

BARNARD FIRE DISTRICT

Commission Meeting

July 14, 2025

Present: Commissioners Cappon, Gerhard, Williams, Chief Andrews, Secretary/Treasurer Sandy Ballou, President Bardeen, Capt Johnson, Lt Carstairs, Lt Ballou, FF M. Shoemaker, FF Metzler, FF Hannafon, FF Fuller Absent: Comm Norris, Comm Diederich, Secretary/Treasurer Pattie Morris

The meeting was called to order at 5:58 p.m.

We were led in the Pledge of Allegiance by Lt Ballou.

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.

- *FF Montgomery Shoemaker was sworn in as a Firefighter for the Barnard Fire District.*

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.

- *We received a reimbursement check from the Sheriff's Office for \$2,966.00 from the North American Active Assailant Conference in Troy, Michigan that Capt McKenna and FF Baglin attended in early June.*
- *We received a quote from Rochester Window Cleaning and one from Western NY Window cleaning to wash all windows inside and out.*
- *We received a quote for framing of pictures for station from Jason at Frameworks:
(prices include simple black frame, acid free matting + backing, conservation grade glass/plexi, and labor)
11x14s: \$55 ea
16x20s: \$85 ea
22x28s: \$125 ea
XL 9/11 Flag: \$800 - this one would use UV Plexi, flag would be sewn to acid free backing w/ spacers to keep glass off of the flag itself, and a heavier duty frame to accommodate the large size
- A committee will be formed to pick out the pictures to be framed and hung.*

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- We received an estimate from NYSLR for our employer contribution rate, due in February 2026 in the amount of \$1,040,882.00 or \$1,033,450.00 if paid by December 15th 2025. Last year we paid \$979,193.

MOTION: *Commissioner Williams seconded by Commissioner Cappon to approve the Regular Meeting Minutes from June 9, 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 June 26, 2025. All commissioners present were in favor. No one opposed, Motion carries.*

Monthly Chiefs Report ~ July 2025

Year 2025 Total Runs 1960

January 353 February 288 March 296 April 321 May 337 June 365

<u>Month</u>	<u>YTD</u>	<u>Incident Type</u>
8	42	Fires in Structures
0	0	Vehicle Fires
1	4	Brush, Field, Outside Fires
5	8	Dumpster, Rubbish and all other fires
10	54	MVA
228	1324	EMS
1	1	Rescue events (land searches, rope, water/ice, RTF, trench, elevator)
20	119	Auto Alarms
3	20	Mutual Aid Given
16	84	Hazardous Conditions (fumes, gas leaks, CO, wires down)
74	306	All other Service calls (lock outs, water problems, good intent etc.)

Updates from the Fire Chief;

June with 365 alarms was the busiest month since last July, which was 372 alarms.

The entire fleet of District apparatus has been detailed and waxed per our bi-annual schedule. All 4 groups assisted with this project.

By the time you read this, the aprons and parking area will be dry from the seal coating applied this week. Thank you to FF Hannafon who coordinated this project.

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July 4th was busy in the Town and the District as anticipated, crews also responded for the confirmed structure fire on Duffern Drive. Fire was showing across the front exterior of the structure upon arrival. Crews successfully extinguished the fire on the exterior and confirmed minimal extension had occurred to the inside. There were no civilian injuries.

A draft of the updated minimum staffing policy will be presented and reviewed during the meeting. A draft of the updated MOU Mandated to Work policy will be presented and reviewed during the meeting as well.

The new Duty Officer vehicle's outfitting is on hold due to back orders

Community Risk Reduction

Submitted By: Dean Smith

The 2024/2025 school year has come to a close. It was another successful school year. I was able to meet my goals and objectives for the year. I was once again able to reach every classroom at least twice during the school year with an age-appropriate lesson plan that meets the New York State Learning Standards for that specific grade. First, second and fourth grades received a third visit. I was able to add two new programs this year, one for second grade and the other for fourth grade. Students in fourth grade learned about electricity in their science unit and I was able to develop a lesson plan that deals with electrical safety and ties into what they were learning in the classroom. Second grade students learned about the science behind some of the fire safety rules they have learned. Topics such as hot air rising and why we teach crawl low under smoke, and the science behind stop, drop & roll were explored. Both programs received positive feedback from the classroom teachers.

This past month the Hazard House Program concluded. This is the largest fire safety program of the school year and is done in collaboration with the other fire districts in town. Our team was able to present this program to every first, third and fifth grade classroom in the Greece Central School District and at the Northwood School in the Hilton School District.

This year's Hazard House Program had twenty-two dates. We were at eleven schools and presented to 2,336 students in 119 classes. We had a typical Hazard House season starting the program in the cold of late spring and ending in the summer heat and dodging thunderstorms in between. We had to cancel one date for Buckman Heights School due to poor weather and were unable to reschedule. Despite the obstacles the weather presented we were able to have a successful season. Firefighter/EMT Josh Shoemaker and Commissioner John Norris did an excellent job assisting me with the program this year. A more detailed summary of the Hazard House program is attached in this report.

On June 19th and 20th, I attended a car seat class entitled: Safe Travels for All Children. This two-day class explores the transportation needs for children with special needs that don't fit into the traditional car seat.

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Over the summer months I will be scheduling summer school programs with the Villa of Hope and begin preparing for Fire Prevention Week and other fall programs.

The Hazard House safety trailer that is owned by the Ridge Road Fire District and has served our community since the 1980's is starting to show its age. Ridge Road is currently writing a grant to secure funding for a new fire safety trailer. Over the summer months our team of community risk reduction specialists in town will be visiting area departments, viewing their safety trailers, preparing specs for a new trailer and developing lesson plans for how it will be utilized. The goal is to be able to expand our programs and use the new trailer to reach new audiences. Teaching home escape plans in schools for our traditional Hazard House program but be able to teach other safety topics to other community groups with the new trailer as well.

Summary of Programs

<u>Location</u>	<u>Date</u>	<u>Program</u>
Hazard House Program	22 dates	11 schools, 119 classes, 2,336 students
Lake Shore FD	6/10/25	Monthly car seat fitting station. 6 seats inspected
Longridge 2 nd Grade	6/13/25	5 classes, 103 students. * new program.
St. Paul FD	6/19 & 6/20	STAC Training
Barnard FD	6/23/25	Home School fire safety presentation

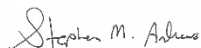
Scheduled Programs

Barnard FD	7/8/25	Monthly car seat fitting station.
Villa of Hope	TBD	

2025 Hazard House Summary

<u>Location</u>	<u>Date</u>	<u>Number of classes</u>	<u>Number of Students</u>
Northwood School	4/22/25	6	127

Respectfully Submitted,



Stephen M. Andrews

Fire Chief

Resolution 25-19 by Commissioner Williams seconded by Commissioner Cappon to approve the updated Minimum Staffing Policy and the Mandate to Work MOU pending legal approval and approval from both unions.

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Poll of Board Members –

*Commissioner Diederich - Absent
Commissioner Cappon - Yes
Commissioner Norris - Absent
Commissioner Williams - Yes
Chairman Gerhard - Yes*

3 Yes Votes, 0 No Votes, 2 absent

MOTION: *Commissioner Williams seconded by Commissioner Cappon to approve Chief Andrews report for July 14th as read and discussed. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.*

NEW BUSINESS:

- *With The District not having a second meeting in July, we are asking that the commissioners please come in on the 24th or 25th to sign bills and to just Let Sandy/Pattie know when you will be coming.*

MOTION: *by Commissioner Cappon seconded by Commissioner Williams to add David Williams on our Canandaigua National Bank account as a signer of checks. All Commissioners present were in favor. No one opposed it. No abstentions. Motion carried.*

COMMISSIONER COMMENTS:

Commissioner Diederich – Absent

Commissioner Norris – Absent

Commissioner Williams – Would like to consider moving our first meeting of the month to a daytime meeting, beginning in January 2026.

Commissioner Cappon – We will be meeting on Thursday with the Local 4030 to continue contract negotiations.

- *Myself, Comm Wiliams, Chief and Sandy held interviews for the part-time Deputy Treasurer position.*
- *An interview was held with LT Dutko of the Fisher’s Fire District.*
- *Sandy Ballou’s 3-year anniversary was this week; it is his recommendation to increase her salary to a comparative salary of similar positions with local Fire Districts in the next payroll.*

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Chairman Gerhard – No Report

President Bardeen – The Redwings game for members was a great success!

- Band at Barnard is going well.

- Trying to come up with some recruitment and retention incentives to get more volunteers.

RESOLUTION 25-20 by Commissioner Cappon seconded by Commissioner Williams to appoint Matthew Dutko as a transfer from the Fishers Fire District, Ontario County Firefighters Civil Service List as a career firefighter with the Barnard Fire District effective August 4, 2025, pending passing the district physical and drug test; a clear background check and getting approval from Monroe County Civil Service Board. The starting salary commensurate with the current union contract of International Association of Firefighters, Local #4030. Conditions of employment are successful completion of one-year probation.

Poll of Board Members –

Commissioner Diederich - Absent

Commissioner Cappon - Yes

Commissioner Norris - Absent

Commissioner Williams - Yes

Chairman Gerhard - Yes

3 Yes Votes, 0 No Votes, 2 absent

RESOLUTION 25-21 by Commissioner Cappon seconded by Commissioner Williams to appoint Andrew Hinds to the posted position of a part-time Deputy Treasurer. Pay and benefits will be commensurate with the candidate's qualifications and relevant experience. Conditions of employment are a clear background check and a successful completion of 1-year probationary period.

Poll of Board Members –

Commissioner Diederich - Absent

Commissioner Cappon - Yes

Commissioner Norris - Absent

Commissioner Williams - Yes

Chairman Gerhard - Yes

3 Yes Votes, 0 No Votes, 2 absent

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MOTION: Commissioner Williams seconded by Commissioner Cappon to approve all invoices as audited and approved July 14, 2025. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

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

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

Meeting adjourned at 7:57 p.m.

Respectfully submitted,

Sandy Ballou
Secretary
Barnard Fire District