VICTOR FIRE DISTRICT

Board of Fire Commissioners Meeting Minutes

September 8, 2026, 05:30 PM

Call to Order:

A regular meeting of the Board of Fire Commissioners for the Victor Fire District was called to order by Commissioner Barry in compliance with the Open Meetings Law at 5:30 PM.

Pledge of Allegiance:

The Chairman led the Pledge of Allegiance

Roll Call/ Affirmation of Quorum:

Board Member	Present	Excused	Absent
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:

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

Mark Haggett, Mark Militello

Approval of Minutes from August 11, 2026

Commissioner Palmer motioned to approve the minutes from the August 11, 2026, Regular Meeting; seconded by Commissioner Kowal and carried: 4 Ayes; 0 Nays

Approval of Minutes from August 25, 2026

Commissioner Keyes motioned to approve the minutes from the August 25, 2026, Regular Meeting; seconded by Commissioner Palmer and carried: 4 Ayes; 0 Nays

Approval of Bills

Commissioner Keyes made a motion to approve payment of invoices in the amount of $91,851.17 seconded by Commissioner Palmer and carried: 4 Ayes; 0 Nays

Correspondence

The District received 1 survey results

Reports

District Treasurer Report: Read and is on file.

District Secretary Report: Read and is on file.

Chief's Report: Read and is on file.

Inc Report: Read and is on file.

Old Business

Resolution #26-100 –Authorization License to Empire Access

On motion of Commissioner Keyes, seconded by Commissioner Kowal, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, Empire Access has submitted plans and related materials for the expansion of its existing fiber optic facilities on District property at 34 Maple Avenue, Victor, New York; and

WHEREAS, the Board of Fire Commissioners has reviewed the proposed installation;

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes Empire Access to install and maintain an additional fiber optic cabinet and related improvements substantially in accordance with the plans dated August 19, 2026; and

BE IT FURTHER RESOLVED, that the District Treasurer is authorized to execute the necessary license and related documents, subject to review and approval by District counsel.

Resolution #26-101 –Approving Change Order to EIFS Repair Project.

On motion of Commissioner Keyes, seconded by Commissioner Kowal, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, by Resolution No. 26-90, the Board of Fire Commissioners awarded the EIFS Repair Project to MRB Construction, Inc. in the amount of $95,587.50, and subsequent inspection, including drone inspection, revealed more extensive deterioration requiring a revised scope of work;

WHEREAS, the Board has reviewed the proposed change order and supporting materials, that are further described in Attachment A, which reflect the additional EIFS work

necessary to obtain the manufacturer's fifteen-year warranty by this manufacturer-certified installers, and the removal of the brick work so that only critical brick repairs will be completed at this time; and

WHEREAS, the Fire District Treasurer has identified sufficient funds within the current budget; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners hereby approves the change order and revised scope of work, increasing the total authorized contract amount with MRB Construction, Inc. to an amount not to exceed $187,001.00; and be it further

RESOLVED, that the Chairman is authorized to execute any necessary documents, subject to review and approval by District legal counsel.

New Business

Resolution #26-102 –Adoption of 2027 Preliminary Budget

On motion of Commissioner Palmer, seconded by Commissioner Keyes, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, Chief Lamarco has presented budget requests for 2026 to the Board of Fire Commissioners for their review and comment;

WHEREAS, District Treasurer McAdoo has assembled the budget requests into a proposed budget for 2026;

WHEREAS, the Board of Fire Commissioners previously approved an override to the real property tax cap for 2027 in Resolution #26-18; and,

WHEREAS, the Board of Fire Commissioners have carefully considered, discussed, and modified the proposed budget, and found the proposed appropriations are necessary for the safe and efficient operation of the Fire District in 2027; now, therefore, be it

RESOLVED the Board of Fire Commissioners hereby approves the 2027 Preliminary Budget; and,

RESOLVED that the District Secretary posts and files the Preliminary Budget, and prepares the notice of budget hearing, as required by law.

Resolution #26-103 - Purchase Authorizations

On motion of Commissioner Keyes, seconded by Commissioner Kowal, the following resolution was adopted: 4 Ayes; 0 Nays

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

No.	Item	Budget Code	Amount (USD)
1	IT Network Infrastructure Components	204.1.2	15,804.00
2	TIC (2713)	202.4	2,925.85

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.

Resolution #26-104 –Authorization to purchase 2027 Chevrolet Tahoe

On motion of Commissioner Palmer, seconded by Commissioner Keyes, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, in Resolution #26-81, the Board of Fire Commissioners adopted an updated apparatus replacement schedule that included replacing the 2023 Ford Interceptor in 2027;

WHEREAS, as the manufacturer has a limited window to place orders for the 2027 models, the Board of Fire Commissioners, based on the recommendation of Chief Lamarco, has deemed it necessary to replace the existing vehicle with a 2027 Chevrolet Tahoe with necessary upfitting for graphics, cabinet/ lights, and radio;

WHEREAS, the price of the vehicle under state bid contract PC68975 from Barnard Chevrolet is $59,891.93, which will be appropriated in part from a transfer from the Apparatus Repair and Replacement Capital Reserve Account to the Operating Account identified in Resolution #26-114 which is subject to a permissive referendum;

WHEREAS, the necessary upfitting for graphics, cabinet/ lights, and radio will be determined at a later time; and

WHEREAS, the intent is to declare the existing vehicle surplus upon confirmation of delivery of the new vehicle on a future resolution, which will be subject to a permissive referendum; now, therefore, be it

RESOLVED that the Board of Fire Commissioners hereby authorizes Chief Lamarco the authority to purchase the 2027 Chevrolet Tahoe contingent upon the completion of the permissive referendum process for the transfer of the capital reserve funds as provided for in Resolution #26-114; and

RESOLVED that Treasurer McAdoo is directed to issue any necessary purchase orders in furtherance of this purchase.

Resolution #26-105 –Authorization to purchase 2027 Chevrolet Silverado 2500

On motion of Commissioner Palmer, seconded by Commissioner Keyes, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, in Resolution #26-81, the Board of Fire Commissioners adopted an updated apparatus replacement schedule that included replacing the 2012 Ford F450 in 2027;

WHEREAS, as the manufacturer has a limited window to place orders for the 2027 models, the Board of Fire Commissioners, based on the recommendation of Chief Lamarco, has deemed it necessary to replace the existing vehicle with a 2027 Chevrolet Silverado 2500 with necessary upfitting for graphics, cabinet/ lights, and radio;

WHEREAS, the price of the vehicle under state bid contract PC68975 from Barnard Chevrolet is $72,931.23, which will be appropriated in part from a transfer from the Apparatus Repair and Replacement Capital Reserve Account to the Operating Account identified in Resolution #26-114, which is subject to a permissive referendum;

WHEREAS, the necessary upfitting for graphics, cabinet/ lights, and radio will be determined at a later time; and

WHEREAS, the intent is to declare the existing vehicle surplus upon confirmation of delivery of the new vehicle on a future resolution, which will be subject to a permissive referendum; now, therefore, be it

RESOLVED that the Board of Fire Commissioners hereby authorizes Chief Lamarco the authority to purchase the 2027 Chevrolet Silverado 2500 contingent upon the completion of the permissive referendum process for the transfer of the capital reserve funds as provided for in Resolution #26-114; and

RESOLVED that Treasurer McAdoo is directed to issue any necessary purchase orders in furtherance of this purchase.

Resolution #26-106 –Authorization for FF 272 & 277 to Attend Advanced Training

On motion of Commissioner Palmer, seconded by Commissioner Keyes, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, General Municipal Law 72-g and Victor Fire District Policies require training opportunities at the local level where costs or fees are involved must be authorized by the Chief and approved by resolution of the Board of Fire Commissioners prior to attendance;

WHEREAS, at Bristol Fire Department, NYS Associations of Fire Chiefs is holding a Flashover training course over 2 days, October 10 - 11, 2026;

WHEREAS, Firefighters Nicholas Polidori and Brayden Murphy have requested permission to attend this training to further their development as a firefighter;

WHEREAS, Chief Lamarco has authorized this training; now, therefore, be it

RESOLVED that the Board of Fire Commissioners authorizes Firefighters Polidori and Brayden Murphy to attend the Flashover Training in Bristol NY on October 10 -11, 2026;

RESOLVED, that any necessary expenses will be paid for by the Fire District as is consistent with the Travel Expense and School & Training policies; and

RESOLVED, that the expenses for this training will be assigned to A3410.403.11 Training – Fire

Resolution #26-107 –Authorization for Firefighters to Attend Crash Course

On motion of Commissioner Keyes, seconded by Commissioner Kowal, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, General Municipal Law 72-g and Victor Fire District Policies require training opportunities at the national level must be authorized by the Chief and approved by resolution of the Board of Fire Commissioners prior to attendance;

WHEREAS, Crash Course Village, a 501(c)3 corporation, based in Dayton, Ohio, provides fire and rescue departments specialized rescue and extrication training;

WHEREAS, Chief Lamarco wishes to authorize two firefighters to be named at a later date to attend this training; and,

WHEREAS the Board of Fire Commissioners have reviewed the written justification for attending Crash Course, as shown in Attachment A, and finds that it is necessary, in the public interest, and provides training not available within a reasonable time period or distance within New York; therefore, now, be it

RESOLVED, the Board of Fire Commissioners authorizes Chief Lamarco to reserve two seats for the Crash Course utilizing one of the chief's vehicles on dates to be determined, at Calamityville Training Complex, Fairborn, Ohio, including hotel rooms for two nights;

RESOLVED; that Chief Lamarco submit the names of the recommended members to the Board of Fire Commissioners for their approval prior to the scheduled event;

RESOLVED, that the attendees are authorized to use one of District Credit Cards for expenses on the condition they review the travel policy with the Deputy Treasurer prior to departure and with the understanding that any expenses not determined to be consistent with the travel policy shall be refunded to the District within 30 days of notification; and,

RESOLVED that the expenses for this training will be assigned to A3410.403.11.7 Training -Crash Course.

Resolution #26-108 –Authorization for Firefighters to Attend FDIC

On motion of Commissioner Kowal, seconded by Commissioner Palmer, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, General Municipal Law 72-g and Victor Fire District Policies require training opportunities at the national level must be authorized by the Chief and approved by resolution of the Board of Fire Commissioners prior to attendance;

WHEREAS, the Fire Department Instructor's Conference (FDIC) provides fire and rescue departments classroom, workshop, and hands-on fire, rescue, and emergency response training for attendees from across the world;

WHEREAS, Chief Lamarco desires to have up to four firefighters attend this training; and,

WHEREAS the Board of Fire Commissioners have reviewed the written justification for attending FDIC, and finds that it is necessary, in the public interest, and provides training not available within a reasonable time or distance within New York; therefore, now, be it

RESOLVED, the Board of Fire Commissioners authorizes up to four firefighters to be named and approved at a later date, to attend FDIC International utilizing the 2763

vehicle, from April 12-17, 2027, at the Indiana Convention Center, Indianapolis, Indiana, including hotel rooms for six nights;

RESOLVED, that the attendees are authorized to use one of District Credit Cards for hotel and travel expenses on the condition they review the travel policy with the Treasurer prior to departure and with the understanding that any expenses not determined to be consistent with the travel policy shall be refunded to the District within 30 days of notification;

RESOLVED that the expenses for this training will be assigned to A3410.403.11.3 Training -FDIC.

Resolution #26-109 –Appointment of BLSFR Medical Director and Authorization to Submit NYSDOH Renewal

On motion of Commissioner Keyes, seconded by Commissioner Kowal, the following resolution was adopted: 3 Ayes; 0 Nays; 1 Abstain (Palmer)

WHEREAS, the Victor Fire District operates a Basic Life Support First Response ("BLSFR") program under its municipal authority, and New York State Department of Health requirements provide for physician medical oversight and require BLSFR agencies to maintain current agency and medical director information; and

WHEREAS, the Fire Chief has recommended the appointment of Dr. Andrew Bragg as Medical Director for the District's BLSFR program, and the Board of Fire Commissioners has reviewed the recommendation; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners hereby appoints Dr. Andrew Bragg as Physician Medical Director for the Victor Fire District BLSFR program, subject to completion of all applicable NYSDOH and regional EMS requirements; and be it further

RESOLVED, that the Fire Chief is hereby authorized to prepare, execute on behalf of the District where authorized, and submit the District's BLSFR renewal/update and all related documentation required by the New York State Department of Health and applicable regional EMS authorities, and to take such administrative actions as are necessary to maintain the District's BLSFR program.

Resolution #26-110 –Appointment of Election Inspectors

On motion of Commissioner Keyes, seconded by Commissioner Palmer, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, the Board of Fire Commissioners designated the hours for fire district elections from 6:00 pm to 9:00 pm prevailing time as part of their adopted election policy;

WHEREAS, pursuant to Town Law §175, the Board of Fire Commissioners must appoint one chairman and between two and four electors to serve as election inspectors for the annual fire district elections;

WHEREAS, Fire District Secretary Kirk has provided a recommendation to appoint three electors in the event one elector has a conflict; now, therefore, be it

RESOLVED, the Board of Fire Commissioners appoints Cecile Brindisi as Chairman and Constance Krauza, Sara Dibble, & Jim Spawton as Inspectors for the 2026 Fire District Election, paid $70 each as compensation of their services, which is the maximum allowed by law.

Resolution #26-111 –Authorization to Enter into Wellness Program.

On motion of Commissioner Keyes, seconded by Commissioner Palmer, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, the Board of Fire Commissioners has created committee to explore additional ways to expand the benefits for volunteering;

WHEREAS, this Committee recommends a one-year trial membership in the YMCA Corporate Partners in Health, which will give members opportunity for discounted membership rates for access YMCA of Greater Rochester branches and programs;

WHEREAS, the Board of Fire Commissioners believes this program can provide additional financial and wellness benefits to its members; now, therefore, be it

RESOLVED, that the Fire District Treasurer enroll the Victor Fire District into the YMCA Corporate Partners in Health program on a one-year trial basis;

RESOLVED, that the First District Secretary will communicate the details of the program with the members of the Victor Fire Department; and,

RESOLVED, that the expenses for this program will be assigned to A3410.408.6 – General District Expenses.

Resolution #26-112 –Authorization for Volunteer Participation in Vision and Dental Plans

On motion of Commissioner Palmer, seconded by Commissioner Kowal, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, the Board of Fire Commissioners established a committee to explore additional benefits for volunteer firefighters, and following its review and recommendation, the Board has determined that eligible volunteers should be permitted to participate in the District's vision and dental benefit plans, subject to applicable plan and carrier requirements; and

WHEREAS, General Municipal Law § 92-a(7) requires participating volunteer firefighters to bear the full cost of such participation; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners hereby authorizes eligible volunteer firefighters to participate, on a voluntary basis, in the District's vision and dental benefit plans, provided that the participating volunteer shall be responsible for the full cost of coverage and the District shall make no contribution toward any premium; and be it further

RESOLVED, that the District Treasurer and District Secretary are authorized to take such administrative actions as are necessary to implement enrollment and communicate the program to eligible volunteers, subject to applicable carrier requirements and review by District legal counsel.

Resolution #26-113 –Motion to Approve Budget Transfers

On motion of Commissioner Palmer, seconded by Commissioner Keyes, the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, to maintain balanced budget lines within the 2026 budget, Treasurer McAdoo recommended inter-budget transfers as fully described in Attachment A; and,

WHEREAS the Board of Fire Commissioners have reviewed and discussed the transfers and found they are consistent with good financial practices; now, therefore, be it

RESOLVED the Board of Fire Commissioners approve the inter-budget transfers as shown.

Resolution #26-114 – Transfer Funds from Apparatus Reserve to the General Operating Account

On motion of Commissioner Keyes, seconded by Commissioner Palmer, the following resolution was adopted: 4 Ayes; 0 Nays

RESOLVED, that pursuant to Section 6-g of the General Municipal Law, as amended, the Victor Fire District does hereby authorize the transfer of a sum not to exceed $130,000 from its Apparatus Repair & Replacement Reserve to the District's General Operating

Account for continued Fire District operations including the acquisition of a utility vehicle and a fire chief vehicle for Fire District purposes and services related thereto.

No expenditure shall be made except upon authorization of the Board; and it is further

RESOLVED, that this resolution is subject to a permissive referendum as provided by Section 6-g of the General Municipal Law.

Resolution #26-115 –Resolution Declaring Equipment Surplus and Authorizing Sale

On motion of Commissioner Palmer, seconded by Commissioner Kowal the following resolution was adopted: 4 Ayes; 0 Nays

WHEREAS, pursuant to Town Law §176(23), the Board of Fire Commissioners may sell or otherwise dispose of Fire District property that is no longer necessary for District uses or purposes, subject to the applicable valuation and referendum requirements;

WHEREAS, the Victor Fire District owns a Bauer UNII/13H SCBA fill station, serial no. 026719 (the "Asset"), which the Board has determined is no longer necessary for Fire District uses or purposes; and

WHEREAS, the Board has received and reviewed an appraisal prepared by Jerome Fire Equipment estimating the fair market value of the Asset at $7,000 to $10,000, and therefore determines that the Asset has a fair market value of less than $20,000; now, therefore, be it

RESOLVED, that the Board of Fire Commissioners hereby declares the Asset to be surplus property and authorizes the Fire District Treasurer to offer it for sale through a reputable broker or municipal/public auction service upon terms reasonably calculated to obtain the best price or maximum financial benefit for the Fire District;

RESOLVED, that the Asset shall be sold "AS IS, WHERE IS, WITH ALL FAULTS," without representation or warranty, with all removal and transportation costs borne by the purchaser, and the Fire District reserves the right to reject any and all bids or offers when determined to be in its best interests; and

RESOLVED, that the Treasurer is authorized to execute any ministerial documents and take any actions reasonably necessary to complete the sale and shall deposit all sale proceeds into the Fire District Operating Account.

Public Comments

Next Board Meetings

Next Meeting: September 29, 2026

Next Regular Meeting: October 13, 2026

Adjournment

The Chairman declared the meeting adjourned at 6:46 PM.

Attachment A

Interbudget Transfers

From					Transfer to		
Code	Budget	Tsfr Amount	Adj Budget		Code	Budget	Adj Budget
A3410.401.10.1	Contingency	$ 820.00	$ 596.00		A3410.401.9	Cell Telephone Rein	$ 7,320.00
A3410.403.16.2	Operational - FPL	$ 7,000.00	$ 1,550.00		A3410.403.5.1	Repair - equipment	$ 13,000.00
A3410.404.9.1	Contingency	$ 750.00	$ 2,250.00		A3410.404.8.2	Chief 2701 (25B Ch	$ 1,950.00
A3410.406.10	HVAC Inspection	$ 1,500.00	$ 5,500.00		A3410.406.3.1	Building Access Cor	$ 7,550.00
A3410.406.16	Contingency	$ 700.00	$ 475.00		A3410.406.17	Kitchen Hood Clean	$ 1,300.00
A3410.408.21.1	Administrative - C	$ 540.00	$ 1,000.00		A3410.408.15	Public Notices	$ 1,190.00