



# IRONDEQUOIT FIRE DISTRICT

2960 Culver Road, Rochester, NY 14622

## Board of Fire Commissioners Meeting Minutes

January 19, 2026

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 January 19, 2026. 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 Present: Ange, Ingersoll, Lipari, and Nolan

Commissioners Absent: Turner

A quorum of the Board of Fire Commissioners was present.

District Officers and Staff Present:

Fire Chief Shane Metcalfe

Assistant Fire Chief Boehl

Purchasing Clerk James Mastin

District Secretary Rodd Riesenberger

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Business of the Board

- 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 expenses and pre-paid payments have been processed and are up to date as of this meeting.
2. We received the building permits for the fence projects at both fire stations.
3. There is an ongoing problem with the shower work completed by the contractor at the Empire Station. The shower continues to leak and was not properly repaired initially. We will be working with the contractor to ensure the issue is properly corrected.

Operations Report

*Chief Metcalfe and Assistant Chief Boehl*

1. First Due: Work is continuing on the changeover to First Due for scheduling. This effort is being led by Battalion Chief Caracci and Lieutenant Josh Mastin. The District is currently running the CrewSense scheduler and the First Due scheduler in parallel, with a full switchover planned for February 1.
2. Supervisor Perticone Meeting: Assistant Chief Boehl and Chief Metcalfe met with Irondequoit Town Supervisor Perticone's staff on Thursday, January 8th, for several hours. A very productive conversation was held regarding District operations, the challenges faced, and the strong position the organization has established.



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3. Citizen Phone Call: Chief Metcalfe received a phone call from a resident regarding her tax bill. The discussion addressed questions about the Irondequoit Fire District, including how fire districts operate, associated costs, and changes that have occurred over the past several years. The Chief provided clarification and context regarding the District's operations and budget. The resident was invited to attend a BOFC meeting, the Annual Budget Hearing, or to meet in person for further discussion, should she wish to do so.
4. MCFCA / OPB Representative: Chief Metcalfe has been appointed as the 1st Battalion Representative to the Monroe County Fire Chiefs Association. The Association continues to support Monroe County fire departments through training and educational initiatives.
5. NYS Canal Corporation Annual Document: By law, the District is required to participate in the New York State Canal Corporation's Dam Safety Emergency Action Plan. This requirement applies to areas of the fire district that border Irondequoit Bay, particularly along Empire Boulevard, where significant flooding has occurred in past years.
6. 2% Letter: As in recent years, work is ongoing to establish the correct breakdown of the 2% allotment among the four organizations (LVFA, RCVFA, IPFFA, and CCO), including the appropriate percentage for each.
7. Admin Office: The Chief discussed reducing traffic and congregation within the Administration Office to support efficient operations. Consideration was given to restricting access to administrative staff, Commissioners, and Fire District officers.
8. Surface Tablets for BOFC: The Chief discussed the use of Microsoft Surface tablets for BOFC members to streamline meeting materials and reduce paper usage. Additional pricing information is pending.
9. Class A Uniforms: The first batch of Class A uniforms is available for pickup, as detailed by Captain Serenati. Groups have begun scheduling pickups and determining final uniform needs. Adrian Jules was commended for exceptional quality and fit.
10. Training Update: Five officers will be attending the Fire Officer III program over the next few weeks, hosted by MCC. Upon completion, 15 of 16 career fire officers at IFD will be certified to that standard, with the remaining officer scheduled to attend later this year at Montour Falls. This represents a significant milestone demonstrating the high level of training and professionalism within the organization.
  - a. Ice Rescue Training: Ice rescue training will be conducted on Irondequoit Bay during the week of February 9 through February 13 with each of the four career groups and volunteer staffers. Brighton Fire, Barnard Fire, and St. Paul Fire have been invited to participate.
11. General Orders: Drafting has begun on General Orders 022 and 022F, "Facility Key and Electronic Access Control," as well as General Order 026, "Access to the Fire District Administration Office."
12. Monroe County Peer Support: The Monroe County Peer Support Team has been engaged to assist members following recent tragedies within the IFD. The team is scheduled to visit the Culver Station next week.

## Commissioner's Reports

- *Commissioner Ange* - The next Monroe County Fire Districts Officers meeting is scheduled for Thursday February 19; at the St Paul Exempt Club on Thomas Avenue. In addition to the business meeting, Josh Steele, an attorney at Harris Beach Law Firm will review current legal issues, and any pending state or federal initiatives or legislation that may impact fire districts.



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- *Commissioner Ingersoll* - Some discussion regarding the rumors that there might be some repurposing of the Volunteer Lounge at the Empire Station. Currently, there are no plans to renovate or repurpose any space at either fire station.
- *Commissioner Lipari* - Discussion regarding the Partial Tax Exemption Real Property Tax Bill under Section 466-k of the Real Property Tax Law which was passed by the BOFC in February 2023. This bill grants volunteer firefighters who own property in the fire district a partial tax exemption.
- *Commissioner Nolan* - Discussion regarding the possibility of having Commissioner oversight regarding the IT department and long-range planning.
- *Commissioner Turner* - no report.

## ***No additional business was brought before the Board.***

### Motions and Resolutions

1. A motion was made by Commissioner Ange, seconded by Commissioner Lipari, to approve the minutes of the previous meeting. Motion Carried.
2. A motion was made by Commissioner Lipari, seconded by Commissioner Nolan, to audit and pay all claims, including accounts payable and District credit card statements, as submitted on or before this meeting. Motion Carried.

### **Executive Session**

A motion was made at 7:23pm by Commissioner Ange, seconded by Commissioner Lipari, to enter into Executive Session pursuant to Public Officers Law §105(1)(f) for the purpose of discussing matters relating to the medical, financial, credit, or employment history of a particular person, and matters leading to the appointment or employment of a particular person. Motion Carried.

A motion was made by Commissioner Nolan, seconded by Commissioner Ange, to exit Executive Session and return to Open Session. Motion Carried.

The Board returned to Open Session at 7:33pm No action was taken during Executive Session.

Motion for Adjournment at 7:35pm by Commissioner Lipari, seconded by Commissioner Ange. Motion Carried.

Supporting documentation referenced herein is incorporated by reference and maintained with the official record.

### **Addenda**

1. Any additional documents presented to or acknowledged by the Board at the Organizational Meeting

All addenda are maintained as part of the district's official records in accordance with the New York State Records Retention Schedule.

Respectfully Submitted,

**Rodd Riesenberger**  
District Secretary

NEXT MEETING: Monday, February 2, 2026, 6:30pm at the Culver Road Fire Station.