

*BARNARD FIRE DISTRICT
Commission Meeting
December 08, 2025*

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

The meeting was called to order at 6:09 p.m.

We were led in the Pledge of Allegiance by Chief Andrews

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.

- The District Received a donation in Commissioner Diederich's name.
- We received a check for \$100 made out to Barnard Fire Rescue from a resident on Tanglewood Dr. – this was from a call that group 2 was on.
- We received a call from Darcia Mancini from Monroe County regarding our claim. She stated that they are going back to the original vendor to try to get them to pay for the claim, even though they previously offered to pay \$10,000 out of the \$15,145.95 in damages.
- The IMA with the county for EMS data sharing was signed. This will help them analyze how EMS is being handled in Monroe County.
- The Commission received a Thank you note form Pattie Morris for the nice send off.

MOTION: Commissioner Williams seconded by Commissioner Cappon to approve the Regular Meeting Minutes from November 10th, 2025. 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 November 25, 2025. All commissioners present were in favor. No one opposed, Motion carries.

Monthly Chiefs Report ~ December 2025

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Year 2025 Total Runs 3639
 January 353 February 288 March 296 April 321 May 337 June 36
 July 339 August 317 September 318 October 338 November 307

<u>Month</u>	<u>YTD</u>	<u>Incident Type</u>
7	76	Fires in Structures
0	3	Vehicle Fires
0	13	Brush, Field, Outside Fires
2	19	Dumpster, Rubbish and all other fires
7	109	MVA
195	2352	EMS
1	4	Rescue events (land searches, rope, water/ice, RTF, trench, elevator)
38	265	Auto Alarms
2	46	Mutual Aid Given
10	150	Hazardous Conditions (fumes, gas leaks, CO, wires down)
45	602	All other Service calls (lock outs, water problems, good intent etc.)

Updates from the Fire Chief;

- The DiSC Behavioral Style Assessment was completed for the Firefighters last week. At this point all line firefighters and our admin staff have completed the initial training, and the officers have completed additional management training as well. Feedback continues to be great.
- Enclosed is the Department participation report thru November for the year. This record includes both responses to incidents as well as training events from our Volunteer side.
- The next quarterly training event for the Department will be Sunday December 14.
- The 3 replacement video laryngoscopes have been ordered. They are expected to arrive in January and training for all of our paramedics with Dr. Cushman has been scheduled for February, so the new upgraded scopes can be placed in service.
- Additionally training this week with Dr. Cushman with all 4 groups to reinforce airway management for both BLS and ALS providers. Crews will also be rotating over to St. Paul's district this week to allow the crews to review the RIC roles and equipment with both agencies.
- An executive session will be requested to address future management roles.

Community Risk Reduction

November Submitted By: Dean Smith

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I am pleased to report that as 2025 draws to a close, I will have concluded many of my fall fire safety goals and objectives for the year. I have completed most of my classroom presentations for the fall and will have them completed by the holiday break. Derech HaTorah Academy of Rochester has requested that we hold off scheduling our annual presentations until after the holiday season. This past fall John Norris has been assisting me with our programs. John has brought a fresh look to our programs and has improved our presentations. This past month we concluded our Win A Ride to School on a Fire Truck Contest. During Fire Prevention Week students were asked to make a home fire escape plan and have a fire drill with their family. One student from each area Barnard school was selected as a winner. This year, the winner at Longridge School was a fifth-grade student, Lorenzo Bibilonie- Morales and English Village School's winner was kindergarten student, Jayde Stemmer.

In December I will be collaborating with the other Community Risk Reduction Specialist in town as we begin teaching CPR classes to the health classes at Greece Athena and Arcadia High Schools. I will also be scheduling and preparing for our winter programs. I typically start preparing for our annual Hazard House program and my second classroom visits. The annual Adopt- A- Hydrant program will go out to our area schools after the holiday break. I will be utilizing the fire district's sign and Facebook page for a number of safety messages during the holiday and winter seasons.

Summary of Programs

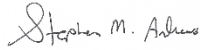
<u>Location</u>	<u>Date</u>	<u>Program</u>
English Village School	10/27/25	Kindergarten, 6 classes, 123 students
Longridge School	11/5/25	Kindergarten, 6 classes, 119 students
English Village School	11/6/25	Fire truck ride
English Village School	11/10/25	1 st grade program, 6 classes, 123 students
Barnard FD	11/11/25	Child safety seat fitting station, 1 seat inspected
Longridge School	11/24/25	Fire truck ride

Scheduled Programs

Longridge School	1 st grade fire safety	12/3/25
Longridge School	3 rd grade fire safety	12/4/25
Longridge School	4 th grade fire safety	12/8/25
Longridge School	Kindergarten fire safety	12/10/25
Lake Shore FD	Child Passenger Safety Seat Fitting Station	12/9/25

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Respectfully Submitted,



Stephen M. Andrews

Fire Chief

MOTION: Commissioner Cappon seconded by Commissioner Williams to approve Chief Andrews report for December 8,2025 as read and discussed. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

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

Went into executive session at 6:41p.m.

Returned from executive session at 7:25 p.m.

MOTION: by Commissioner Cappon seconded by Commissioner Williams to pay \$11,076.00 Stonewell Bodies and Machine for Modifications to Chassis and Body of the F450 Squad - due at signing . All Commissioners present were in favor. No one opposed. No abstentions. Motion carried.

TREASURERS REPORT:

- CD due December 26th - will email out suggestions at that time
- Bond and NYSLER payments
- NYClass has yielded \$7,784.00 in the first 6 weeks

MOTION: By Commissioner Cappon seconded by Commissioner Williams to approve an increase of the appropriation for Utilities by \$10,000, Vehicle/Building Insurance by \$5,000 and Medical Insurance by \$20,000. The District will use Unassigned Fund Balance to cover this. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

ADMINISTRATORS REPORT:

- 2026 Meeting Dates – did we want to change the time of the 2nd Monday of the month meetings to an earlier time as previously discussed? No, we will keep the same. A

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discussion on Important dates for 2026 – There will be no second meeting in July or December unless needed.

- Review of new Policy on Employees Personnel Files
- Can the Commissioners come in on Monday December 29th to sign any bills that come in after tonight’s meeting for December 2025? Yes
- We received a letter from the Department regarding Nathan Bardeen ending his probationary period.

MOTION: by Commissioner Norris seconded by Commissioner Williams to approve the 2026 meeting dates with changes noted . All Commissioners present were in favor. No one opposed it. No abstentions. Motion carried.

Resolution #25-35 *By Commissioner Cappon seconded by Commissioner Williams to approve the Employee Personnel File Policy pending both Union’s comment period.*

Poll of Board Members –

<i>Commissioner Cappon</i>	<i>- yes</i>
<i>Commissioner Norris</i>	<i>- yes</i>
<i>Commissioner Williams</i>	<i>- yes</i>
<i>Chairman Gerhard</i>	<i>- yes</i>

4 Yes Votes – 0 No Votes

MOTION: By Commissioner Williams seconded by Commissioner Norris to approve Nathan Bardeen as a permanent volunteer for active service. Nathan has completed his one-year probationary period. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

COMMISSIONER COMMENTS:

Commissioner Norris –

MOTION: By Commissioner Norris seconded by Commissioner Williams to keep all Commissioners roles the same for 2026 pending election results on Tuesday Dec 9th. Norm Gerhard – Chairman, Norris – Vehicles, Williams – Insurance, Cappon – Building and Personnel. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

Commissioner Williams – No report

Commissioner Cappon – Still working on Negotiations with the local 4030.

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Chairman Gerhard – No Report

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

Went into executive session at 7:48 p.m.

Returned from executive session at 8:04 p.m.

MOTION: By Commissioner Cappon seconded by Commissioner Norris to approve the Treasurer Report for November 2025. 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 December 8, 2025. There were 36 invoices totaling \$27,349.28 plus the Bond payment and Interest \$180,400. All Commissioners present were in favor. No one disapproved. No abstentions. Motion carried.

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

Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Sandy Ballou
Secretary
Barnard Fire District