

April 21, 2025

The meeting was called to order at 6:30 p.m.

Present were: Bob Patterson, Brian Franklin, Brendan Molloy, Renee Stanford, Les Elsworth, Jackie Kreiner, Cory Sanford, Chris Strain, Desiree Strain, Josh Merritt, Ryan Schader, Patty Murray, Ali Walker, Rob Stone. Absent: Sherri Cohen

The minutes from 03-17-25 were read and approved. Renee motioned to accept. Seconded by Brendan and was carried.

CHIEF'S REPORT

The list of volunteers who worked the 3-15 boot drive was submitted.

Training report: no training was held; work night reports were submitted (cleaning apparatus; gear inventory). The training schedule for April thru June 2025 was submitted. Course opportunities for training: IFO (Interior Firefighting Operations) 4-29 Rob Stone enrolled; pump operations 6-23 Josh Merritt, Louie Redenback, James Smith, Desiree Strain enrolled.

Physicals & fit tests for 2025 are scheduled for 6-02 at the Norwich fire station for nine members. "C" is the physical classification for support members.

Regarding the purchase of three eyeglass inserts for SCBA masks: prescriptions need to be submitted from their opticians before the purchase is made.

Desiree Strain submitted membership application for the following individuals: Alyssa Walker, Michelle Schader (Michelle is classified as a junior firefighter and will be support only at this time). Their Code of Ethics/sexual harassment sign off, DMV report and drug test results have been completed. Their physicals need to be completed. Les motioned to approve the new members. Seconded by Renee and was carried.

Cory was asked if the dept. has a recruitment program; he stated that open houses are held for recruitment in April and October.

Fire Advisory Council: no further update

CALL LOG

03-01-25 ME (2)
03-09-25 ME 2@
03-10-25 ME**
03-13-25 ME (2)
03-14-25 MVA (4)
03-15-25 ME**

03-18-25 ME (1)
03-19-25 ME**
03-20-25 Mutual aid – Cincinnatus (2), 3@
03-21-25 ME**; outside rubbish fire (8)
03-26-25 ME (cancelled); ME**
03-30-25 MVA (cancelled); ME x 2**
(**denotes no response)
() denotes # of personnel who responded
(@) denotes # of personnel at station

TREASURER'S REPORT

Les motioned to accept the treasurer's report as presented. Seconded by Brendan and was carried. The board reviewed the following bank statements: General Fund dated 02-14 thru 03-16-25, General Fund Checking dated 03-01 thru 31-25, M&T money market statement dated 03-01 thru 31-25, M&T maintenance fund statement dated 03-01 thru 31-25. A refund of \$97.43 was received from the New York State Insurance

Fund. The board was notified that M&T Bank, Norwich branch, is closing; if the board chooses to stay with M&T, business would be conducted in Binghamton. Brendan motioned to move both the money market and maintenance fund accounts to Community Bank in Norwich. Seconded by Brian and was carried. Brian motioned to pay bills on Abstract #490 totaling \$22460.98. Seconded by Les and was carried. WEX gas card svcs. – cost \$0 charges for this month; Hayes Garage Door Svcs. replace bottom section of truck 272 bay door – cost \$1300; Hancock Estabrook LLP – cost \$1282.50; sound proofing panels for the meeting hall – cost \$1079.88; Hughson & Benson insurance policies renewal four – cost \$14255.73; John Marshall for 2 yds. of stone for new shed foundation – cost \$100; John Weaver for new shed plus dely. – cost \$3125. Moving \$10000 to maintenance fund and \$20000 to capital fund is on HOLD.

COMMUNICATIONS

The hall has been scheduled for use on the following dates: 4-07 (town planning board meeting cancelled-no quorum); 5-03 Gridley rental (for McKissick funeral); 5-05 town planning board meeting.

The 4-12 Town of Plymouth Youth Group Easter Event was a success.

OLD BUSINESS

Work orders update: . status of sound proofing of the meeting hall:

- . floor repair hall side:
- . check ceiling for a leak:
- . check leak under overhang by bottle bin:
- . check screen replacement of windows, weed killer around building, outside for rust:
- . check leak truck bay men's room:
- . check heating system site visit: work completed on 4-15
- . replace bottom section of truck 272 bay door: work completed on 4-17

Leaks #3, #4, #6 Renee motioned to have a service call conducted by a roofer to do a screw replacement quote. Seconded by Brendan and was carried.

Regarding computer upgrade: Tom Fahy assessed our computer system and advised the following: upgrade to 16GB of memory \$30, tower cleanout \$9, labor \$150. Brendan motioned to have Tom do the upgrades for a total cost of \$189. Seconded by Brian and was carried.

Renee is watching for FEMA and LEARY grant openings.

Truck service: truck 272 needs the brake can replaced as well as an auto charger replacement. The fan speed set high/low is okay. Truck 275 needs a cord. Brian motioned to have the parts replaced (auto charger \$613.10, cord \$102, shop supplies \$30, labor \$260) for a total of \$1005.10. Seconded by Les and was carried. It was also suggested to have the undercarriage of truck 272 coated as rust is showing. Cost would be anywhere from \$600 to \$1000; quotes will be obtained. Regarding the skid unit on truck 275, Brendan will contact Hubbard Welding to discuss.

A recall notice was received regarding the event data recorder (EDR) on truck 2751. Software is available to repair the vehicle. Cory was instructed to phone Matthews Auto to schedule the repair.

Alpine Clippers will continue with the grounds maintenance for this year. Price remains this year at \$125 bi-weekly. If lawn areas have to be cleaned, they will be billed at \$65 per man hour.

NEW BUSINESS

Brian motioned to approve for second reading board policy B206.4 – Administrative Guidelines Notification to Employees of a Request for Access to Disciplinary Records. Seconded by Les and was carried and adopted.

Explore improving fire services for the community covered by Plymouth Fire District. Consolidation, Merger, Deactivation, Dissolution, Fire protection contracts, Hiring a fire chief, etc.: working on grant for strategic plan and consulting svcs. The meeting that was scheduled for 4-14 between Plymouth and No. Norwich boards did not happen. The board was asked if they wanted the meeting rescheduled with No. Norwich; no. The City of Norwich agrees to participate in the study. Next step will be to obtain a contract for consulting svcs. and grant funding. Brian motioned to have Norwich and Plymouth participate in the study and to have Plymouth fund the \$25000 consulting fee. Seconded by Brendan and was carried.

Review of Preston fire protection contract for renewal: after tonight's discussion, Brian motioned to continue with a one-year plan with 3% cap on the increase, same as the 2025 contract, for year 2026.

Town of Plymouth state audit showed fuel usage (diesel) by the fire district. There was no fuel share service agreement found. A new fuel agreement between the fire district and town, will be made in writing, for the record. Brendan motioned to submit a copy of the agreement to Town Supervisor, Patty Murray and Town Highway Superintendent, Louie Redenback. Seconded by Brian and was carried. A new line will be added to the fire district budget to reflect this expense. The audit also specified that the state requires a monthly report.

COMMUNITY CONCERNS

Patty Murray suggested to Cory that he place the sign board out front to recruit volunteer members. Advertise that open houses are held in April and October to recruit volunteer members. Put the same on the town's website. She would like to see exit signs placed on the outside of the restrooms in the meeting hall. She asked that when the service call is conducted by a roofer for the district if the same could be done on the town side of their building and could he also take a look at the hole in the gutter on the front side of the building and give an estimate on a replacement gutter.

OTHER

Cory stated, again, Frontier internet speed is still too slow and the fax capability should be eliminated. He asked if there is a key to the new shed and will it have a solar light placed on it. He also has a problem with the gear washer being placed in the meeting hall janitor room. He stated he has spoken with county environmental health and PESH. He stated PESH told him a vent fan is needed. He feels gear left in bags with janitor door closed all the time is not a good idea and cannot wash gear while events are being held. If the washer was placed in the truck bay, there would be no restrictions such as shutting down the community room.

WORK IN PROGRESS

(will move these items up for Board Action as background information/reports completed)

Bob adjourned meeting at 8:55 p.m.