

**Brockport Board of Fire Commissioners**  
**Regular Meeting 6:00 pm**  
**February 2, 2026**  
**Brockport Fire District Station #3**  
**191 West Avenue, Brockport NY 14420**

**Present:** Commissioners Patricia Connors, Allyn Hammel, Bill Bird, Mike Koss, Brian Frew; Secretary Debra Bax; Treasurer Debra Kuhn, Chief Adam Leggett, Deputy Chief Jose Medina, Assistant Chief Jim Juby; Attorney Ray DiRaddo

**Others Present:** Jake Vergari, Zach Alexander, John Rombaut, Deborah Hoy

Pledge                      Moment of Silence

**Approval of January 19, 2026 Regular Meeting Minutes**

**Motion** by Commissioner Frew seconded by Commissioner Hammel to approve as read.

**5 Yes 0 No**

**BVFA**

- President Hoy
  - Will be working on the By-Laws for the 16 and 17 year olds.
  - Rules and Regulations are on-line.
  - Needs a website change for ages of the Youth Program (Greg Gartland will need to make those changes).
- Jake Vergari
  - Indicated that there is a member coming in who had his physical at Northern Star from a different department, can we accept this. After discussion, Commissioner Connors indicated that the physical could be accepted if he can show that it was done at Northern Star.
  - Inquired as to who the back-up is for entering LENS.
- Further discussion regarding whether the BVFA should process everything for new applicants. President Hoy expressed concerns about confidentiality and too many people in the confidential process. Commissioner Connors indicated that she will set up a meeting to discuss the process and who will be handling various aspects of the application process for new members.

**Assistant Chief's Report**

- Reviewed submitted report.
- Gas meters were recalibrated.
- The side by side was repaired.
- 5 sets of gear came in – 1 set was a bad fit.
- Hill School Mock Job Fair was good.
- 50 feet of hose was lost at the fire today.

### **Deputy Chief's Report**

- Reviewed submitted report.
- Day drills will be done every week.
- Reviewed upcoming trainings.
- Firefighters are signed up for classes in Monroe, Genesee and Orleans County.
- Has entered everyone in for the Sexual Harassment Training modules. Vector Solutions made some changes as to what they are offering.

### **Chief's Report**

- Reviewed submitted report.
- 126 calls to date (25 EMS).
- An EMS letter was sent to the two Town Supervisors and the Village Mayor. There was no response from the towns and an initial reply from the Mayor.
- There is a new state mandate coming to all counties that they will need to have a county-wide comprehensive EMS plan.
- The Monroe County Chiefs' Association will be reestablished and Tom Clark will be President and they are looking for a Vice President. The Fallen FF's Golf Tournament will be returning to Deerfield on May 31, 2026 and June 1, 2026. They have requested the use of our UTV. In addition, they are seeking a \$200 donation from all Fire Departments for banners for the event.  
**Motion** by Commissioner Bird seconded by Commissioner Hammel to approve a \$200 donation with the money to come from the Gifts and Donations Fund. **5 Yes 0 No**
- United Diagnostics offers a cancer screening service. Would like to get some quotes. The commission had no problem with this.
- There were several MVA's of significance.

**Motion** by Commissioner Hammel seconded by Commissioner Bird to accept the Chiefs' Reports.  
**5 Yes 0 No**

### **Treasurer's Report**

#### **RESOLUTION 2025-18                  Payment of Bills**

**BE IT RESOLVED** that the Treasurer is approved to transfer \$30,781.97 for the regular bills and \$4,015.58 for payroll from the General Fund Savings Account and deposit all into the General Fund Checking Account to pay the bills totaling \$34,797.55.

**Motion** by Commissioner Bird seconded by Commissioner Hammel to approve. **5 Yes 0 No**

### **Secretary's Report**

- Website – if BVFA needs to have information posted, Greg may have to do some of that depending on what it is.
- Cancer Benefit Form was submitted for January 1, 2026.
- Contact Information List – Mike H. did most of that and I will add anything that needs to be added.

- Physicals are scheduled for in-house on 4/16/26 and 4/18/26.
- Utica National Form – needed some information from the Secretary.
- Office Supplies – Mike Henry orders his own supplies from Amazon. He does not have access to Staples. Possibly he could be given access to Staples in the event paper needs to be ordered if the secretary is out of the office for a period of time since the Treasurer can't order supplies, he would just be a back-up for an emergency copy paper order.
- There will be an upcoming Civil Service 101 Training for Secretaries.
- FOIL Request received for 57 Crestwood Drive.

#### **New/Old Business/Commissioner Report**

- Commissioner Frew - gave an overview of the V-Fire Grant.
- Commissioner Frew – Station 1 out of space for gear racks, Commissioner Bird indicated that the washer and dryer at station 3 could be replaced with a stackable unit in order to make room for gear racks. Deputy Chief Medina indicated that Assistant Chief Juby should be kept involved regarding the gear racks.
- Microsoft changeover – not using Liber.
- Commissioner Hammel – the new doors are on Bunkroom #2.
- Commissioner Frew – Harris Reed worked with Greg on getting Bryx on the speaker system in the firehouse.
- Commissioner Koss – is the ice machine not working? Commissioner Bird indicated that a new one is being purchased.
- Commissioner Bird inquired about the ice on the roof at Station 5. Commissioner Connors indicated that a professional company should be hired to take care of this.
- Commissioner Bird – the larger dryer at Station 1 – replace with a commercial dryer.
- Commissioner Koss – came in to Station 1 and turned the water temperature up on the boiler.
- Commissioner Hammel – has not heard anything back from Passero.

**Motion** by Commissioner Hammel seconded by Commissioner Frew to adjourn Regular Session and move to Executive Session **5 Yes 0 No**  
 Moved to Executive Session at 7:20 pm.

**Motion** by Commissioner Koss seconded by Commissioner Bird to move from Executive Session and go back to Regular Session. **5 Yes 0 No**  
 Moved back to Regular session at 7:40 pm.

**Motion** by Commissioner Bird seconded by Commissioner Hammel to adjourn. 5 Yes 0 No

Meeting adjourned at 7:38 pm.

Respectfully submitted,  
 Debra L. Bax, Secretary  
 Brockport Fire District