commissioner Williams to declare the old 2017 chassis surplus so it can be sold/ auctioned off after April 1, 2026.

Poll of Board Members –

Commissioner Cappon	- yes
Commissioner Hayes	- yes
Commissioner Norris	- yes
Commissioner Williams	- yes
Chairman Gerhard	- yes

5 Yes Votes – 0 No Votes

President Bardeen:

- On March 20th we have a meeting with RespondX to talk about what they can do for us in regard to recruitment and retention any one from the board is welcome to attend.
- April 25th, 6pm-10pm will be the Barnard Banquet at Lakeshore Country Club, invitations will be going out.
- The promoter for Bands will be retiring in two years
- The Department bylaws have been changed and 5% of fundraisers will be earmarked for the District.

MOTION: by Commissioner Norris seconded by Commissioner Williams to go into executive session to discuss a personnel matter and a legal matter. All Commissioners present were in favor. No one opposed. No abstentions. Motion carried.

Went into executive session at 7:23 p.m.

Returned from executive session at 8:07 p.m.

Resolution #26-18 And Now, after a discussion held in Executive Session, Commissioner Norris seconded by Commissioner Williams to approve a payment to resolve a litigation matter the details of which are to remain confidential pursuant to the terms of the court approved settlement. This action will resolve all issues involved in the litigation and conclude same.

Poll of Board Members –

Commissioner Cappon	- yes
Commissioner Hayes	- yes
Commissioner Norris	- yes
Commissioner Williams	- yes
Chairman Gerhard	- yes

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5 Yes Votes – 0 No Votes

TREASURERS REPORT:

- We opened a \$5M 30-day CD which matures on March 19. When we know what the rates are next week, my current recommendation is that opening a 60-day CD would be good, because when that matures (around May 19), we can make an educated guess on what the feds will do in June and decide how long to lock up the May CD for.
- Mar 6: The 9-month Reserve CD (that Pattie opened) matured last week, and the money was moved to NYCLASS so that it can be liquid and yet still earning interest while we wait for E225 to be ready to be paid for.
- \$491k moved from Capital Reserve to General Savings to cover the pre-payment that was made for E225 at the end of January. The money was tied up in the CD until now, and so the cash was spent out of the general checking while waiting for CD to mature.
- We will be reviewing outstanding checks each month to take care of them promptly.

MOTION: Commissioner Norris seconded by Commissioner Williams to approve going with the 60-day CD with CNB as long as the rates are as expected on March 19, 2026. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

MOTION: By Commissioner Hayes seconded by Commissioner Williams to approve the Treasurer Report for February 2026. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

MOTION: Commissioner Cappon seconded by Commissioner Williams to approve all invoices as audited and approved March 09, 2026. There were 22 invoices totaling \$29,975.52. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

ADMINISTRATORS REPORT:

- The pictures were picked up by Rochester Frameworks.
- All Commissioners, line officers and any other personnel deemed necessary to sign a conflict-of-interest form.
- Dates for Bands at Barnard from the Barnard Fire Department
- We hope to have the Town Supervisor at our next meeting as long as the schedule aligns.

MOTION: by Commissioner Williams seconded by Commissioner Cappon to approve the 2026 dates for Bands at Barnard provided by the Department Bands at Barnard Chairman. 4 Commissioners present were in favor. No one opposed it. 1 abstentions. Motion carried.

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COMMISSIONER COMMENTS:

Commissioner Cappon – Interviews and 4640 CBA negotiations will begin this week

Commissioner Hayes – No Report

Commissioner Norris – 225 had a split radiator hose over the weekend, thank you to LT Boss for getting the parts needed and fixing it.

Commissioner Williams – No Report

Chairman Gerhard – No Report

MOTION: by Commissioner Norris seconded by Commissioner Cappon to adjourn. All Commissioners present were in favor. No one opposed it. No abstentions. Motion carried.

Meeting adjourned at 8:09 p.m.

Respectfully submitted,
Sandy Ballou
Secretary
Barnard Fire District