

VICTOR FIRE DISTRICT  
**Board of Fire Commissioners Meeting Minutes**  
**December 16, 2025, 06:00 PM**

**Call to Order:**

A regular meeting of the Board of Fire Commissioners for the Victor Fire District was called to order by Chairman Barry in compliance with the Open Meetings Law at 6 PM.

**Pledge of Allegiance:**

The Chairman led the Pledge of Allegiance

**Roll Call/ Affirmation of Quorum:**

<b>Board Member</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>
Commissioner Barry	X		
Commissioner Keyes	X		
Commissioner Kowal			X
Commissioner Matteson			X
Commissioner Palmer	X		

A quorum was declared by the Chairman and the business of the District proceeded.

**Others Present**

<b>Officer</b>	<b>Present</b>
District Treasurer McAdoo	X
District Secretary Kirk	X
District Chief Lamarco	X
Deputy Chief Militello	
Fire District Attorney Fingar	
VFD Inc President Benjamin	

Jason Maier, Kate Gruenfelder

**Approval of Bills**

Commissioner Keyes made a motion to approve payment of invoices, with the exception of voucher #25-376 shown on the Abstract dated December 2, 2025, in the amount of \$172,088.33; seconded by Commissioner Palmer and carried: 3 Ayes; 0 Nays. [Note: Chief's Report from November received and filed]

**Old Business** – None

**New Business**

**Approve Equipment Lease Agreement -- TABLED**

The Board discussed the proposed resolution and the last minutes changes. Decided by consensus to table the motion until approved by District Attorney, District Insurance Agent, and the Town of Victor.

WHEREAS, under the Town of Victor Fire Protection District No. 2 contract, the Town of Victor will provide the District with access to and use of a newly equipped fire pumper pursuant to a lease for the term of the fire protection services agreement;

WHEREAS, the Fire District Attorney has reviewed the proposed lease agreement, attached hereto as Appendix A, and has found it acceptable as to form and compliance with applicable New York State law;

WHEREAS, an itemized inventory of all equipment to be delivered with the pumper has been submitted to the Town of Victor in accordance with required records-management and asset-tracking procedures;

WHEREAS, the Town of Victor has approved the District's request to redesignate the apparatus as Unit 2712 and to authorize rebranding consistent with the Victor Fire District's approved logo and color scheme; and,

WHEREAS, the Board of Fire Commissioners has reviewed the proposed lease and determined that it complies with the District's Procurement Policy and applicable fiscal requirements, including General Municipal Law and NYS Office of the State Comptroller guidance; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners hereby approves the lease agreement with the Town of Victor, as set forth in Appendix A, for the consideration of one dollar (\$1.00), such amount having been determined to be nominal and permissible for intermunicipal agreements; and

RESOLVED, that the Chairman of the Board of Fire Commissioners is authorized and directed to execute said lease on behalf of the District and to take any additional administrative actions necessary to effectuate this resolution.

**Resolution #2025-115 - Purchase Authorizations**

On motion of Commissioner Palmer seconded by Commissioner Keyes the following resolution was adopted: 3 Ayes; 0 Nays

WHEREAS the Board of Fire Commissioners received requests to make the following purchases:

No.	Item	Budget Code	Amount (USD)
1	Replacement of RPZ	204.1	4423.13

WHEREAS, the Board of Fire Commissioners have reviewed the purchases, found they meet the District's Procurement Policy, and are needed for the safe and efficient operation of the Fire District; now, therefore, be it

RESOLVED to authorize the issuance of a purchase order and to purchase the items as indicated.

**Commissioner's Remarks**

Commissioner Palmer expressed his appreciation for the work of the Board throughout the year and specifically commended Secretary Kirk for her prompt assumption of duties and her additional assistance, including support provided during the cleanup following the recent Chiefs' Christmas Party.

Commissioner Barry thanked the Board for its work during the year of his term as Chairman. He also expressed his appreciation to Chief Lamarco and Treasurer McAdoo for their efforts in managing the complexities associated with the dissolution of Fishers.

**Next Board Meetings:**

Annual Organization Meeting: Tuesday, January 13, 2026

**Adjournment:**

The Chairman declared the meeting adjourned at 6:37 PM.