



IRONDEQUOIT FIRE DISTRICT

2960 Culver Road, Rochester, NY 14622

Board of Fire Commissioners Meeting Minutes

December 15, 2025

The regularly scheduled meeting of the Board of Fire Commissioners of the Irondequoit Fire District was held at the Culver Fire Station, 2960 Culver Road, in the Town of Irondequoit on December 15, 2025. The meeting was called to order at 6:30 p.m. by the Chairperson, who then led all present in the Pledge of Allegiance.

Attendance:

Commissioners		Other District Officers	
Commissioner Ange	PRESENT	Chief Metcalfe	PRESENT
Vice-Chairperson Ingersoll	PRESENT	Assistant Chief Boehl	PRESENT
Commissioner Lipari	PRESENT	Captain Serenati (VSS)	PRESENT
Chairperson Napoli	PRESENT	Purchasing Clerk Mastin	PRESENT
Commissioner Turner	PRESENT	Treasurer Brown	PRESENT
Commissioner Elect Nolan	PRESENT	Secretary Riesenberger	PRESENT
		Captain Kohlmeier	PRESENT

- Approval of the previous meeting minutes - **APPROVED**.
- Approval to properly audit and pay the bills as submitted on or before this meeting - **APPROVED**.
- Approval to properly audit and pay the credit card statement on or before this meeting - **APPROVED**.

Public Input Session - none.

Scheduled Appointments - none.

Introduction of New Members - none.

Correspondence Report - none.

Financial & Administration Report

Prepared by Purchasing Clerk/Deputy Treasurer James Mastin, Treasurer Andy Brown, Secretary Rodd Riesenberger

1. All district bank accounts have been reconciled through November 30, 2025.
2. We recommend appropriating interest to cover all remaining overspent budget line items for the remainder of 2025. Any underspent lines will roll into the unassigned fund balance at the end of the year and will offset interest appropriations. **APPROVED**.
3. We are currently expecting to have approximately \$785,054 to add to the unassigned fund balance at the end of the year. We believe that it is important for cash flow, especially in the first couple months of the next year, to maintain \$1,000,000 in that unassigned fund balance.
4. In Rodd's absence, the 12/11 payroll was completed by Jim Mastin. It went well and reviewed by Rodd upon his return this week.



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5. The fence project has been completed.
6. We received a call back from American Custom regarding the shower at the Empire Station. They will be giving us several options for further repairs.
7. The generator requires bi-annual preventative maintenance, and we recommend a three-year agreement at a cost of \$6,134.70 – **APPROVED**.
8. We are also scheduling preventative maintenance on the overhead doors for both firehouses.

Operations Report

Chief Metcalfe and Assistant Chief Boehl

1. Verizon Cellular Lines/Surplus of Old Hardware: In tandem with PC Mastin and Captain Kohlmeier we have continued the transition from Verizon to T-Mobile for our cellular lines and devices. Through an inventory and assessment of the existing lines (39 total), we have been able to discontinue 10 lines immediately and through the transition to T-Mobile. These lines were primarily cellular services lines for iPads and laptops that are no longer in service or needed for the operation of the Irondequoit Fire District. This is a cost savings of approximately \$400 a month and translates to over \$4,600.00 in savings for the year. Kudos to PC Mastin and Captain Kohlmeier for inventorying the assets and creating this savings through efficiency.
 - a. Seeking approval to “Surplus any unused or no longer needed hardware, that was previously used with the Verizon account” - **APPROVED**.
2. Capital Reserve/Squad 177: we would like to continue the discussion on replacing the current “multi-use staff vehicle” which is the 2016 Ford F250. **Approved to move forward with purchase proposals.**
3. General Orders/SOGs: The following General Orders have been updated per the BOFC’s request including:
 - a. GO #23.1 Meeting Room Use

The following General Orders have been on the table for review or are new since our last meeting:

- b. GO #62 Educational Incentive
- c. GO #63 Response Time Procedures
- d. GO #64 Cellular Devices and or Compensation

Seeking to approve all the proposed General Orders – **APPROVED**.

4. SAM Registration: To maintain compliance with FEMA, our System for Award Management (SAM) has been renewed effective February 1st, 2026, for one year and is relevant as we continue to apply for federal grant funding.
5. Turnout Gear Grant: Notification has been sent to the awardee (MES) and the non-awardees in relation to the Turnout Gear Grant Process. BC Biscaro is moving forward with establishing the fitting and replacement of Turnout Gear through MES and will include Turnout Coats, Turnout Pants, Boots and Helmets.
6. Hose Grant: We have received final confirmation of the award of \$67,292.00 from Senator Samra Brouk’s office for Fire Hose replacement. Lieutenant Palmer has been the lead executive of pursuing these funds and has done an excellent job once again in securing this for the IFD.
7. CPSE Fire Officer Designation: Last week we presented Captain Serenati and Lieutenant Palmer with their certificates of achievement for their CPSE Fire Officer Designation. The Commission on Professional Credentialing® through the Center for Public Safety Excellence has recently awarded



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Captain Jeffrey Serenati and Lieutenant Ian Palmer the professional designation of "Fire Officer". Following an extensive peer review process, this designation recognizes demonstrated excellence in seven measured components: experience, education, professional development, professional contributions, association membership, community involvement, and technical competence. Following their awards, the IFD now has members who have received credentialing from CPSE including: Chief Metcalfe - Chief Fire Officer, Battalion Chief Caracci - Fire Officer, Captain Beyea - Fire Officer, Captain Kohlmeier - Fire Officer, Captain Serenati - Fire Officer, Lieutenant Palmer - Fire Officer, Firefighter Roth - Fire Officer.

8. First Line Supervisor Training Series: Captain Kohlmeier and Lieutenants Holahan and Nicosia have returned from their two-week training at FDNY. We are extremely proud of their achievement in completing the required coursework through FDNY.

Unfortunately, there were serious concerns with the living conditions, curriculum and general operation of the FLSTP's program. This has been a constant conversation at the Monroe County and State Career Chief level for as long as I have been a Chief, and for the entirety of Chief Sessler's involvement in those working groups. We are collecting information from our officers to present to the MC Career Fire Chiefs at our meeting on Wednesday and will also be bringing it forward to the State Career Fire Chiefs at our meeting in January.

9. 170 Update/Fleet Maintenance: We intend to report on significant repairs or issues that pop up as necessary to the BOFC and asking the Fleet Mechanics and CRR staff to provide an update quarterly and intend to also communicate it in our "Annual Report" that we will be composing for 2025.

Two quick items of note:

Truck 170 - Truck 170 has been OOS since live fire in Mid-October as we awaited parts for the Master Stream device and the aerial cables. In the meantime, our mechanics have completed a number of ongoing projects such as reconfiguring the ladder chute to accommodate the new Duo-Safety Ladders, upgrades to the aerial cable and master stream parts, and new backup cameras. Truck 170 should be fully operational by week's end and back in service as our primary ladder company.

Penfield Fire - Penfield Fire, through Assistant Fire Chief Jeff David reached out to inquire about our mechanical services. Chief Boehl communicated to him that a request would need to be submitted to the IFD from their BOFC for review. I have not received any formal communication up to this point but am hesitant to even entertain that conversation at this point as our mechanics are very busy.

10. Mayday Task Force: This past month we have conducted a number of training evolutions in rescuing firefighters who have become entrapped during collapses. This is based on the recent release of the 2023 fatal fire involving FF Bryce Trossbach, and the FDNY study on a trapped Fire Lieutenant that occurred in 2022. This has led to an evolving conversation on Firefighter Rescue amongst the operations staff, which undoubtedly is a low-frequency event, but requires the most precision and tactical competence out of any incident we respond to. I will be proposing a Mayday Task Force concept to the Monroe County Career Fire Chiefs and Monroe County Fire Bureau later this week in order to provide resources, training and guidance to any department in Monroe County that unfortunately could be placed in this scenario.



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11. Run Card Additions/NFPA 1710: From an operational standpoint, as we constantly look to evaluate and upgrade our response capabilities, we have spent several months working to increase our capabilities through reciprocal response with our neighboring career and combination fire departments. NFPA 1710 requires a minimum of 15 first line firefighters and officers on scene within 9 minutes during a residential structure fire, and 42 first line firefighters and officers on scene within 15 minutes of a high hazard commercial occupancy. By buffering our response from Barnard and Brighton in the Culver and Empire zones respectively, and by adding both agencies as a complement to our commercial responses, we are able to execute the requirements of NFPA 1710, while also providing a reciprocal exchange of our resources to their incidents. The bottom line is this provides the manpower and resources we need to provide a safe and aggressive response to our incidents, providing an equal exchange of resources between the career and combination departments, and not requiring any additional burden to our taxpayers through additional staffing.

Additionally, I have established a meeting with OEC/911 in January to further develop our second/third/fourth layers of response for when all Irondequoit Units are committed to responses.

12. Calendar for Meeting Rooms: As we transition to the new website (which is live), the question has arisen about how the meeting room availability will be known to our members. As we did not pursue a members only section for the website for First Arriving, Captain Kohlmeier and PC Mastin are working on a logistical solution for visibility and procurement for our members.

13. RCVFA Letters: There are the two letters for the Ridge Culver Volunteer Firefighters Association that were requested by them and Commissioner Lipari requested a review by the BOFC to assure familiarity.

- a. Letter #1: Contains the written permission for them to take over the former firehouse solutions website, that was the host of the Irondequoit Fire District website but now is no longer needed due to our switch to First Arriving.
- b. Letter #2: Contains information on the Fire District discontinuing insurance coverage for the RCVFA based on NYS Fire District Law and guidance issued by the Office of the State Comptroller, which states that the Fire District cannot legally fund, procure or reimburse insurance coverage for a property owned or controlled by the association.

Under New York General Municipal Law (§ 93 & § 52), a fire district's statutory authority to purchase insurance is limited to insurance for the district itself and its officers/employees/volunteers, with no general authority to expend public funds on insurance for property owned or operated by an external entity.

OSC guidance requires strict compliance with statutory authority for all expenditures of public funds and supervisory review to ensure funds are used only for authorized purposes.

APPROVED to move forward.

14. Website: The new Irondequoit Fire District website is live and running under the Irondequoitfire.org Captain Serenati is in the final phases with First Arriving of making a few last-minute changes and discovering the process for our administrative and operations staff to upload and update information as it changes. Please take a look when you get a chance!

15. ISO: Our current Insurance Service Office rating for the Irondequoit Fire District is as a Class 2 Fire Department. ISO is an organization that evaluates a community's fire protection capabilities and assigns a Public Protection Classification (PPC) rating. These ratings range from: Class 1 (best level of



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fire protection) to Class 10 (no recognized fire protection). Why ISO Matters? ISO ratings directly affect: Homeowners' and commercial insurance premiums, Community fire risk and insurability, Municipal credibility and economic development and Lower ISO class numbers generally mean lower insurance rates for residents and businesses. I have begun the process of requesting a new survey from ISO, to potentially work towards a Class 1 designation. Our last survey was in 2022, when we received a rating of 2. Based on the increases in staffing, training, credentialing and automatic mutual aid, we believe we would be in line to move to a Class 1 rating. Not only would this be an economic benefit to the taxpayers, but it would also confirm the high standards of professionalism that we hold IFD to. More information to follow in the next few months.

16. A personal note of thanks: Shortly after the last BOFC meeting in November, I completed my Master's Degree through Columbia Southern in Fire Service Executive Leadership/Public Administration, with the support of 2025's Board of Fire Commissioners. I am extremely grateful for the opportunity to keep learning, growing and being a better Fire Chief for the Irondequoit Fire District, and I could not have accomplished it without your support.
17. AC Boehl would like to thank Commissioner Napoli, on behalf of the Fire Department for his many years of service to the community and we all wish him well as he moves off the board of fire commissioners.

Commission Reports

- *Commissioner Ange (Long Range Planning / Vice-Personnel)* - Reports that he and Commissioner Elect Nolan will be attending the annual Commissioner training in Brighton.
- *Commissioner Ingersoll (BOFC Vice-Chairperson / Buildings & Grounds / LVFA Association Liaison / AFDSNY Rep.)* - Requested to cancel the 12/29/25 BOFC meeting as all essential business for 2025 has been completed - **APPROVED**.
- *Commissioner Lipari (Personnel)* - Discussion regarding the new website and social media presence. It all looks good!
Further discussion regarding the use some of the current unassigned fund balance to pay off the 375i (p) retirement plan for a cost of \$311,121.15. It will save a considerable amount in interest if we pay this debt off by the end of 2025 - **APPROVED**.
- *Commissioner Napoli (BOFC Chairperson / MCFDOA Representative / RCVFA Association Liaison)* - No Report.
- *Commissioner Turner (Insurance / Intermunicipal Agreements)* - No Report.

Old Business - none

New Business - All motions noted on the following table(s).



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MOTION	Motioned					Second					NOTES	
	Ange	Ingersoll	Lipari	Napoli	Turner	Ange	Ingersoll	Lipari	Napoli	Turner	Carried	
Approval of the previous meeting minutes.				X	X						X	
Approval to properly audit and pay the bills as submitted on or before this meeting date.		X						X			X	
Approval to properly audit and pay the credit card statement on or before this meeting.	X						X				X	
Approval of Resolution to surplus any unused or no longer needed cellular telephone hardware that was previously used with the Verizon account.					X		X				X	
Approval of General Orders: GO #23.1 Meeting Room Use, GO #62 Educational Incentive, GO #63 Response Time Procedures, GO #64 Cellular Devices and or Compensation.			X				X				X	
Approval of the use of some of the current unassigned fund balance to pay off the 375i (p) retirement plan for a cost of \$311,121.15.			X				X				X	
Approval to appropriate interest to cover all remaining overspent budget line items for the remainder of 2025.		X				X					X	

***All votes and motions passed unanimously, unless otherwise noted.**

- Motion for Executive Session for *"The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment"* at 8:06pm by Commissioner Ange, seconded by Commissioner Turner. Carried.
- Motion to exit Executive Session and re-open the Regular Meeting at 8:38pm by Commissioner Turner, seconded by Commissioner Ingersoll. Carried.
- Motion for Adjournment at 8:40pm by Commissioner Ange, seconded by Commissioner Ingersoll. Carried.

Respectfully Submitted,
Rodd Riesenberger
Fire District Secretary

NEXT REGULAR MEETING: MONDAY, JANUARY 5, 2026, at 6:30pm, Culver Fire Station.