

Claryville Fire District

Minutes December 2, 2025

The regular Meeting of the Board of Fire Commissioners was called to order at 6:38 pm, December 2, 2025, at the Claryville Fire Department Community Hall.

Present: Chairman/Commissioner Mike Schiffer, Commissioners Tom Matthews, and Andy Kremer.

Representing the Fire Department: Chief Paul Metzger, and 2<sup>nd</sup> Assistant Chief Glenn VaDenBerg.

Public: None

Minutes of the November 4, 2025 Meeting were read and approved Upon Motion by Andy, Seconded by Tom, None Opposed.

The Treasurer's Report for November 4, 2025 was read and approved Upon Motion by Tom, Seconded by Mike S., None Opposed.

Communication and Bills: The following Bills were approved for payment Upon Motion by Andy, Seconded by Tom, None Opposed.

500.00	personnel	treas	1060	Altair Service 216, LLC. / Paul Metzger
300.00	personnel	sec	1061	Anne-Marie Kremer
1,800.00	building	rent	1062	Claryville FD
166.95	util	telephone & internet	1063	Spectrum / Charter Communications
92.70	util	telephone	1064	Verizon
721.62	util	elec	1065	Central Hudson
265.07	util	lpg	1066	Rez-Bear Energy
70.00	personnel	election clerks	1067	Anne-Marie Kremer
70.00	personnel	election clerks	1068	Edith Chewiwi
70.00	personnel	election clerks	1069	Reyna Chewiwi
608.76	fire equipt	repair/maint	1070	Bill Leuderman
4,710.12	equipt	rope rescue	1071	RocknRescue.com
2,283.80	equipt	rope rescue	1071	RocknRescue.com
423.80	equipt	rope rescue	1071	RocknRescue.com
1,686.99	equipt	rope rescue	1072	Claryville Fire Department / Rigging Warehouse
37.79	contract	office supplies	1073	Paul Metzger (Amazon)
38.89	equipt	misc supplies	1073	Paul Metzger (Harbor Freight)
60.82	equipt	misc supplies	1073	Paul Metzger (Amazon)
2.47	equipt	misc supplies	1073	Paul Metzger (Amazon)
9.71	equipt	misc supplies	1073	Paul Metzger (Amazon)
976.91	equipt	computers	1073	Paul Metzger (Amazon)
43.17	equipt	computers	1073	Paul Metzger (Amazon)
2,226.00	building	other	1074	Claryville Fire Dept
451.00	equipt	misc supplies	1074	Claryville Fire Dept
310.00	equipt	hose	1075	Haight Fire Equipment Supply
243.90	equipt	misc equipt	1075	Haight Fire Equipment Supply
894.00	equipt	flashlight	1075	Haight Fire Equipment Supply
460.75	fire equipt	fire ext maint	1075	Haight Fire Equipment Supply
300.00	contract	assoc fees	1076	Association of Fire Districts of the State of NY
296.00	equipt	PPE	1077	Everyday Apparel

Communications: Tom gave the Memorandum from the Division of Criminal Justice Services to the Secretary concerning the 2025 Annual Validation of Police Officer and Peace Officer Registry Data.

### **Fire Chief's Report:**

#### **December 2025 Report**

- 4 Drills run in November:
  - Equipment Checks, Air Bags/Rescue Jacks overview, Scene lighting, Truck winterization.
- 6 Calls:
  - 11/1 Wires down. 6 members, 65-5, 65-32 responded
  - 11/2 Wires down. 12 members, 65-1, 65-3, 65-7, a65-51, 65-61 responded
  - 11/4 Wires down investigation. 2 members, 65-5
  - 11/15 Wires down. 9 members, 65-3, 65-5, 65-7, 65-32 responded
  - 11/17 Tree down. 2 members. 65-3, 65-5 responded
  - 11/18 MA Structure Fire, Neversink. 8 members, 65-2, 65-3, 65-5, 65-32 responded
- Upgraded rope rescue equipment ordered
- 2 new generators purchased and installed in 56-61 and 65-63
- New office computer and new IAR computer for main station installed

**Committee Report:** Tom, Paul, and Mike S. attended the Sullivan County Fire Commissioners Meeting. Dave Dennison announced that the State will no longer cover non-Fire District vehicles that go to a call that is out of District. One suggestion is to purchase a used truck to carry a 5-person crew to a call. The truck could also be used to transport members for training purposes. It would necessitate an additional bay on the Fire House. The Company will apply for a grant to add another bay anyway to use for equipment storage. The Commissioners will re-visit the issue at future Meetings.

Old Business: Tom presented a revised quote for a camera security system for the truck house: 4 cameras for \$4,550.00. Tom made the motion to approve installation of the system in 2026, Seconded by Andy, None opposed.

The contractor for the substation at Frost Valley (Company is paying for this) will work from the inside out.

Records Retention Policy Draft due from Anne-Marie.

Seven copies of the policy book will be ordered from Liberty Press.

**New Business:**

- Trucks need new plates – need to apply for certificates of ownership for some vehicles, unless they can be found in the files.
- Lights on 61 – figured out how not to stall the generator.
- Hudson Valley Bank Collateralization: Paul, Mike S. and Andy K. named as contacts.
- Credit card for District may be available from HVCU in 2026.

**Resolution:**

December 2, 2025 : The following change to 2025 appropriations is hereby approved by the Board of Fire Commissioners:

\$10,200 appropriation increase to A3410.2 – Equipment to cover 2025 expenses.

Funds transferred from: A3410.4 - Contractual Expenses

\$13,200 appropriation increase to A9901.9 - Transfers to Reserves. Funds will be used to deposit \$4400 each in Equipment, Repair, and Capital reserves. Funds transferred from:

\$3,750 - A917 - Net Opening Balance

\$2,238 - A2401 - Interest

\$5,000 - A3410.1 - Personnel

\$2,212 - A3410.4 - Contractual Expenses

Andy made the motion to approve the Resolution to add \$4,400.00 to each of the Capital Reserves reallocating money from contractual expenses.

- Jill Holland sent out an email about long-term planning. The Comptroller is being more active, and it is recommended to create a narrative for long-term planning for the purposes of transparency.

The Meeting was adjourned at 7:46 pm by Mike S. Seconded by Andy, None Opposed.

Respectfully submitted,  
Anne-Marie Kremer/Secretary