

Brockport Fire District Commissioners
Regular Meeting Minutes
January 19, 2026

Present: Commissioners Patricia Connors, Allyn Hammel, Michael Koss, Bill Bird, Brian Frew; Treasurer Debra Kuhn; Chief Adam Leggett, Deputy Chief Jose Kast, Assistant Chief Jim Juby; Corrine Cummings, Deb Hoy, Ryan Grasso and Harris Reed.

Excused: Secretary Debra Bax

Approval of January 5, 2026 Regular Meeting Minutes

Motion by Commissioner Koss seconded by Commissioner Hammel to approve, as corrected.

5 Yes 0 No

Oaths of Office

- Commissioner Connors administered the Oath of Office for Fire Lieutenants Ryan Grasso, Ron Sabernick and Jacob Buzard.

BVFA

- President Deb Hoy – met with Deb Bax to go over various items between the district and the BVFA.
- Rob Sabernick will take the lead with the Bunk-In Program.
- Looking into some fundraising activities and planning for the 150th Anniversary.
- Meat & Grill Raffle coming up.
- Discussed the member application process. Still need to nail down some specifics (LENS & Medical). It was noted that some items relating to legal issues should be done with a paid position within the District.
- District e-mail set up for new members should have a backup person to help move updates along a little quicker. It was suggested that Mike Henry be the backup person.
- Membership application revisions – should be reviewed by legal counsel.

Chief's Report – Chief Adam Leggett

- 73 calls to date with 18 EMS calls
- Requests the Vehicle Use Policy be reviewed regarding age of members using district vehicles. Commissioner Bird will check with the insurance company to determine if the age of the person driving a district vehicle vs. a valid driver's license will affect our insurance coverage.
- Brindlee Mountain light rescue to replace 2328. Treasurer Kuhn wants to make sure that the specs are all the same, per District policy.
- 230 replacement – discussed the situation in the Village of Medina regarding the Quint they purchased but may not be able to keep. Chief Leggett will reach out to them to see where they stand with their decision to keep or sell.
- Working on updating SOGs including mandatories, recruit class and driving.
- A request was made to the Village and the Towns of Clarkson and Sweden for a copy of the EMS contract with their provider for information purposes. The Mayor responded, but no response yet from the Town Supervisors.

Deputy Chief's Report – Deputy Chief Jose Kast

- Firefighters are signed up for classes in Monroe, Genesee and Orleans County.
- Mandatories start next week.
- Sexual Harassment training – requested to be added as an administrator for the site.
- Discussed training for new members and the mileage costs. Encouraged utilizing a district vehicle.

Assistant Chief's Report – Assistant Chief Jim Juby

- Reviewed maintenance issues.
- Bunk-in Program – a committee has been formed.
- Gear – Fire Dex gear arrived. Looking into Morning Pride and Globe for other options. Were advised that Governor Hochul is trying to put into law a mandate for PFAs.
- Trying to participate in a mock job fair at the Hill School on January 30th.
- Discussed returning box to Spectrum and utilizing the App for streaming TV shows.
- Cork board near front door needs to be replaced. Requisition submitted.
- Chief's vehicle is in the process. A review of the specs should be done.

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

Treasurer's Report

- Reviewed the Financial reports. (The 2025 expenses will be moved to the 2025 final budget reporting.)
- There was a question regarding taxes on our buildings. Treasurer Kuhn will investigate further and report back.

Motion by Commissioner Hammel seconded by Commissioner Bird to approve the Treasurer's report. **5 Yes 0 No**

- Two more requisitions were presented – (1) Solar LED Flood Light for lighting up the trailer at Station 5 and (2) a new ice machine.
- Discussed the Capital Asset Policy (written by Bob Fox). Our current policy tracks items \$2,500 or more. Recommending we track \$5,000 or more for capital items.

Motion by Commissioner Bird seconded by Commissioner Frew to track capital assets of \$5,000 or more and for the Policy Committee to review/update the current policy.

5 Yes 0 No

- Discussed the tablets in the trucks that are 5 years old. Would like to replace with iPads. The original tablets that were purchased were to support a system the County was going to use, but that system was scrapped.
- Discussed issues with the computers that were changed from Microsoft to Libre.

RESOLUTION: 2025-**Payment of Bills**

BE IT RESOLVED, that the Treasurer is approved to transfer from the General Fund Money Market Account \$55,041.40 to pay the Regular Bills and \$3,684.73 for Payroll and to transfer all into the General Checking Account to pay the bills and payroll totaling \$58,726.13.

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

Secretary's Report

- Tabled to the February 2nd meeting.

New Business/Commissioners

- Website update regarding the Bunk-In Program information and application. Our IT provider, Gartland Technologies, quoted \$325 to add the Bunk-In Program information to the website.

Motion by Commissioner Koss seconded by Commissioner Hammel to approve the expense of \$325 to add the Bunk-In Program information to the website. **5 Yes 0 No**

- Discussion regarding the contract with the IT provider and what it covers.
- Discussion regarding where we are at with the testing for Greg's system.
- Discussion regarding the message board – where is that at? No decision has been made yet as the priority was to get sound in the bunk room. Commissioner Hammel will talk to Greg about it.
- Harris Reed proposed an idea for sound in the bunk room through Bryx. He was encouraged to follow up with a plan.

Commissioner Hammel:

- 52 Market Street bids – 7 bids received. Passero Associates is reviewing and there will be a Zoom meeting Wednesday morning with Passero and the grant representative. A legal notice will be needed if we are using Reserve money. A contract will need to be uploaded to the State's system, Contract Submission System. Our goal is to have the house ready for occupancy by the end of July.
- 38 Market Street – Passero went through the building to see if it's structurally sound. The general opinion is the building is sound and may need cosmetic upgrades.

Commissioner Frew:

- 2026 V Fire Grant – the grant is for \$500,000. We are submitting a list of equipment items for the grant that will come close to \$500,000.

Motion by Commissioner Bird seconded by Commissioner Koss to adjourn to Executive Session

5 Yes 0 No Public Officers Law Section 105(1)(f)

Moved to Executive Session at 7:41 PM.

Motion by Commissioner Hammel seconded by Commissioner Koss to adjourn Executive Session and move back to Regular Session **5 Yes 0 No**

Moved back to Regular Session at 7:52 PM

As there was no further business to come before the Board, Commissioner Bird made a motion to adjourn the meeting, seconded by Commissioner Frew. **5 Yes 0 No**

Meeting adjourned at 7:52 PM.

Respectfully submitted,

Patricia P. Connors
Commissioner
Brockport Fire District
38 Market Street
Brockport NY 14420