

CALEDONIA FIRE DISTRICT
February 14, 2024

MINUTES

Present: Fire Commissioners Jim Dutton, Don Cook, Meg Churchill, Mike Beavers, and Ron Beach Jr.

Others Present: Secretary/Treasurer Sue Carson, Chief Mike Churchill, Deputy Chief John Murray, Ray DiRaddo, and Ethan Donaghue

The meeting was called to order by Chairman Jim Dutton at 6:30 p.m. All present participated in the Pledge of Allegiance.

Motion #019 – 2024

Mr. Beavers made motion, seconded by Mrs. Churchill and all approved to accept the January meeting minutes with the following amendment.

Page #2 Motion #007-2024

Five Star Bank and Tompkins Community Bank are the official depositories of the District for 2024.

Motion #020-2024

Mr. Beach made a motion, seconded by Mr. Beavers and all approved removing John Pike from membership due to living outside the District .

The Caledonia Fire Department has reported Christian Backus, Kyler Leonard, Kayden Letson and Markelle Mensinger have been approved for membership.

Motion #021 – 2024

LEAD AGENCY RESOLUTION and
SEQRA DETERMINATION OF
NON-SIGNIFICANCE

WHEREAS The Board of Fire Commissioners of the Caledonia Fire District (“The Board”) desires to undertake a project consisting of the construction of a 22,000 +/- sq. ft. Fire Station on land owned by the Caledonia Fire District, located on Route 5, (Northeasterly side of Caledonia Avon Rd [between 3337 & 3385], Town of Caledonia, County of Livingston, NY 14423, 808' southeasterly of Brown Rd), including related parking and vehicle circulation, a training pad, a future 60' x 100' +/- pole barn, and stormwater management area in a Planned Development District (PD). The project includes the subdivision of lands from one 25.363-acre lot into two separate lots resulting in Lot #1, 7.14 acres (the subject parcel), and Lot #2, 18.223 acres. The subdivision map was filed with the Livingston County Clerk's Office on March 8, 2023. The project includes a bond resolution under the jurisdiction of the Caledonia Fire District to secure project funding, subject to a mandatory voter referendum, and site plan review and approval by the Town of Caledonia Planning Board (“Proposed Action”), and

WHEREAS, in accordance with the State Environmental Quality Review Act (“SEQRA”), Article 8, NYS Environmental Conservation Law, and the implementing regulations set forth in Title 6 NYCRR Part 617, that

1. The Board has caused to have prepared a Short Environmental Assessment Form (Short EAF) Part 1, which provides Project information, including a description of the location and Proposed Action.
2. The Board has been established as Lead Agency pursuant to SEQRA.
3. The Board determined that the Proposed Action is classified as an Unlisted action, for which an uncoordinated environmental review will be conducted.
4. The Board has duly considered the Proposed Action, the Short EAF, the criteria for determining significance set forth in 6 NYCRR 617.7(c), the attached Short EAF Parts 2 and 3 representing the Negative Declaration, and such other environmental information that they prepared and undertook in an Environmental Analysis.
5. The Board of Fire Commissioners has met the procedural and substantive requirements of SEQRA, including taking a “hard look” at the Proposed Action and the relevant environmental impacts, facts, and conclusions disclosed in the Environmental Analysis.
6. The Board of Fire Commissioners carefully has considered each and every criterion for determining the potential significance of the Proposed Action upon the environment, as set forth in Short EAF Parts 1, 2 and 3, and has made a careful, independent review of the Project and the Board of Fire Commissioners’ determination is rational and supported by substantial evidence, as set forth herein. The Board of Fire Commissioners concurs with the information and conclusions contained in the Environmental Analysis.
7. To the maximum extent practicable, potential adverse environmental effects revealed in the environmental review process, if any, will be minimized or avoided by the incorporation of mitigation measures, if required that were identified as practicable.

NOW, THEREFORE, be it RESOLVED that, pursuant to SEQRA, based on the aforementioned information, documentation, testimony, and findings, and after examining the relevant issues, the Board of Fire Commissioners’ own initial concerns, and all relevant issues raised and recommendations made, the Board of Fire Commissioners make a finding that the project will not have a significant adverse impact on the environment, which constitutes a negative declaration, and it is further

RESOLVED that the Caledonia Fire District Chairman of the Board of Fire Commissioners James Dutton is authorized to execute any and all documents necessary to comply with SEQRA.

A motion made by Mr. Beavers, seconded by Mr. Beach, the resolution was voted upon approved as follows;

Caledonia Fire District Board of Fire Commissioners

James Dutton Chairman	Voting Yes
J. Michael Beavers, Commissioner	Voting Yes
Donald Cook , Commissioner	Voting Yes
Ronald Beach, Jr. , Commissioner	Voting Yes
Megan Churchill , Commissioner	Voting Yes

February 14, 2024

Sue Carson, Secretary
Board of Fire Commissioners
Caledonia Fire District
3089 Main Street
Caledonia, New York 14423.

Motion #022 – 2024

EXTRACT OF MINUTES OF MEETING OF BOARD OF FIRE COMMISSIONERS
ADOPTING RESOLUTION CALLING FOR REFERENDUM

At a meeting of Board of Fire Commissioners of Caledonia Fire District, Livingston County, New York, held at the Fire Hall located at 3089 Main Street, Caledonia, New York, on the 14th day of February 2024:

PRESENT: James Dutton, Michael Beavers, Donald Cook, Megan Churchill and Ronald Beach, Jr.

ABSENT: None

Mr. Beach presented the following resolution and duly moved that it be adopted and was seconded by Mrs. Churchill:

RESOLUTION DATED FEBRUARY 14, 2024.

A RESOLUTION PROVIDING FOR THE HOLDING OF A FIRE DISTRICT REFERENDUM OF THE CALEDONIA FIRE DISTRICT, NEW YORK, FOR THE APPROVAL OF A PROPOSITION ON A CERTAIN BOND RESOLUTION, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the Board of Fire Commissioners of the Caledonia Fire District, Livingston County, New York, has heretofore at this meeting duly adopted a bond resolution authorizing construction of a fire station, at a maximum estimated aggregate cost of \$11,516,000, and further authorizing the issuance of general obligation bonds (and notes in anticipation thereof) to pay a portion of the cost thereof, which resolution was adopted subject to approval at a Fire District referendum in the manner prescribed by Section 179 of the Town Law; and

WHEREAS, the Board of Commissioners of the Caledonia Fire District, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder (“SEQRA”), has completed its environmental review and, on February 14, 2024, has duly adopted a negative declaration with respect to the unlisted action and has determined that the implementation of the unlisted action as proposed will not result in any significant adverse environmental impacts; and

WHEREAS, pursuant to Section 175 of the Town Law, the Secretary has prepared and transmitted to this Board of Fire Commissioners a form of proposition for the approval of such bond resolution containing an abstract of each such bond resolution concisely stating the purpose and effect thereof; and

WHEREAS, it is now desired to provide for the holding of a referendum for the submission of such proposition and to provide for the notice of such referendum and other matters in connection therewith; NOW, THEREFORE, BE IT

RESOLVED, by the Board of Fire Commissioners of the Caledonia Fire District, New York, as follows:

Section 1. A referendum of the qualified electors of the Caledonia Fire District, New York, shall be held on Tuesday, April 16, 2024 for the purpose of submitting a proposition for the approval of the bond resolution described in the preamble hereof. The place of holding such referendum shall be at the Caledonia Fire Hall, located at 3089 Main Street, Caledonia, New York, and the polls for such referendum shall be kept open for the purpose of voting on such proposition between the hours of 6:00 P.M. and 9:00 P.M., Prevailing Time. The proposition to be submitted at said referendum shall be in substantially the form hereinafter set forth in the form of notice of such referendum.

Section 2. The Secretary of the Fire District is hereby authorized and directed to give notice of said referendum by publication of a notice once in a newspaper having a general circulation in the Fire District, said publication to be made at least twenty-seven (27) days prior to the date of said referendum but not more than thirty-four (34) days prior to such referendum, as well as, posting on the First District website, if one exists, and on the Fire District sign board, if one exists, as required by Section 175-c of the Town law, as well as, posting on the town bulletin board and on the municipal website of any town located within the geographic boundaries of the Fire District, or any town or fire district with which the Fire District contracts, all as required by Section 175-c of the Town Law. Such notice shall be in substantially the following form, to-wit:

LEGAL NOTICE FOR
FIRE DISTRICT
SPECIAL REFERENDUM

PLEASE TAKE NOTICE, that a special Fire District Referendum in and for the Caledonia Fire District will take place on Tuesday, April 16, 2024, between the hours of 6:00 P.M. to 9:00 P.M. at the Caledonia Fire Hall, located at 3089 Main Street, Caledonia, New York, for the purpose of submitting the following described proposition for the approval of the qualified electors of said Fire District:

PROPOSITION

Shall the bond resolution adopted by the Board of Fire Commissioners of the Caledonia Fire District dated February 14, 2024, authorizing the expenditure of up to \$11,516,000 for the aggregate costs of construction of an approximately 22,000 sq. ft. Fire Station, known as Caledonia Fire District - Route 5, including related parking and circulation, a training pad, a future approximately 60' x 100' pole barn, and a stormwater management area located at the northeasterly side of Caledonia Avon Rd. (between 337 and 3385), 808 feet southeasterly of Brown Road, Town of Caledonia, New York, and various site and incidental improvements, the issuance of up to \$11,500,000 of general obligation bonds of the Fire District and the issuance of notes in anticipation thereof, the expenditure of \$16,000 from the existing capital reserve fund for such project costs; and pledging the faith and credit of said Fire District to the payment of said bonds and notes and the interest thereon, be approved?

The Board of Commissioners of the Caledonia Fire District, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder ("SEQRA"), has completed its environmental review and, on February 14, 2024, has duly adopted a negative declaration with respect to the unlisted action and has determined that the implementation of the unlisted action as proposed will not result in any significant adverse environmental impacts.

A copy of the bond resolution referred to in the aforesaid proposition is on file in the office of the Secretary of said Fire District, where the same may be examined by any interested persons during regular business hours.

Those who are qualified to vote on the aforesaid proposition are qualified voters who shall have resided in said Fire District for thirty days next preceding such election.

Dated: February 14, 2024
Caledonia, New York

BY ORDER OF THE BOARD OF FIRE
COMMISSIONERS OF THE CALEDONIA FIRE
DISTRICT, NEW YORK

By

Sue Carson, Secretary
Caledonia Fire District, New York

Section 3. This resolution shall take effect immediately.

Adopted by the following roll call:

<u>AYES</u>	<u>NAYS</u>
5	0

Motion #023 – 2024

EXTRACT OF MINUTES OF MEETING OF THE BOARD OF FIRE COMMISSIONERS

ADOPTING BOND RESOLUTION

At a meeting of Board of Fire Commissioners of Caledonia Fire District, Livingston County, New York, held at the Fire Hall, located at 3089 Main St, Caledonia, New York, on the 14th day of February, 2024:

PRESENT: James Dutton, Michael Beavers, Donald Cook, Megan Churchill and Ronald Beach, Jr.

ABSENT: None

Mr. Beavers presented the following resolution and duly moved that it be adopted and was seconded by Mr. Cook:

BOND RESOLUTION DATED FEBRUARY 14, 2024 OF THE BOARD OF FIRE COMMISSIONERS OF THE CALEDONIA FIRE DISTRICT, NEW YORK, AUTHORIZING GENERAL OBLIGATION SERIAL BONDS TO FINANCE CONSTRUCTION OF A FIRE STATION, AUTHORIZING THE ISSUANCE OF BOND ANTICIPATION NOTES IN CONTEMPLATION THEREOF, THE EXPENDITURES FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the Board of Commissioners of the Caledonia Fire District, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations

promulgated thereunder (“SEQRA”), has completed its environmental review and, on February 14, 2024, has duly adopted a negative declaration with respect to the unlisted action and has determined that the implementation of the unlisted action as proposed will not result in any significant adverse environmental impacts; now therefor, be it

RESOLVED BY THE BOARD FIRE COMMISSIONERS OF THE CALEDONIA FIRE DISTRICT, NEW YORK (hereinafter referred to as the “Fire District”), by the favorable vote of not less than three fifths of all of the members of such Board, as follows:

Section 1. The Caledonia Fire District shall undertake certain capital improvements consisting of construction of an approximately 22,000 sq. ft. Fire Station, known as Caledonia Fire District - Route 5, including related parking and circulation, a training pad, a future approximately 60' x 100' pole barn, to include the subdivision of lands and a stormwater management area located at the northeasterly side of Caledonia Avon Rd. (between 3337 and 3385), 808 feet southeasterly of Brown Road, Town of Caledonia, New York, various site and other incidental improvements, and the acquisition of certain original furnishings, equipment, machinery or apparatus that may be required in connection therewith for such construction and Fire District use (hereinafter referred to as “purpose”), and general obligation serial bonds in an aggregate principal amount not to exceed \$11,500,000 and bond anticipation notes in anticipation thereof (and renewals thereof) of the Fire District are hereby authorized to be issued to finance the cost of such purpose.

Section 2. The aggregate maximum cost to the Fire District is estimated to be \$11,516,000 for said purpose, and said amount is hereby appropriated therefor. The plan to finance the cost of said purpose is to provide up to \$11,500,000 of such maximum cost by issuance of obligations as herein authorized, and to provide \$16,000 from the existing capital reserve fund.

Section 3. It is hereby determined and declared that (a) said purpose is one of the class of objects or purposes described in Subdivision 11 of Paragraph (a) of Section 11.00 of the Local Finance Law, and that, such building and any appurtenant structures each being class “A” as defined in such subdivision, the period of probable usefulness of said purpose is thirty (30) years, (b) the proposed maximum maturity of said bonds authorized by this resolution will be in excess of five years to be measured from the date of the bonds or the date of the first bond anticipation note issued in anticipation of the sale of such bonds, whichever date is earlier, (c) there are presently no outstanding bond anticipation notes issued in anticipation of the sale of said bonds, (d) the notes authorized by this resolution shall mature within one (1) year from the date of their issuance, or as otherwise permitted by law, (e) said notes are not issued in anticipation of bonds for an assessable improvement, and (f) prior to the issue of the bonds or notes herein authorized, there will be provided the appropriate amount of current funds required by Section 107.00 of the Local Finance Law, if any.

Section 4. The bonds and notes authorized by this resolution shall contain the recital of validity prescribed in Section 52.00 of the Local Finance Law and such bonds and notes shall be general obligations of the Fire District and all the taxable real property in the Fire District is subject to the levy of ad valorem taxes to pay the principal thereof, and interest thereon, without limitation as to rate or amount, subject to applicable statutory limitations.

Section 5. It is hereby determined and declared that the Fire District reasonably expects to reimburse the general fund, or such other fund as may be utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of the issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 6. The power to further authorize the sale, issuance and delivery of said bonds and notes and to prescribe the terms, form and contents of said bonds and notes, including,

without limitation, the authority to determine whether to accept bids electronically to the extent allowed by Section 58.00 of the Local Finance Law, the consolidation with other issues, the determination to issue bonds with substantially level or declining annual debt service, all contracts for, and determinations with respect to, credit or liquidity enhancements, if any, and to sell and deliver said bonds and notes, subject to the provisions of this resolution and the provisions of the Local Finance Law, is hereby delegated to the Fire District Treasurer, the Fire District's chief fiscal officer. The Fire District Treasurer and the Secretary or Assistant Secretary are hereby authorized to sign by manual or facsimile signature and attest any bonds and notes issued pursuant to this resolution, and are hereby authorized to affix to such bonds and notes the corporate seal of the Fire District and to attest to the same.

Section 7. The faith and credit of the Caledonia Fire District, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds and notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall annually be levied on all taxable real property of said Fire District a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 8. After compliance with Section 9 hereof, this resolution, or a summary hereof, shall be published in full by the Secretary of the Caledonia Fire District together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the Fire District, in the manner prescribed by law. The validity of said bonds and bond anticipation notes issued in anticipation of the sale of said serial bonds, may be contested only if such obligations are authorized for an object or purpose for which said Fire District is not authorized to expend money, or the provisions of law which should be complied with, at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 9. This resolution shall be submitted to a referendum of the qualified electors of the Fire District on April 16, 2024 pursuant to Section 38.00 of the Local Finance Law of the State of New York and shall take effect immediately upon approval at such referendum. The motion having been duly seconded, it was adopted and the following votes were cast:

<u>AYES</u>	<u>NAYS</u>
5	0

Ray DiRaddo left the meeting at 7:05 p.m.

Chief Churchill's Report:

- Following reports were presented:
 - January Fire Report
 - January Fuel Log
 - OSHA training

- Members points

Motion #024-2024

- Mrs. Churchill made a motion, seconded by Mr. Beach, and all approved the January Fire Report.

Motion #025-2024

- Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved any member who does not have an up-to-date physical will be moved to Class D status.

Motion #026-2024

- Mrs. Churchill made a motion, seconded by Mr. Cook, and all approved, any member who has not completed any mandatory training will be moved to Class D status and not reinstated until training is up to date.

- A New York style talon hook has been ordered.
- Deputy Chief John Murray presented information from Livingston County Office of Emergency Management as follows:
 - Burn tower site work is complete.
 - OSHA 29 CFR 1910.156 Draft regulation
 - 2024 ERG'S ordered.
 - SEFU Units
- Deputy Chief John Murray has a large deductible due to mandated tests from his fire fighter physical results. The District will determine if there is county insurance coverage for it.
- A list of upcoming drills was reviewed.
- Follow up from previous meetings:
 - Nate Sherlock, Bob Jake, Brad Jones, and Mike Lubitow's gear is in.
 - Willie Shannon's gear – outstanding.
 - Two white helmets w/fronts -received.
 - #118 corrosion on hydraulic valve – outstanding.
 - #119 – Light tower malfunction- outstanding
 - Wildland gear is outstanding.
 - Batteries for air packs are in.
 - Tahoe oil was changed, tires inspected. Chip in windshield.
- Deputy Chief Murray will determine if low pressure air bag needs replacement.

Motion #027-2024

- A motion was made by Mrs. Churchill and seconded by Mr. Beavers; all approved the J.W. Jones Hall fundraiser activities as listed below with all active fire fighters eligible to participate.
February
 - 23 -Birthday party
 - 24 – Birthday party
 - 25 – Birthday party

EMS/EMT Report:

- EMS is not operating at this time, except for CPR calls.

Fire Commissioner’s Reports

- Mrs. Churchill noted the Easter Egg Hunt will be held on March 17 and the FASNY Open House on April 13.

Motion #028-2024

- Mrs. Churchill made a motion, seconded by Mr. Beavers, and all approved the purchase of candy and prizes not to exceed \$600 for the Easter Egg Hunt to be held on March 17.

Motion #029-2024

- Mr. Dutton made a motion, seconded by Mr. Beavers, and all agreed to approve the Cummins planned Maintenance Agreement and giving Mr. Dutton the authority to sign the agreement.
- Mr. Dutton noted the Trout Fest will be held June 1 and the committee would like to use the fire hall. Fire District parking would be at the Presbyterian Church and interior trucks on the apron at the Fire Hall.

Motion #030-2024

- Mr. Beavers made a motion, seconded by Mrs. Churchill, and all approved the use of the Fire Hall for the Trout Fest.
- Mr. Dutton attended a meeting in Avon for the WNY Firemen’s Convention Meeting to be held this year.
- Mr. Beach noted a financial responsibility/acknowledgement form needs to be developed that will clarify expectations for any costs related to training when the course is not completed.
- Mr. Cook stated he had reviewed bank statements and reconciliations for the following bank accounts and noted no discrepancies:
 - Checking account #5829 ending 12/31/23 and 01/31/24

Money Market account #7960 ending 01/30/24.

Secretary Treasurer's Report

Motion #031-2024

- Mr. Beavers made a motion, seconded by Mr. Beach, and all approved the 2024 lease with the Village of Caledonia and giving Mr. Dutton the authority to sign the lease for the District.

Motion #032-2024

- Mrs. Churchill made a motion, seconded by Mr. Beavers, and all approved the purchase of office supplies for new Firehall mailings as follows: Ink cartridges \$189.78, 4500 mailing labels \$93.28 and box of copy paper \$41.99.
- Kaspersky has been renewed for two years.
- Tax levy has been received in the amount of \$361,846.

Motion #033-2024

- Mr. Beavers made a motion, seconded by Mr. Cook and all approved the Treasurer's Report and payment of vouchers #25-43 totaling \$461,902.40.

Motion #034-2024

- Mr. Beavers made a motion, seconded by Mrs. Churchill and all approved adjourning the meeting at 8:08 p.m.

Respectfully submitted,

Susan J. Carson
Secretary/ Treasurer