MENDON FIRE DISTRICT
Board of Commissioner
District Meeting Minutes (Approved)
September 10th, 2026

ROLL CALL (meeting called to order 19:02 hrs. on 08/13/2026 by R. Wilsey)

PRESENT	NAME	CAPACITY	NOTES
Yes	Arman, Mike	MFD Vice President	
No	Baumer, Heidi	Treasurer	
Yes	Considine, Dan	Commissioner	
No	Fletcher, William	General Counsel	
Yes	Francesco, Gregory	MFD Training officer	
Yes	Friedlander, David	MFD Deputy Chief	
Yes	Joint, Richard	Commissioner	
Yes	Chip Knapp	MFD President	
Yes	Sellman, Tom	Secretary	
Yes	Shipe, John	Commissioner	
No	Shuler, Steve	Commissioner	
Yes	Tschiderer, Steve	MFD, Chief	
Yes	Wilsey, Ryan	Commissioner (Chairman)	

OTHER ATTENDEES NOTED

NAME	CAPACITY	NOTES
Jim Thompson	New Member Candidate	Introduction to the Board

PUBLIC COMMENT

With no public comment requested, MFD President Knapp took the opportunity to introduce Jim Thompson, (spouse of MFD Auxiliary member Laurie Thompson) who has expressed a desire to join the Mendon Fire Department and has observed a portion of the Departments extrication training series. Introductions were shared as well as Jim's background. He was reminded of the upcoming Sept.14th Department meeting.

CALENDAR / MEETING ROOM REQUEST REVIEW

R. Wilsey motioned to approve the following calendar requests: two new events and a date change for an existing request. This was seconded by J. Shipe and passed by unanimous consent of those present: 4-0-0

11-18-2026 NY Ski Racing Assoc. 9 AM – 3 PM <Baumer, Shipe sponsors>
12-5-2026 Mendon Community Nursery School Ginger Bread House 9 AM–2 PM <Tschiderer sponsor>

Change from 10-07-2026 to 10-28-2026 NY Forestry Assoc. <M. Arman sponsor>

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SECRETARY ITEMS

Past Meeting Minutes -- J. Shipe motioned that the minutes for the August 13th 2026 District meeting be approved. This was seconded by D. Joint and passed by unanimous consent by those present: 4-0-0.

Date Reminders --

AFDSNY annual meeting in Saratoga Springs (Oct 7-10)
MFD Budget Hearing & District Meeting (Oct 22)
District Meeting (Nov 19th)
District Elections (Dec 8th) [R. Wilsey term expiration]

Surplus Chief Vehicle Bids Received & Revealed Sept 3th

Name	Bid Amount	Date Received	Time Received	Address
Marion Fire	$ 2600	08/31/2026	16:30	Marion, NY
Doug Barber	$ 3025	09/01/2026	07:30	Honeoye Falls, NY
D. Kyle Fischer	$ 3800	09/01/2026	11:10	Victor, NY
Larry Caffarelli	**$ 5525**	09/01/2026	12:13	Victor, NY
Kevin Junge	$ 3000	09/01/2026	13:27	Mendon, NY

R. Wilsey motioned that the highest bid from Mr. Caffarelli be accepted. This was seconded by D. Joint and passed by unanimous consent by those present: 4-0-0.

MENDON FIRE DEPT BOARD OF DIRECTORS REPORT (by MFD President C. Knapp)

- Request introduced for up to $ 1100 for an 18-slot community CPR course on/around Oct 24th (9am-1pm). In response to a question regarding if MFD members (in the context of the std. Nov CPR training) R. Wilsey suggested the Nov dates be strongly advertised to the membership, but then note this Oct date would provide a backup in case of schedule conflicts for the MFD member.
  R. Wilsey motioned that approval be given for up to $1100 to be allocated for District residents to take CPR training at the MFD District on Oct 24th (9am-1pm). This was seconded by J. Shipe and passed by unanimous consent by those present: 4-0-0.
- Knapp submitted a detailed proposal (with timelines for evaluations of program performance) for consideration of paid shifts for MFD volunteers for budget consideration. Initial financial impact was between $87K and $44K. The ultimate goal of the proposal was to reduce delays in response to fire and EMS event. The proposal as presented spoke to payments for volunteers to be in-station for various shifts. Values for some anticipated participation ranged from $40K to $ 87K. In summary, R. Wilsey noted that budget workshop activities are still in progress (with another evaluation Sept. 22nd) and that this request would be used as input in those activities. He also suggested that the slide-deck be optimized further for faster evaluation by recipients. Issues regarding the proposed program's impact with LOSAP and any legal ramifications with NYState.

MENDON FIRE DEPT BOARD OF DIRECTORS REPORT (cont.)

- Knapp gave an update on the member's building – noting flooring, CO and smoke detectors.
- Knapp also indicated he was pursuing an external audit for the Department ($9K quote from District auditing firm). R. Wilsey suggested contacting Dave Brassie (former Dept. member) from Parrish & Brassie CPA firm.
- Commissioner Joint inquired as to the status/disposition of large dirt/gravel piles from building construction near the hedge rows. Knapp responded that it would be taken care of during the upcoming landscaping that remains to be done.
- The Board questioned Knapp with regards to the department having the necessary certificates (of compliance vs. occupancy) that it complies with the Mendon Fire District's insurance policy – if it doesn't, then the Department can expect to be paying for the required insurance. Wilsey offered assistance in looking at phone-application 'alerting' smoke/CO alarms in contrast to wired versions.

CHIEF'S REPORT

See **Appendix A** for content of Chief Tschiderer's report. R. Wilsey motioned to accept the Chief's report (including the following purchase order requests). This was seconded by J. Shipe and passed by unanimous consent of those present: 4-0-0.

Purchase Orders Submitted

PO 26-20: Motorola Minitor VI pagers (x2 @ $490) – TOTAL: $980
PO 26-21: Class Registration : Kyle Romagus of Engine Co. Resurrection: $60
PO 26-22: Morning Pride – Ben 3 Structural Helmet (Red) Total: $534

TREASURER'S REPORT

Voucher & Reconciliation Review

See **Appendix B** for submitted content. R. Wilsey motioned to pay the bills and approve the report. This was seconded by J. Shipe and passed by unanimous consent of those present: 4-0-0.

Based on budget workshop outcome just prior to the District meeting, the Board identified the need for another workshop to work out some details. The consensus reached was to schedule for September 22nd starting at 6PM. This will allow the proposed 2027 budget to be formally approved in a time frame where Treasurer Baumer can get it to the Mendon Town Clerk prior to Oct 1st. Secretary Sellman will get workshop notices to the Sentinel, the Mendon Town Clerk and the website.

OPERATIONAL COMMITTEE REPORTS

Apparatus (R. Joint)

Vehicle/Equip	Issues/Problems/Plans
364	No issue
365	No issue
367	No issue.
3617	No issue
3618	No issue
Haul Trailer	No issue
3c16	No issue
3c26	No issue.

Capital Projects / Special Projects

NYS VFIRE Grant Project Status

R. Wilsey noted that official word from NYS is that the grant reimbursement is "on it's way".

Solar System Installation

Per email from S. Shuler received in the last few hours : (a) Energyware has indicated that installation will begin within a week or so. (b) we're working with NYSERDA to start the rebate process now that permitting is complete (c) we're collaborating with James from Energyware to maximize FTC credits for Federal rebates, and (d) next invoice will be from solar company doing the installation in order to comply with NYSERDA guidelines.

Personnel & Leadership

District Administrator's Report

R. Wilsey motioned that the District Administrator's report (see **Appendix C**) be approved. This was seconded by D. Considine and passed by unanimous or those present: 4-0-0.

Personnel & Leadership (cont.)

Training Officers Report

See **Appendix D** for content of Capt. Francesco's report.

Recruiting & Retention

Vice-President Arman identified four full-member candidates and one possible RAM candidate currently in the recruiting pipeline.

New District Counsel Search

R. Wilsey started a brief discussion with respect to the search for a new District Counsel (replacement for retiring W. Fletcher. The consensus is to get candidates identified and have them come to the next District meeting to interview and ascertain their interest level. Jared Lusk was mentioned – as was his current work load a multiple fire depts/districts. Secretary Sellman identified possible individual that he'll be speaking with on the weekend.

Information/Technology (R. Wilsey)

Ryan noted that all internet upgrade equipment is on order. He also noted procurement of a test-door to explore a less expensive option for controlled door access than the subscription model system from Brivo.

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Considine asked (based on an inquiry from the UDS health scanning organization) if the Board thinks there is any consideration to have them come in with their services – and if so, whether this year or next year (2027). The consensus was affirmative, and to defer until after January 1st 2027. There will be a need to include this in the upcoming budget workshop.

PUBLIC COMMENT

None.

Executive Session

At 19:58, R. Wilsey motioned for the Board to enter Executive Session for the purpose of discussing an employee payroll issue. This was seconded by J. Shipe and passed by unanimous consent of those present: 4-0-0.

Executive Session (cont.)

At 20:22, the Board exited Executive Session and the regular meeting resumed.

MEETING ADJOURNMENT

At 20:25, R. Wilsey motioned to adjourn the District meeting. This was seconded by J. Shipe and passed by unanimous consent of those present: 4-0-0.

Minutes Respectfully Submitted by
Tom Sellman,
District Secretary,
Mendon Fire District

APPENDIX A: Chief's Report

MENDON FIRE DISTRICT
101 MENDON-IONIA RD
MENDON, NY 14506
www.mendonfd.org

Sept 2026 report:
187- Calls YTD, 22 since last mtg (on pace for 275, or approx. 28 call min/yr)

Calls of significance since the last meeting: Working Fire (Fountainbleau) 4 interior MFD members responded to the scene

The lack of qualified responders is a significant FF safety issue, as we need a team to respond effectively and efficiently.

2026	AVG YTD Enroute:	AVG YTD On scene
364 (73 responses)	9:58 0:25	14:32 0.10
365 (52 responses)	10:10 0:26	15:15 0:36
367 (102 responses)	8:47 0:07	13:27 0:10
3617 (21 responses)	10:42	15:31
AVG (200 responses)	9.54 0:38	14:41 0:35

Average travel: 2.70 miles @ avg of 45 MPH - 3.36 Minutes of travel
NFPA station turn-out time is 90 seconds for a Fire call
In-house response time would be an average of 3:36+1:30=5:06 or **9 mins faster**

YTD avg attendance (on apparatus): 5.58 (+0.03) Including interior, exterior, probationary, and Fire Police

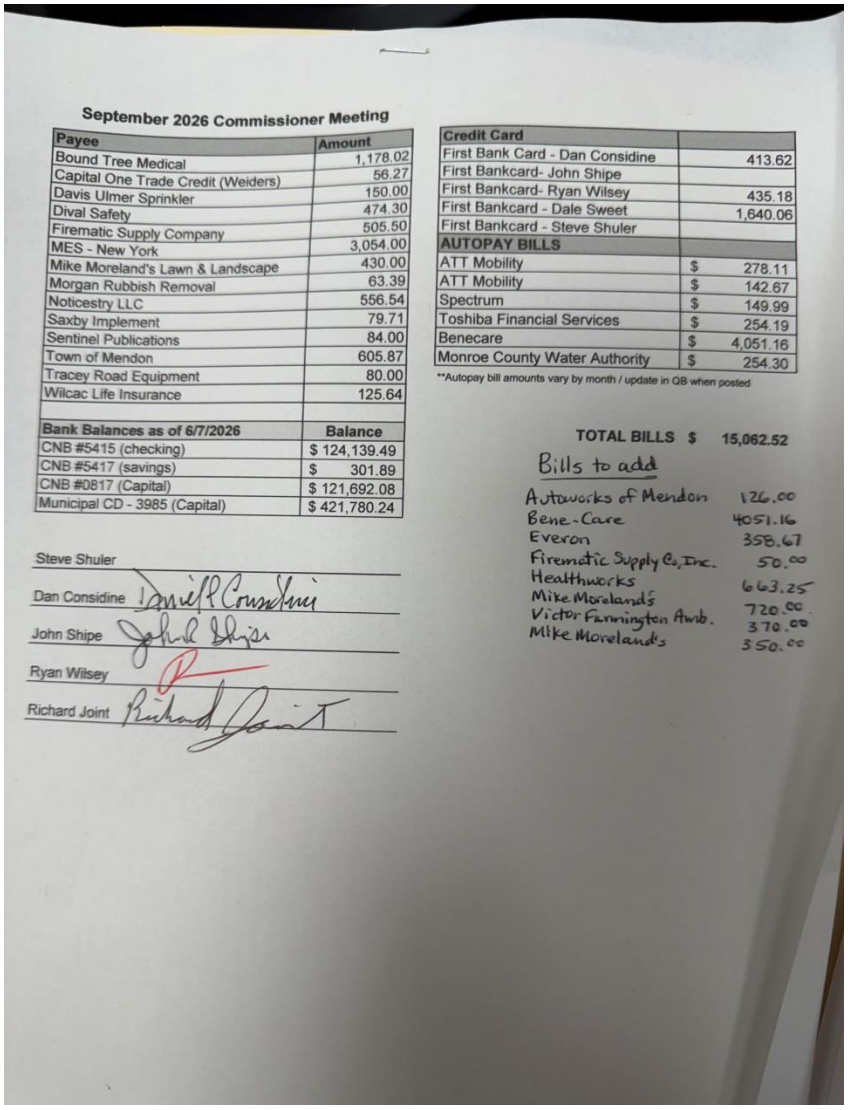
NFPA 1720: VOLUNTEER response standard: 6 qualified (**Interior**) arrive within 14 minutes, 80% of the time.

"Damage"-

New business:
- PO's- Boots (Terzo), Glasses inserts for SCBA (Bowen & Terzo), Pager 2.0, Training attendance, Red Helmet

Old business:
- NERIS transition – Red Alert
  - Kiosk hardware replacement
- Terzo PPE (Rush)- $919.00
- Rovik/Buys PPE- waiting for Victor
- Grants
  - DEC- Dryer
  - AFG- Portable Radio upgrade
  - SAFER- Training Officer
- DECON Seats(Refurb, fund)- awaiting install, drafting updated DECON policy to include the seats
- Bunk room- going in service this month
  - survey results (21 valid responses)
    - #1 Shared workspace/office area (AVG rank: 3.48)
    - #2 A full bathroom located near (same floor) as the bunkrooms (AVG rank: 3.52)
    - #3 Individual bunk room (nonshared space w/ lockable door) (AVG rank: 3.67)
    - #4 Additional storage spaces/locations (AVG rank: 4.00)
    - #5 Individual bunk room with workspace/office (AVG rank: 4.14)
    - #6 Shared (open bay style) bunk room (AVG rank: 4.52)
    - #7 Individual workspace/office (AVG rank: 4.67)
  - EV/LiOn items: Blanket (repaired and in service), FCL-X (in service)
  - Staffing- **In-house** duty shifts, per diem, career, consolidation; we need to address this growing safety concern
  - Training Officer- up and running

APPENDIX B: Treasurer's Voucher List



September 2026 Commissioner Meeting

Payee	Amount
Bound Tree Medical	1,178.02
Capital One Trade Credit (Weiders)	56.27
Davis Ulmer Sprinkler	150.00
Dival Safety	474.30
Firematic Supply Company	505.50
MES - New York	3,054.00
Mike Moreland's Lawn & Landscape	430.00
Morgan Rubbish Removal	63.39
Noticestry LLC	556.54
Saxby Implement	79.71
Sentinel Publications	84.00
Town of Mendon	605.87
Tracey Road Equipment	80.00
Wilcac Life Insurance	125.64
Bank Balances as of 6/7/2026	**Balance**
CNB #5415 (checking)	$ 124,139.49
CNB #5417 (savings)	$ 301.89
CNB #0817 (Capital)	$ 121,692.08
Municipal CD - 3985 (Capital)	$ 421,780.24

Credit Card	
First Bank Card - Dan Considine	413.62
First Bankcard- John Shipe	
First Bankcard- Ryan Wilsey	435.18
First Bankcard - Dale Sweet	1,640.06
First Bankcard - Steve Shuler	
AUTOPAY BILLS	
ATT Mobility	$ 278.11
ATT Mobility	$ 142.67
Spectrum	$ 149.99
Toshiba Financial Services	$ 254.19
Benecare	$ 4,051.16
Monroe County Water Authority	$ 254.30

**Autopay bill amounts vary by month / update in QB when posted

TOTAL BILLS $ 15,062.52

Bills to add

Autoworks of Mendon	126.00
Bene-Care	4051.16
Everon	358.67
Firematic Supply Co, Inc.	50.00
Healthworks	663.25
Mike Morelands	720.00
Victor Farmington Amb.	370.00
Mike Morelands	350.00

Steve Shuler

Dan Considine

John Shipe

Ryan Wilsey

Richard Joint

APPENDIX C: District Administrator Report (part 1 of 2)

To: Dan Considine
From: Dale E. Sweet

September 10th, 2026

Physicals: A few more firefighters have completed their physicals completed and letters will be going out shortly for those who will need them.

Personnel: Dale left early on 8/21 (1:00pm) for a funeral. There was no coverage for that rest of the day, but Greg Francesco was working at the station during this time (Training). Dale had a doctor's appointment on 8/26 and was in at 9:30am.

Apparatus:

- **E-364** is running ok. NYS Inspection was completed on 8/25. The Hurst Tool Ram was damaged during training. The outer case has a couple of slices in the plastic and crush marks. Repairs will be made by M.E.S. after parts are received (ok to use).
- **E-365** is running ok. We have been having trouble occasionally with the "door open" alarm. The original problem was with the officer's side rear cab door switch on 8/28. The second problem was on 9/9; this was the switch on the officer's side first compartment. Dale will order a new switch to replace it. It is currently working. NYS Inspection was completed on 8/25.
- **TA-3617** is running ok. NYS Inspection was completed on 8/25. Dale fixed/straightened the pond filler bracket on 8/26.
- **367** is running o.k. NYS Inspection was completed on 8/25.
- **2015 Ford**: Dale got together the paperwork for the sale of the vehicle including the Title and a Bill of Sale.
- **ATV**: Dale wired the NOCO battery conditioner on the trailer to the battery for the trailer brake system on 9/4.
- **Car Fire Blanket update**: Dale and Chief Tschiderer talked and decided to put the blanket in service on E-365. This was done on 9/8.

New Purchase Requests Received:

26-20: Motorola Minitor VI pagers (2) = $980.00
26-21: Class Registration (Hampson) = $60.00

Purchase Requests:

26-06: Helmets/Shields = $3463.39 – ordered. **Helmets completed**
26-12: Turnout Coat Nameplates for 4 firefighters = $219.00 **Completed**
26-15: Bedding = $352.00 some items were not available. **Completed**
26-17: EMS Supplies (prescription items) **Completed**
26-18: Exclusive Brass Window Punch (5) = $35.45 - on order

APPENDIX C: District Administrator Report (part 2 of 2)

26-19: Fire Hook Unlimited, Hose Hook (2) = $198.00 - on order

Building & Grounds:

- Schueler Heating & Cooling checked the HVAC unit in the office area of the building for refrigerant levels and found that the condenser pump is not any good, and the condenser and air handler will need replacing (good for the heating season).
- Now that we know that the HVAC system in the office area won't be replaced for a while, Dale will be putting the ceiling back together.
- All the bedding for the bunk rooms has been received and most of it has been washed, one more load to go and then the beds will be made, and the extra lines will be stored under each bed.
- Dale repaired the right-side Men's Room urinal on 8/24. The flushometer was replaced.
- Commissioner Shipe and Dale installed the proper venting for the clothes dryer in the mechanical room (finished on 8/26).
- Dale repaired the right-side toilet in the Women's Room on 9/10. The handle needed to be remounted and the flapper valve reconnected.
- Lawn mowing and bed maintenance are ongoing.
- The Bunk Room Project construction has been completed on the Nichols Team's end, except for the sprinkler head trim rings for the ceiling in the Commissioners Room which arrived and should be installed in the next couple of days.
- Dale ordered a 5-gallon pail of soap for the commercial washing machine in the mechanical room on 8/31; it should be here any day.

Grant (V-Grant): We submitted the bills to the state totaling $287,226.00 and got an email saying that they had been approved, but we needed to set up a portal through the SFS system to receive payment. Treasurer Baumer and Dale got together on 9/4 to work on this and we should be all set. They said it may take a week or two to process.
Insurance: Currently we have another Cancer Claim submitted and the last update that we got was they were waiting on medical records.

Dry Hydrant Testing:
The dry hydrant on West Bloomfield Road will need to be retested in the future, still waiting for a date.

I hope I did not miss anything it is still busy!

Thank you,
Dale

APPENDIX D: Training Officer Report (part 1 of 3)

Mendon Fire District
101 Mendon Ionia Rd
Mendon, NY 14506

Commissioner - Training Activity Report
Reporting Period: August 13 - September 9, 2026
Submitted By: Gregory Francesco
Position: Training Officer

Summary
During this reporting period, I logged 55.01 hours of Training Division work. Most of my time was spent on department training, August auto extrication, helping members with outside courses and qualifications, driver training, training records, equipment needs, and planning for September and October.

August was a busy month for training. A total of 40 members took part in department drills and training, with 108 total attendances recorded throughout the month. Training included our regular department drills, individual and qualification training, driver training, helping members with outside courses, and the auto extrication training we focused on throughout August.

August Auto Extrication Training
Auto extrication was our main training focus for August. We were able to get six vehicles for members to train on, which allowed us to spread the training throughout the month and give members more hands-on time with the tools.

Training included the eDraulic combination tool, cutter, spreader and ram, along with vehicle stabilization and cribbing, Res-Q-Jacks, glass removal, come-alongs, door and roof removal, and dash displacement.

Participation was strong, with 23 members on August 17, 19 on August 24, and 14 on August 31. Having six vehicles made a big difference because members were able to repeat evolutions, try different techniques, and get more than one opportunity to operate the tools.

There was one minor hand injury following extrication training that was taken care of at the time. Damage was also found on the eDraulic ram case, which is believed to have happened during one of the pushing evolutions. District leadership was notified, and repairs are being worked on.

Cleanup and equipment restocking continued into September, along with getting the remaining vehicles removed from the training area.

I would also like the District to consider putting a concrete pad in the extrication training area. It would give us a better surface for stabilization, keep members and equipment out of the mud, make cleanup easier, and give us a designated area for future vehicle rescue training.

APPENDIX D: Training Officer Report (part 2 of 3)

Training Activities

During this reporting period, I continued coordinating Monday, Wednesday, and Saturday training while working on the September and October drill schedules.

A lot of time was spent helping members with BEFO/IFO, CPR, SCBA, Firefighter II, Emergency Pediatric Care, TALs, course registrations, certifications, and other training requirements.

Driver and apparatus training also continued with FF Brassie, FF Ng, and Lt. Knapp, along with work on driver clearance packets and Box-Book Mapping.

Other work included coordinating with PSTF for live-fire training, 3rd Battalion training, fire and EMS course announcements, Training Bulletin updates, and getting outside training opportunities out to the membership.

I also continued updating Red Alert, the Training Tracker, firefighter training folders, the Training Matrix, certifications, evaluations, qualification records, and training/payroll records.

Equipment work included member gear issues and repairs, SCBA spectacle kits, helmets for members currently attending classes, extrication equipment restocking, and organizing training equipment.

2026 Year-to-Date Training Course Completions

- **FF Buchanan** - NYS EMT Basic, Firefighter 2, Basic Passenger Vehicle Rescue
- **FF Rovik** - NYS EMT Basic Refresher, EVOC
- **FF General** - Firefighter 1
- **FF Martin** - Firefighter 2, Basic Passenger Vehicle Rescue
- **FF D'Alesandro** - Firefighter 2, Basic Passenger Vehicle Rescue
- **FF Brassie** - Firefighter 1, EVOC
- **FF Ng** - EVOC
- **FF Bowen** - CPR
- **FF Wachob** - CPR
- **FF Buys** - NIMS ICS-100, NIMS ICS-700
- **FF Cook** - FDIC 2026
- **Training Officer Francesco** - Confined Space Technician, FDIC 2026, Fire and Emergency Services Instructor 3, Live Fire Instructor, Live Fire Instructor in Charge

Members Currently Enrolled - Upcoming Training

- **FF Bowen -** Basic Exterior Firefighter; Interior Firefighter Operations
- **FF Wachob -** Basic Exterior Firefighter; Interior Firefighter Operations
- **FF Wastowicz -** Basic Exterior Firefighter; Interior Firefighter Operations

APPENDIX D: Training Officer Report (part 3 of 3)

- **FF Buys -** Fire Police; Basic Wildland Search
- **FF Brassie -** Basic Wildland Search; Basic Passenger Vehicle Rescue
- **Chief Kester -** Fire Instructor 2
- **DC Friedlander -** Fire Officer 1
- **FF General, FF Ng, and FF Schmitt -** Apparatus - Pump Operations **- currently waitlisted**
- **FF Javidnia -** Emergency Pediatric Care

Hours Summary

- During this reporting period, I logged 55.01 hours of Training Division work. This included drill planning and instruction, helping members with training and courses, driver and qualification training, recordkeeping, equipment work, outside agency communication, monthly reports, and planning upcoming training.

Next Steps

September training is underway, and I am continuing to work on October and the rest of the year. My main priorities going forward are:

- Continuing weekly department training and coordinating fall live-fire training with PSTF
- Supporting members in BEFO/IFO, outside courses, driver training, and department qualifications
- Keeping training records, certifications, and qualification programs current
- Planning further ahead to better coordinate instructors, equipment, and future training needs
- Continuing discussions with IFSTA regarding the eLibrary
- Awaiting Chief Kester's approval for New Member Orientation Packets
- Awaiting Chief Kester's approval for Driver Orientation Packets
- Continuing to organize and improve the training equipment and looking at what we may need going forward
- Starting to look ahead at the 2027 training calendar and larger training needs for next year
- Planning further ahead to better coordinate instructors, equipment, and future training needs

My goal is to continue building a more organized training program while providing members with practical training opportunities and clear paths for continued development.

Submitted,

Gregory Francesco
Training Officer
Mendon Fire District