

## Claryville Fire District

Minutes of September 3, 2025

The regular Meeting of the Board of Fire Commissioners of the Claryville Fire District was called to order at 6:33pm on September 3, 2025, at the Claryville Fire Department Warren Cole Hall.

**Present:** Chairman Mike Schiffer, Commissioners Tom Matthews, Andy Kremer, Dave White and Mike VanDenBerg.

**Representing the Fire Department:** Chief Paul Metzger.

**Public:** None

Minutes of the August 5, 2025, Meeting were read and approved Upon Motion by Andy, Seconded by Dave, None Opposed.

The Treasurer's Report For August 5, 2025, was read and approved Upon Motion by Andy, Seconded by Tom, None Opposed.

The Following Bills were approved for payment Upon Motion by Tom, Seconded by Andy, None Opposed.

|          |             |                      |      |                                         |
|----------|-------------|----------------------|------|-----------------------------------------|
| 500.00   | personnel   | treas                | 1013 | Altair Service 216, LLC. / Paul Metzger |
| 300.00   | personnel   | sec                  | 1014 | Anne-Marie Kremer                       |
| 1,800.00 | building    | rent                 | 1015 | Claryville FD                           |
| 166.95   | util        | telephone & internet | 1016 | Spectrum / Charter Communications       |
| 92.08    | util        | telephone            | 1017 | Verizon                                 |
| 735.35   | util        | elec                 | 1018 | Central Hudson                          |
| (107.26) | util        | elec                 | 1018 | Central Hudson                          |
| 15.00    | contract    | notices              | 1019 | Ye Olde Tri-Valley Townsman             |
| 81.52    | contract    | office supplies      | 1020 | Paul Metzger                            |
| 8.55     | equipt      | misc supplies        | 1021 | Claryville Fire Department              |
| 39.91    | equipt      | misc supplies        | 1021 | Claryville Fire Department              |
| -        | VOID        | VOID                 | 1022 |                                         |
| 590.00   | equipt      | ppe                  | 1023 | Premier Printing                        |
| 1,200.00 | fire equipt | repair/maint         | 1024 | TruckPro                                |
| 1,105.00 | fire equipt | SCBA Service         | 1025 | Haight Fire Equipment Supply            |
| 1,600.00 | fire equipt | maint TNT            | 1026 | Extrication Concepts                    |
| 148.00   | equip       | misc equipt          | 1026 | Extrication Concepts                    |
| 340.50   | equipt      | ppe                  | 1027 | Haight Fire Equipment Supply            |

### Fire Chief's Report:

#### Sept 2025 Report

1 Call in Aug

- 8/3 MVA on Denning Rd (at Larry's house), 11 members, 65-61, 65-32.

#### Drills/Training/Public Service - 3 Drills

- Equip. Checks
- Drafting with 31 and 61
- Wildland Fire Equipment Training

#### Other

- Participated in GFD Funeral
- Tri Valley Bear Bash
- Drive Team at NFD canceled – washed 61

**Committee Reports:** Drafting site/standpipe update from Tom. A new unit is being used by the Westbrook Fire Dept. that may be useful for Claryville. Tom will investigate. The cost appears to be around \$600.00.

#### **Old Business:**

Policies for Review:  
11, 12, 13, 15.

#11 Strike 3<sup>rd</sup> and 4<sup>th</sup> bullet-Drug and alcohol policy in Section 4.

#12 Foil Section 1A typo; instead of phone number put Claryville Fire District email – “contact records access officer at Claryville Fire District”.

Multiple typos corrected.

Section 6 – Strike whole thing.

Section 7 – Change lawyer to Nicole Strippoli.

#13 – No comment

#15 – No comment ; residency requirement OK

Procurement Policy #9 Anything over \$20,000.00 must go through State process; must go out to bid.

\$10,001.00 – \$ 19,999.00 – must have 3 or more written quotes.

Investment Policy # 8 – Follow up to question of what are insurance limits – the equivalent of FDIC up to \$250,000.00 per account. Accounts are fully collateralized by M&T bank (custodian bank). Propose to put up to one million dollars at Hudson Valley Credit Union.

Policy # 9 – Procurement, and Policy # 8 – Investment, were adopted with changes Upon Motion by Tom, Seconded by Mike V., None Opposed.

*All policies adopted as of August 5, 2025.*

**Old Business continued...**

A Motion made by Andy to adopt the proposed Budget , Seconded by Mike , None Opposed.

Extrication Concepts – When extrication tools were serviced, Dave Chase never sent an invoice for 4 pins. The invoice is added to the Bills and voucher will be signed, dated August 3, 2025, at the October meeting.

**New Business:**

When the Search and Rescue Team is deployed equipment will be requested from different fire stations. Low angle rescue is the emphasis of Search and Rescue Team. Claryville is one of the cornerstone departments for Search and Rescue. It is the Chief's call as to which agency will respond.

**Adjournment:** The Meeting was adjourned at 7:49 pm Upon Motion by Tom, Seconded by Andy, None Opposed.

Respectfully Submitted.

Anne-Marie Kremer/Secretary