Brockport Fire District Commissioners
Regular Meeting Minutes
November 2, 2026

Present: Commissioners Patricia Connors, Michael Koss, Brian Frew; Secretary Stacy Burke; Treasurer Debra Kuhn; Attorney Ray DiRaddo; BVFA President Deb Hoy; Chief Adam Leggett, Assistant Chief Jim Juby.

Absent: Commissioner Willard Bird, Commissioner Allyn Hammel, Deputy Chief Jose Kast

Visitors: BVFA Director Jacob Vergari, Steve Pavlovych, Donnie Rhoades, Larry Vaughan and John Rombaut.

Regular Meeting opened at 6:14 pm

Approval of October 19, 2026, Regular Meeting Minutes:
Motion by Commissioner Koss to accept, seconded by Commissioner Frew.
3 Yes 0 No

BVFA

- BVFA President Deb Hoy had nothing new to report.
- BVFA Director Jacob Vergari requests the Commission to rescind their vote from October 19, 2026, regular meeting regarding the approval of following new members- they must complete their physical and LENS:
    - Anmol Bisaw- Firefighter
    - Rocky Maxwell -Firefighter
    - Xavier Hess- Firefighter
    - Olivia Chapell- Firefighter

Motion by Commissioner Koss to rescind October 19,2026 approval, seconded by Commissioner Frew.
3 Yes 0 No

Chiefs Report:

Chief Adam Leggett

- 1020 Calls to date
- 169 EMS
- 5 Structure Fires
- 20206 Average FF per call: 7.6

- Ellis Dr. Bridge out-temporary access from the school side in place.
- Rt. 104 between Rt. 19 – Rt. 260 – Now Open.
- Bunk In: Time to push marketing forward. SOG updates will be emailed. News 10, NYSAFC, Fire Bureau, FASNY, Facebook, SUNY, National Fire Radio.
- Chief Leggett submitted three critical operational upgrades, that his department feels are essential to modernizing the districts fleet, improving incident documentation, and ensuring secure, efficient access during emergency responses.
    - Fleet-Wide Transition to iPad Vehicle Tablets Apple iPads.
    - 2317 Dashcam Video Storage and Management System
    - Knox Box System Update with Bluetooth/Wi-Fi Assistance
- Chief Leggett had questions regarding the Quarter Master position at the district; he noted the extra work as well as the excellent quality of work and organization that the current Quarter Master is providing. Chief Leggett inquired if it was possible to increase budgeted hours or hourly wage for these additional duties. The commission acknowledged the excellent work and will exam the budget.

Deputy Chief Jose Kast

Deputy Chief Jose Kast was absent, Chief Adam Leggett read his submitted report.

- Training continues-
    - 11/3- Meeting
    - 11/5- "Hydrants"- Captain Harris Reed
    - 11/19 – Station #4 -The Museum
    - Vigilant -Officer Classes locked in for January 16 and 17, 2027.

Assistant Chief Jim Juby

- 238 – still leaking hydraulic fluid- ordered new seals.
- 230 – a few charging issues.
- Chief's truck cab has arrived and is getting installed, the lights and radios will be installed.
- Fire Awareness week was very busy, visited with over 2000 children and he thanked all that helped.
- Assistant Chief Juby also noted that he hit a deer with his truck- minor scratch- no major damage.

Motion by Commissioner Frew to accept Chiefs Reports, seconded by Commissioner Koss.

3 Yes 0 No

Treasurer Report:

- Facebook Charge card receipts- Treasurer Kuhn reports that there has been an issue with the Facebook receipts for the "push ads" promoting the BUNK House Program. The charge card receipts do not seem to coincide with the actual charges. Treasurer Kuhn wanted to make the commission aware of the issue. The commission will investigate the matter as well as speaking with the PIO regarding the type of account the district has with Facebook, their billing practices and making sure their invoices are sent in a timely manner.

- Online Auction Application – The District received a contract for an "on-line" auction service- Treasurer Kuhn questioned if we wanted to apply? This is a free service- there is no charge. This is a service that would allow us to surplus/scrap any items we may have via auction. As per suggestion of District Attorney Ray DiRaddio, we must review the districts policy on "disposal" to see if this is permissible. Issue will be tabled until next meeting.

Resolution: 2026-48 **Payment of Bills**

Be it resolved that the treasure is approved to transfer from General Fund Reserve to General Checking: For Payroll: $ 3457.75, Regular Bills $ 10,327.64 for a total of $ 13,785.39.

Motion to pay bills by Chairwoman Connors, seconded by Commissioner Koss
3 Yes 0 No

Secretary Report:

- Insurance Forms: The secretary spoke with Chief Leggett regarding the beneficiary insurance forms for the "cancer" files and regular insurance. The secretary has given BVFA President Deb Hoy new forms, and they will be distributed to all of the BVFA members, forms will be collected and kept in the district office. Forms should be handed into BVFA Deb Hopy by December 1, 2026. The insurance forms will also be included in the packets for new employees.
- Bond Legal Notice- informational flyer- all approved and will be sent to the newspaper for publication on November 8, 2026.

- RFP for IT Services- waiting for final approval for publication. The RFP is still going through its final review and edit and will be placed on the next agenda for final approval – prior to publication.

New Business/ Commissioners:

- Treasurer Kuhn read a request/question form Commissioner Bird – when the maintenance person was hired, the hourly rate of pay that was discussed and agreed upon was $16.80 per hour. The rate he has been receiving is $ 16.48 per hour. The rate will be adjusted/increased retroactively to reflect the original agreed upon rate of $16.80 per hour.

Motion by Commissioner Koss to increase/correct the maintenance persons hourly wage, seconded by Chairwomen Connors.
3 Yes 0 No

- Commissioner Frew announced that there would be a "Web" meeting on November 9, 2026.

Attorney Ray DiRaddo:
No comments at this time.

Executive Session:
No executive session

As there was no further business to come before the Board, Commissioner Frew made a motion to adjourn the regular meeting, seconded by Commissioner Koss. **3 Yes 0 No**

Meeting adjourned at 6:53 pm.

Respectfully submitted,
Stacy A. Burke
Fire District Secretary