



IRONDEQUOIT FIRE DISTRICT

2960 Culver Road, Rochester, NY 14622

Board of Fire Commissioners Meeting Minutes

April 20, 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 20, 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

Purchasing Clerk James Mastin

District Secretary Rodd Riesenberger

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

- All expenses and pre-paid payments have been processed and are current as of the meeting date.
- Quarterly Healthcare Invoices will be sent out to the Retirees this week.
- The Empire bathroom project has been completed.
- Parking Lot PM & Repairs... Rodd and Jim are working on the Resolution for the Daily Record for Empire.

Operations Report

Chief Metcalfe and Assistant Chief Boehl

1. Monroe County Legislature/Executive Letter - This past week we received correspondence from the Monroe County Legislature and the County Executive confirming the forward progress on the traffic signal devices and future permanent traffic light to be installed in front of the Culver Station. While the final project will not be completed until 2028, it is an extremely positive step forward for the IFD that will not come out of our budget funds. The intent is to also work forward on this process and replicate it in front of the Empire Station next.
2. Profit and Loss Spreadsheet – Over the last two weeks, we have reviewed several lines of the P&L which appear to be out of line with the intended purchases and budget for 2026. Several of the lines are simply mis-allocated (example being Mechanic Bells Diagnostic Computer). We are working to rectify those lines.



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3. Training Prop/Storage Container – We have discussed the idea of purchasing a training prop/storage container for the Empire Station. Captain Serenati and Firefighter Kaspar have continued to conduct research and present options for the storage prop. Based on our current situation with the Empire Station parking lot, I would like to move forward with the training prop under the guise that it will be temporarily located and placed on 8x8x20 wood posts as a base, and when the Empire Station is re-paved, look at options for a permanent base (concrete, asphalt or stone). The best and most affordable/effective quote is from Viola Storage for at \$4,500.00 delivered.
4. ITC Governance
 - a. General Orders – See item #15
 - b. Brite Protect Quote – See attached
5. Live Fire Training 4-25-26 – IFD will be conducting Live Fire Training with the West Webster, Webster and Penfield Fire Departments this weekend at the Pt. Pleasant Fire Training Grounds. There are a number of Live Fire Evolutions scheduled over the next few months for IFD and in conjunction with our mutual aid partners. This is the 1st of the season.
6. Explorer Post Award – Our explorer post is in line to receive an award from the Otetiana Council in the coming weeks.
7. Eastridge DWI Re-enactment – Kudos to Lt. Sinaguglia and our crews who participated in the Eastridge High School’s DWI Re-enactment this past week in conjunction with IPD and IA. The school was very happy with our support and participation, along with IPD/IA. Lt. Sinaguglia did an excellent job (as he always does) of preparing and executing the event.
8. Hose Grant – We have completed the necessary legal documents with Samra Brouk’s office, which required signatures internally and by our general counsel. Those documents have been issued back to Ms. Brouk’s office. Chief Finewood and Captain Muster have set up demo days for various hose manufacturers and that committee will have a recommendation for purchase in the next few weeks.
9. 2026 RFFT Update – At the Monroe County Career Chief’s Meeting last Wednesday, the 2026 RFFT was discussed. Unfortunately, there are no current openings available if a need exists for IFD Career Firefighters or any IFD Volunteer Firefighters. The current academy was scheduled to have 20 students; they are currently at 24. They will not allow any additional candidates at this time, which obviously impacts our Volunteer FF’s who may want to put themselves through an RFFT or for any potential replacements we may face in the next year.
10. East Ridge Road Construction – We have received a briefing from the Monroe County Department of Transportation regarding upcoming construction in the East Ridge Road corridor this summer.
11. Bryx Security – There is sensitive information that comes across the Bryx system and we will be restricting who receives that information. Chief Metcalfe wanted to again thank the Board for supporting those changes internally will provide liability protections for the IFD.
12. Behavioral and Neurological Support – Our response to Mental Health and Behavioral emergencies for our employees needs to increase. The services we have with EAP/COE are great starting points, but our employees and volunteers often require additional support. We have a meeting scheduled this Wednesday the 22nd with Samantha Green, who is a local (Webster) Licensed Mental Health Counselor and Low Energy Neurofeedback Practitioner.
13. IA Workout/Fitness Facility Request – After consulting with our General Counsel, Mr. Peter Weishaair he offered his counsel against this request. His counsel focused on the appearance of a “Gift of Public Funds” which is outlined in the NY Constitution Article VIII in which states a local municipality cannot give or loan public property to a private entity without adequate consideration. He also agreed that there is significant liability in terms of usage, injury and related coverage to the IFD. I will draft a letter to Chief Saporito of Irondequoit Ambulance politely declining the request with the BOFC’s approval.



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14. Usage Agreement RCVFA Parking Lot Access – General Counsel has the following questions related to the agreement in draft between the IFD and the RCVFA:
 - a. Will there be a charge or reimbursement of expenses by RCVFA to IFD for use of the parking lot i.e. snowplowing, maintaining the driveway, sharing the cost of repaving, striping, etc.?
 - b. Are you limiting the number of spaces or time when they are able to use the lot?
 - c. Will there be a need to install additional security lighting and if so, do they pay for it?
 - d. They need at least \$1,000,000 in liability insurance, naming IFD as an insured.
 - e. Are you prohibiting parking RV's, campers, or commercial vehicles larger than a pickup?
 - f. What is the nature and use of their structure (how would you describe it)?
 - g. Will they be serving any alcoholic beverages on their property.

15. General Orders for Review/Approval:
 - a. General Orders IT-01 through IT-07 IT Policies (Needs Approval).
 - b. General Order #010 – Hazing and Harassment (Needs Approval).
 - c. General Order #FD-03 – Fire District Commissioner Meetings – Open Meetings Law (draft)
 - d. General Order #FD-02 Online Banking Policy (draft).

Commissioner's Reports

- [Commissioner Ange](#) - The RCVFA will be having a "Kentucky Derby Party" in the RCVFA building on 5/2, 3-10pm
- [Commissioner Ingersoll](#) - Discussion regarding the need to replace a freezer at the Empire Station that is utilized by the Career Staff and the Laurelton Volunteer Fire Association. The LVFA has offered to split the cost on the freezer for a cost to the IFD for no more than \$1,000.
- [Commissioner Lipari](#) - No Report.
- [Commissioner Nolan](#) - No Report.
- [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 Turner, to approve the minutes of the previous meeting. **Motion carried.**
2. A motion was made by Commissioner Ange, 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.**
3. A motion was made by Commissioner Lipari, seconded by Commissioner Turner, to approve the purchase of a storage container from Viola Storage for a cost not to exceed \$5,000. Commissioner Nolan voted against the proposal. **Motion carried 4-1.**
4. A motion was made by Commissioner Turner, seconded by Commissioner Nolan, to approve General Orders IT-01 through IT-07. **Motion carried.**
5. A motion was made by Commissioner Ange, seconded by Commissioner Nolan, to approve General Order #010 – Hazing and Harassment. **Motion carried.**
6. A motion was made by Commissioner Turner, seconded by Commissioner Ange, to approve sharing the purchase of a freezer for the Empire Station with the LVFA for a cost not to exceed \$1,000. **Motion carried 4-1.**



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Executive Session

A motion was made at 7:03pm by Commissioner Nolan, seconded by Commissioner Ange, 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 Nolan, to exit Executive Session and return to Open Session. Motion Carried.

The Board returned to Open Session at 7:17pm. No action was taken during the Executive Session.

Motion for Adjournment at 7:20pm by Commissioner Ange, 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 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, May 4, 6:30pm at the Culver Road Fire Station.