



# IRONDEQUOIT FIRE DISTRICT

2960 Culver Road, Rochester, NY 14622

## Board of Fire Commissioners Meeting Minutes

April 6, 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 April 6, 2026. The meeting was called to order at 6:30pm by the Chairperson, who then led all present in the Pledge of Allegiance.

### Attendance:

Commissioners' Present: Ange, Ingersoll, Lipari, Nolan and Turner

Commissioners' Absent: None

A quorum from the Board of Fire Commissioners was present.

### District Officers and Staff Present:

Fire Chief Shane Metcalfe

Assistant Fire Chief Jayson Boehl

Captain Ryan Kohlmeier

District Treasurer Andrew Brown

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: Resignation letter from Volunteer Firefighter Joe Marini

### 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 current as of the meeting date.
2. Capital Plan Resolution

### Operations Report

*Chief Metcalfe and Assistant Chief Boehl*

1. Skylight Signs Quote/Empire Station - Captain Serenati presented a quote from Skylight Signs, who completed the updated sign work at the Culver Station in 2025. The proposed scope of work for the Empire Station includes installation of a matching "Irondequoit Fire District" sign in red LED lettering.
2. Engine 172 Build Meeting - The District met with John Alfieri of Pierce Manufacturing to review proposed changes to the Engine 172 build. It was determined that the original delivery timeline was incorrect. All design changes must be finalized and submitted by the end of 2026, with anticipated delivery in August/September 2027.



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The extended timeline provides additional opportunity to refine the apparatus to better align with operational needs while reducing unnecessary costs. To date, approximately \$100,000 has been removed from the initial project cost, with further review ongoing.

3. Volunteer Staffing Compliance - Captain Serenati and the Chief will be reviewing volunteer firefighters who did not meet 2025 training and staffing compliance requirements and who were placed on employee improvement plans for the first quarter of 2026.  
Upon completion of this review, recommendations may be made regarding members who remain non-compliant. Additional information will be provided to the Board as it becomes available.
4. Marine 1776 - Marine 1776 has been returned to quarters following winter storage at the Town of Irondequoit. Captain Kohlmeier has initiated seasonal readiness preparations, with anticipated return to service as early as Wednesday of this week.  
Annual maintenance has been completed by FM Bell, and further operational adjustments have been made to ensure readiness for the 2026 boating season.
5. 2026 Monroe County Recruit Training Program - The 2026 Monroe County Recruit Training Program is scheduled to begin during the second week of August at the Public Safety Training Facility (PSTF), with Ridge Road Fire District serving as the host agency.

Ridge Road has requested IFD participation in the form of instructors for classroom, hands-on, and physical fitness training. The District has historically supported the MCRTP, including years in which IFD did not have recruits enrolled, in recognition of the program's value to both recruits and instructors.

Chief Boehl and the Chief will attend the upcoming Monroe County Career Chiefs meeting to discuss potential IFD sponsorship of volunteer firefighters and opportunities to offset tuition costs through the provision of instructors and/or apparatus.

The 2026 recruit list has been released, and the IFD roster has been provided for Board review.

6. Brite Services Quote - The District has received a proposal from Brite Services to upgrade the Empire Station network infrastructure from CAT5 to CAT6 to improve bandwidth capacity and overall system performance.

The proposed cost is approximately \$24,000. Due to the magnitude of the expense, it is recommended that the Board defer action pending the availability of interest earnings or consideration of funding through the Building Repairs budget.

Temporary mitigation measures have been implemented by Captain Kohlmeier; however, full infrastructure upgrades will be required to achieve a permanent solution. The proposal is attached for Board review.

7. SOU/Volunteer Squad Vehicle - Following the presentation at the March 16, 2026, BOFC meeting and subsequent Capital Reserve Fund discussions, the Board considered moving forward with the purchase of the Special Operations Unit (SOU) / Volunteer Squad apparatus. The matter was discussed.
8. Helendale Road Fire - On Friday, March 27, 2026, Irondequoit Fire District units, with automatic aid, responded to 520 Helendale Road for a reported bathroom exhaust fan fire. Upon arrival, crews identified a



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working structure fire with extension into the living space and garage, with heavy smoke conditions observed from the garage and attic areas.

The first-due unit (E172) arrived within approximately two minutes, and a working fire was declared. The fire was placed under control within approximately five minutes, with overhaul operations continuing for approximately one hour.

IFD personnel, in coordination with mutual aid agencies from St. Paul, Point Pleasant, Ridge Road, and Brighton, operated effectively and limited structural damage. The resident expressed appreciation for the rapid response and professionalism of all responding personnel.

9. Carlsam Drive Erosion / Collapse - Due to recent significant rainfall and resulting erosion, multiple properties on Carlsam Drive (off Densmore Road) are at risk of structural collapse due to hillside instability behind the residences.

On-duty crews have been working in coordination with the Fire Marshal's Office, Town Department of Public Works, and Town engineers to monitor conditions and provide support as needed.

At this time, one property has been posted as unsafe and is not to be occupied. Additional structures remain at risk, and further updates will be provided as the situation develops.

10. General Orders - Based on the District's subscription to Fire Law's "Policies You Must Have," a draft General Order has been developed addressing hazing and harassment.
  - a. **General Order #010 - Hazing and Harassment** - Draft attached for Board review.
11. ITC Governance/IT General Orders - The District's IT security assessment is nearing completion. A meeting is scheduled with Brite Services to review their management of certain processes, as well as to address revisions to the seven draft IT General Orders as requested by Commissioner Nolan.

It is anticipated that this work will be finalized and ready for Board action at the April 20, 2026, BOFC meeting.
12. CREST Grant Letter from NYS - The District has received a grant award letter from the New York State CREST Program in the amount of \$67,500 for hose and nozzle replacement. The letter is attached for Board review.

## Commissioner's Reports

- *Commissioner Ange* - No Report.
- *Commissioner Ingersoll* - Inquired whether the District can take any action to encourage the Town or New York State Department of Transportation (DOT) to remove a tree on Empire Boulevard that is resting on communication wires and prompting repeated calls for service. The Fire District has responded to this location on multiple occasions. The matter was discussed.
- *Commissioner Lipari* - Inquired whether the District intends to surplus or dispose of an existing vehicle in connection with the purchase of the Special Operations Unit (SOU) apparatus, specifically referencing the 2015/2016 Chevrolet Tahoe or the 2016 Ford pickup. The matter was discussed.
- *Commissioner Nolan* - No Report.
- *Commissioner Turner* - No Report.



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

## Motions and Resolutions

1. A motion was made by Commissioner Ange, seconded by Commissioner Turner, to approve the minutes of the previous meeting. **Motion carried.**
2. A motion was made by Commissioner Turner, seconded by Commissioner Lipari, to audit and pay all claims, including accounts payable and District credit card statements, as submitted on or before this meeting. **Motion carried.**
3. A motion was made by Commissioner Ange, seconded by Commissioner Turner, to approve the IFD Capital Plan Policy. **Motion carried.**
4. A motion was made by Commissioner Turner, seconded by Commissioner Nolan, to approve the IFD Capital Plan Resolution. **Motion carried.**
5. A motion was made by Commissioner Lipari, seconded by Commissioner Ange, to approve the Resolution Authorizing the Purchase of a Special Operations Unit (SOU) apparatus from the Capital Apparatus and Equipment Reserve Fund, at a cost not to exceed \$150,000, subject to permissive referendum. **Motion carried.**

## **Executive Session**

A motion was made at 7:20pm by Commissioner Ange, seconded by Commissioner Turner, 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 Lipari, seconded by Commissioner Ange, to exit Executive Session and return to Open Session. **Motion carried.**

The Board returned to Open Session at 7:50pm. No action was taken during Executive Session.

Motion for Adjournment at 7:57pm by Commissioner Turner, seconded by Commissioner Nolan. **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 meeting shall be 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, April 20, 2026, at 6:30 PM, Culver Road Fire Station.