

Brockport Fire District Commissioners
Regular Meeting Minutes
August 17, 2026

Present: Commissioners Patricia Connors, Allyn Hammel, Michael Koss, Willard Bird and Brian Frew; Secretary Stacy Burke; Treasure Debra Kuhn; Attorney Ray DiRaddo; Chief Adam Leggett, Deputy Chief Jose Kast, Assistant Chief Jim Juby; BVFA President Deb Hoy.

Meeting opened at 6:13 PM with Pledge and Moment of Silence

Approval of July 20, 2026, Regular Meeting Minutes.

Motion By Commissioner Bird, Seconded by Commissioner Hammel.

5 Yes 0 No

BVFA

- Several new BVFA applicants- still in progress.
- Upcoming Events: 250th Celebration; 9/11 Remembrance Ceremony; Meat Raffel - continues & going well; Fire Fest (9/26).
- Policy change` request: Brockport Fire District Chief can now be appointed, if the candidate lives up to 1 linear mile outside of the Brockport Fire District.
- **Resolution: 2026-35:** Brockport Fire District Chief can now be appointed, if the candidate lives up to 1 linear mile outside of the Brockport Fire District.

Vote by roll call: by Commissioner Bird: **Yes**, Commissioner Hammel: **Yes**, Commissioner Koss: **Yes**, Commissioner Frew: **Yes**, Commissioner Connors: **Yes**.

Resolution passed.

Chiefs Reports:

Chief Adam Leggett

- 775 Call to date
- 147 EMS
- 4 Structure fires
- 230 replacements: Specs completed.
- 8/22 – **250th Celebration.** 236 and 238 to move out of their bays, 230 to fly flag. 2347 boat and UTV to provide coverage for the kayak race. Pumper standby at Corbett Park for fireworks along with Fire Police crowd control.
- 9/11 Vigil- Usual plans as in the past with vigil and in service crew(s). Hamlin personnel to assist.

- Halloween: Market St. will be shut down at Main St. and west of FD lot.
- Pending Nominal Compensation Legislation- for future consideration. Paid Duty Crews? Fuel Stipends. Reach out to your state reps and senators.
- Rams youth program: All active personnel not on admin leave for other mandatories have completed the training. We can now market and accept RAMs members. If you know of any 16- or 17-year-olds who would be interested, please let them know.

They have received an application from a walk up at the Arts Festival.

- Ellis Dr. Bridge is out -temporary access from the school side in place.
- Smith St. Bridge is closed
- Rt 19 South at Black Creek closed until September.
- Station 5: classroom, container paint and roll up door, washer/dryer surplus, ceiling fan and window cage, Truck Bay **bryx TV**.
- Bunk -In: Time to push marketing forward- money may be allocated for brochures etc. PIO to advertise on public forums- completion date to be announced.
- Possible Body-Cams – request for personal- funding questions, storage of information on servers, policy’s-further- discussion/quotes needed.

Deputy Chief Jose Kast

- Norther Star Physicals to be scheduled- currently April 15 & 17 dates. Contract for Northern Star to continue BVFA annual physicals- need to check date of expiration on current Northern Star contract.

Assistant Chief Jim Juby

- Reviewed maintenance report:
2347 Trax repaired and ready for winter; 233 springs replaced; 237 everything installed and is in service; 238 Hurst tool controller is still out; 230 door sensors are on order from Rosenbauer; Brow light on 230 to be replaced by EVR; Chief Leggett’s truck currently has engine issues.
- Gear/uniform: maintaining Class A for now.
- EMS- Glucose Monitor needed on each EMS vehicle- subscription needed \$200 per year, Dash Cam also needed- front and back facing- approximant cost \$100 each- will follow up with quotes.
- Community Events: Arts Festival was a success- 8 total calls received.

Resolutions: 2026-36

The following resolution was adopted by the Board of Fire Commissioners of the Brockport Fire District: Resolution to expend from “Brockport Fire District Miscellaneous Equipment and Furnishings Capital Reserve Fund” for the purchase of 4 Hydro Rams-6 inch-\$2850.00 each -not to exceed \$15,000.

Vote and upon roll call, the vote was as follows:

Commissioner Connors: Yes

Commissioners Koss: Yes

Commissioner Hammel: Yes

Commissioner Frew: Yes

Commissioner Bird: Yes

Resolutions: 2026-37

The following resolution was adopted by the Board of Fire Commissioners of the Brockport Fire District: Resolution to expend from “Brockport Fire District Miscellaneous Equipment and Furnishings Capital Reserve Fund” for the purchase of Jumbo Siamese 4-inch Hose Adapter-\$1304.75 each - not to exceed \$6,000.

Vote and upon roll call, the vote was as follows:

Commissioner Connors: Yes

Commissioners Koss: No

Commissioner Hammel: Yes

Commissioner Frew: Yes

Commissioner Bird: Yes

Resolutions: 2026-38

The following resolution was adopted by the Board of Fire Commissioners of the Brockport Fire District: Resolution to expend from “Brockport Fire District Miscellaneous Equipment and Furnishings Capital Reserve Fund” for the purchase of 1000 feet of 4” x 100’ Jafrib - \$729.75 each- Yellow Hose- not to exceed \$10,000.

Vote and upon roll call, the vote was as follows:

Commissioner Connors: Yes

Commissioners Koss: Yes

Commissioner Hammel: Yes

Commissioner Frew: Yes

Commissioner Bird: Yes

Resolutions: 2026-39

The following resolution was adopted by the Board of Fire Commissioners of the Brockport Fire District: Resolution to expend from “Brockport Fire District Miscellaneous Equipment and Furnishings Capital Reserve Fund” for the purchase of a Bailout Window & 5 feet Heavy Duty Floating Floor-\$8775.000 (Window) \$2400.00 (floor)- shipping-\$750.00- not to exceed \$15,000.

Vote and upon roll call, the vote was as follows:

Commissioner Connors: Yes

Commissioners Koss: No

Commissioner Hammel: Yes

Commissioner Frew: Yes

Commissioner Bird: Yes

Motion to accept Chief’s report by Commissioner Hammel, seconded by Commissioner Koss.

5 Yes 0 No

Treasurer Report:

- Reviewed financial statements- Operating budget should be 67 % spent to date. We are currently at 58% to date.

Motion to accept the financial reports by Commissioner Koss, seconded by Commissioner Frew.

5 Yes 0 No

- Discussion for a proposed policy regarding BVFA “re-fueling” expenditures. Currently there is a “re-fuel” /food budget for \$12,000- 72% spent to date. Discussion to follow regarding expenditures, items that are “allowable” “re-fuel” food /drink items. Pending new policy and discussions, Commissioners have requested that the BVFA reduce “re-fuel” spending, to prevent exceeding budget amount. BVFA also requests that commissioners attend monthly BVFA meetings if possible.
- Grant Application Information Form: New informational form to be filled out when grant has been applied for – included grant name; grant agency; dollar amount of grant; date when funds will be awarded; matching funds requested. Commissioners will need this information to track grants.

- Bond discussion: Contract from Bernard P. Donegan, Inc. they are a Municipal Advisor service in connection with Fire District's Capital Project financings and other financial matters. This company will aid in the discussion and preparation regarding bond proposal, in conjunction with the future bond and purchase of a Quint Bucket Truck for the Fire District.

Motion by Commissioner Hammel to sign a contract with Bernard P. Donegan, Inc. for the purpose of preparing a Bond issue for December 2026 vote, pending review of Attorney Ray DiRaddo, seconded by Commissioner Koss.

5 Yes 0 No

- Discussed the need for a small committee to be formed to meet with Bernard P. Donegan on a weekly or bi-weekly basis, to ensure all guidelines and deadlines are met regarding public notifications and resolutions to prepare for December 2026 Bond vote. Decision made to form small committee that will include Commissioner Hammel, Commissioner Koss, Treasure Debra Kuhn and Secretary Stacy Burke, to meet on a weekly basis.

Resolution: 2026-40

Payment of Bills

BE IT RESOLVED, that the Treasurer is approved to transfer from General Fund Reserve \$31,356.32 for Regular Bills; \$3,792.21 for Payroll; \$60,107.85 for Command Vehicles, \$11,703.24 for Miscellaneous Equipment Reserve to General Checking Account to pay bills and payroll totaling \$106,959.62.

Motion by Commissioner Hammel, seconded by Commissioner Bird to approve the payment of bills.

5 Yes 0 No

Secretary Report:

- Boxed files to be moved from Station 3 and placed in secured records room located at Station 1. Moving these records will create a centralized records location, to ensure the continued proper NYS records retention and disposition schedule and management.

New Business/Commissioners:

- Appointment of new Part/Time Labor/Cleaner, David Smith.

Motion by Commissioner Bird to appoint David Smith as the Brockport Fire District part/time laborer/cleaner at the rate of \$16.48/hour up to 20 hours/week, seconded by Commissioner Koss.

5 Yes 0 No

- Bunk House- 52 Market Street- Obtaining quotes for furniture for Bunk House, living room, bedrooms etc. Commissioner Frew and Commissioner Hammel have been researching several local options and will be submitting them for review and lowest quote will be taken. As per the Treasurer – funds have been budgeted and allocated for appliances and furniture and can be used from the “Operating” budget.
- All appliances have arrived at 52 Market Street, and new shutters have been installed.
- Rental Fee/Application received from Village of Brockport regarding: 52 Market Street, for the sum of \$125.00. Letter to be drafted and sent to Village of Brockport Building Department to request waiver/dismissal for fee- stating that 52 Market Street is not a rental.
- BVFA President Deb Hoy noted that the Board of Directors meeting for BVFA has been moved to: August 31, 2026 @ 7:30pm.

Executive Session:

- **Motion** By Commissioner Bird to begin Executive Session at 8:23 pm, to consult with Attorney Ray DiRaddo, seconded by Commissioner Koss.

5 Yes 0 No

- **Motion** by Commissioner Hammel to end Executive Session at 9:10 pm, seconded by Commissioner Koss.

5 Yes 0 No

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

Meeting adjourned at 9:10 pm.

Respectfully submitted,
Stacy A. Burke
Fire District Secretary