

*BARNARD FIRE DISTRICT  
Commission Meeting  
February 10, 2025*

*Present: Commissioners Cappon, Gerhard, Williams, Norris, Diederich, Chief Andrews, Secretary/Treasurer Sandy Ballou, Secretary/Treasurer Pattie Morris, President Bardeen, FF Metzler*

*The meeting was called to order at 6 p.m.*

*We were led in the Pledge of Allegiance by FF Metzler*

*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?*

*Jim Martin, Barnard Fire District resident joined our meeting to ask some questions regarding the fire tax on his tax bill for 2025.*

*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.*

- Sandy will be attending Financial Training for Fire District Officials on March 25-26, 2025 being held at the Brighton Fire District. The cost is \$125.00 and is being put on by the Office of the State Comptroller.*
- The District secretary replied to Monroe County Fire District Officers Secretary, Jim Turner, that no one from Barnard will be attending the meeting on February 20<sup>th</sup>.*

**MOTION:** *Commissioner Williams seconded by Commissioner Diederich to approve the Organizational Meeting Minutes from January 6, 2025. All commissioners present were in favor. No one opposed, Motion carries.*

**MOTION:** *Commissioner Cappon seconded by Commissioner Williams to approve the Regular Meeting Minutes from January 6, 2025. All commissioners present were in favor. No one opposed, Motion carries.*

**MOTION:** *Commissioner Diederich seconded by Commissioner Williams to approve the Regular Meeting Minutes from January 30, 2025. All commissioners present were in favor. No one opposed, Motion carries.*

*Monthly Chiefs Report ~ February 2025*

*BARNARD FIRE DISTRICT  
Commission Meeting  
February 10, 2025*

*Year 2025 Total Runs 353*

*January 353*

<u>Month</u>	<u>YTD</u>	<u>Incident Type</u>
3	3	Fires in Structures
0	0	Vehicle Fires
0	0	Brush, Field, Outside Fires
0	0	Dumpster, Rubbish and all other fires
10	10	MVA
241	241	EMS
0	0	Rescue events (land searches, rope, water/ice, RTF, trench, elevator)
23	23	Auto Alarms
0	0	Mutual Aid Given
14	14	Hazardous Conditions (fumes, gas leaks, CO, wires down)
62	62	All other Service calls (lock outs, water problems, good intent etc.)

***Updates from the Fire Chief;***

*Barnard multiple alarm assignments have been reviewed and updated as part of our CAD project. We will be validating the flow of the alarms in the “test mode” downtown prior to going live.*

*The 3 new Life Packs (cardiac monitors) arrived last Friday. Next step involves the manufacturer’s representative working on site with our project leads (B.C. Johnson and FF Hannafon) with the setup of the equipment, then an in-service training program (already developed) will be delivered across the 4 groups.*

*We unfortunately are back to one FF off-duty, for an extended period due to a medical issue.*

*Captain Cappon has a pilot class on FF recognition of threats and personal defense tactics being offered later this month. This is focused on situations that develop and occur while on scene and is like the program Sheriff Baxter presented in the past, to Barnard personal. This has been offered to our neighboring Districts as well.*

*We are transitioning to handling the quarterly calibration of our air monitoring devices, to being completed in-house with our personnel. Lt Wood has researched the necessary testing equipment and the costs of calibration gas. This will result in significant savings over the budget year (~ 5,000.00) and we have the tracking mechanism in place to ensure the testing is completed when due.*

*BARNARD FIRE DISTRICT  
Commission Meeting  
February 10, 2025*

*The Motorola mobile radio in the 2C-12 car has been destroyed internally. This radio is 5 years old and out of warranty, however SkyWave is arranging for a flat rate repair program and has shipped back to Motorola. Skywave further assisted with providing a loaner radio, which they installed and transferred all the programming over to in the meantime.*

*On site school inspections for English Village and Longridge were completed last week. Thank you to Lt McGarrity for coordinating this to assist the school district.*

*Lt McKenna arranged for the delivery and installation with setup of the new Desktop computers for the officers and radio room this week. Next step is to de-commission the server upstairs. We will no longer incur the license and maintenance fees for the 1 server.*

*We will request an executive session at the end of the meeting to review personnel promotions as well as consideration for additional part-time positions, to assist with CRR and Fire Prevention.*

***Community Risk Reduction Division:***

*January 2024*

***Submitted By: Dean Smith***

*I am pleased to report that I have concluded many of the fire safety goals and objectives for 2024. A complete summary of the past year's activities can be found in the 2024 Community Risk Reduction Annual Report. The 2024/25 school year is at the halfway point. I have completed all of my classroom presentations for the fall with the exception of Derech HaTorah Academy of Rochester. Derech HaTorah Academy has requested to hold off scheduling their annual visits until later this spring.*

*I am currently scheduling our second classroom visits that take place during the winter and early spring months. I will also begin working with the other fire districts in town scheduling dates and preparing for our annual Hazard House program that will take place in May and June.*

*The Community Risk Reduction team has been visiting other departments in the county and touring their safety trailers. Our current safety trailer that we use for the Hazard House program is forty years old. We are looking at creating a spec for a new trailer. One that could be used for community events, not just school-based programs. Once we have a concept or design for the new trailer we will begin working with vendors and preparing an estimate for grant applications.*

*I am working with the other Community Risk Reduction Specialist in town teaching CPR in health classes to students at Greece Athena and Greece Arcadia middle and high schools. We will return for the second half of the school year to teach CPR to 2nd semester health classes this spring. We are working on expanding the program district wide to include Greece Olympia and Greece Odyssey students.*

*BARNARD FIRE DISTRICT  
Commission Meeting  
February 10, 2025*

*Based on the success of the CPR classes we have been able to expand even further into the health classes. Working with some of the health teachers, the American Red Cross and the Community Risk Reduction Specialist in town we have developed a new lesson plan that addresses emergency*

*preparedness for natural disasters. We have trial dates scheduled for Arcadia in March. Our Olympia date was cancelled due to a snow date and is being rescheduled.*

*The annual Adopt-A-Hydrant Program is in progress. Information regarding the program went out to area school children when they returned to school from the holiday break. The fire departments in the town are once again asking area school children to maintain the fire hydrants on their streets during the winter months. Each student that participates in the program will receive a certificate of appreciation from the fire department.*

*Our monthly child passenger safety seat fitting station will once again be taking place on the second Tuesday of each month during 2025. The fitting station will alternate between Barnard and the Lake Shore Fire District from 3-7 pm each month.*


***Summary of Programs***

<i>Location</i>	<i>Date</i>	<i>Program</i>
<i>Barnard FD inspected</i>	<i>1/14/25</i>	<i>Child Passenger Safety Seat fitting Sation, 5 seats</i>

***Scheduled Programs***

<i>English Village School</i>	<i>1/23/25</i>	<i>Kindergarten, 2nd visit</i>
<i>Monroe BOCES #2</i>	<i>1/27/25</i>	<i>Preschool</i>
<i>Laske Shore FD</i>	<i>2/11/25</i>	<i>Car seat fitting station</i>
<i>English Village School</i>	<i>2/12/25</i>	<i>2nd grade, 2nd visit</i>
<i>Longridge School</i>	<i>2/25/25</i>	<i>4th grade, 2nd visit</i>
<i>English Village School</i>	<i>3/3/25</i>	<i>1st grade, 2nd visit</i>
<i>Greece Arcadia High School</i>	<i>3/4/25</i>	<i>CPR</i>
<i>Longridge School</i>	<i>3/5/25</i>	<i>1st grade, 2nd visit</i>
<i>Greece Arcadia High School</i>	<i>3/6/25</i>	<i>CPR</i>
<i>Greece Arcadia High School</i>	<i>3/7/25</i>	<i>CPR</i>

***Respectfully Submitted,***



***Stephen M. Andrews***

***Fire Chief***

*BARNARD FIRE DISTRICT  
Commission Meeting  
February 10, 2025*

**MOTION:** *Commissioner Diederich seconded by Commissioner Norris to approve Chief Andrews report for February 10, 2025, as read and discussed. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.*

***NEW BUSINESS:***

*President Bardeen spoke about getting the rest of the Department materials out of storage and brought back to the station. He is ordering shelves and coat racks to put in the new storage room, so they can get it organized.*

**RESOLUTION 25-13** *by Commissioner Norris seconded by Commissioner Cappon to approve the updated FOIL policy to include recent changes made by the NYS Committee on Open Government regarding notifying employees of requests for access to their disciplinary records under FOIL.*

*Poll of Board Members –*

*Commissioner Diederich - yes  
Commissioner Williams- yes  
Commissioner Norris - yes  
Commissioner Cappon - yes  
Chairman Gerhard - yes*

*5 Yes Votes – 0 No Votes*

***COMMISSIONER COMMENTS:***

*Commissioner Diederich – No Report*

*Commissioner Norris – No Report*

*Commissioner Williams – He will be setting up an insurance meeting with the Churchville Agency to discuss our policies and raise in premiums.*

*Commissioner Cappon – We responded to the local 4030 regarding a meeting to start negotiations, we are waiting to hear back on a good date.*

*Chairman Gerhard – No Report*

*BARNARD FIRE DISTRICT  
Commission Meeting  
February 10, 2025*

**MOTION:** *Commissioner Diederich seconded by Commissioner Norris to approve all invoices as audited and approved February 10, 2025. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.*

**MOTION:** *By Commissioner Williams seconded by Commissioner Cappon to approve the Treasurer Report for January 2025. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.*

**MOTION:** *by Commissioner Norris seconded by Commissioner Diederich to go into executive session to discuss a personnel matter – promotional considerations. All Commissioners present were in favor. No one opposed. No abstentions. Motion carried.*

*Went into executive session at 7:11 p.m.*

*Returned from executive session at 7:59 p.m.*

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

*Meeting adjourned at 8:06 p.m.*

*Respectfully submitted,*

*Sandy Ballou, Patricia Morris  
Secretaries, Barnard Fire District*