**Guilford Fire District Monthly Meeting Minutes**

**November 11, 2024**

**Members Present:** Dee Fuller, Jon Worden, Robin Blincoe, Dave Hubbard and Woody Brown.

Secretary/Treasurer – Michelle George.

**Absent:**

**Guests Present:** Harold Ives, Garret George

The meeting was called to order at 7:00 pm by Dee Fuller. Pledge was recited and stood for a moment of silence.

The October 14th minutes were reviewed. Woody made a motion to accept the minutes, Dave 2nd the motion, all approved. Unless otherwise stated, all Commissioners are present for both this meeting and for all votes taken during this meeting.

Treasurer’s Report -Woody made a motion to accept the September reports and Dave 2nd the motion. All approved.

Bills were reviewed and Dave made a motion to pay the bills and Robin 2nd the motion, all approved.

**Old Business:**

**Building Maintenance:**

* **Building Cracks-**Work in progress.
* **Commissioner Elections-** Elections to be held in December 10th, 2024. Election Officials are Pat & Lil Hawkins and Ellen Bosworth. Electors are paid $100.00 each. There are two open terms, 1 year and 5 year. Secretary to put public notice in the paper along with having the Oxford and Guilford Twon Clerk post as well. Robin made a motion to make the election hours from 2pm – 7pm, Dave 2nd the motion. All ayes, carried.
* **The Oxford Fire contract-** Contract is complete needs seal and to be mailed to the Town of Oxford.
* **Building & Equipment Funds –** Discussion on the need to create a Building & Equipment Fund.

**Chief’s Report:**

* **Training** – Electric bus training in Sidney November 12th & 13th.
* **191** –new gauge is ordered.
* **Christmas with Santa-** December 14th from 1-3pm.
* **SCBA testing** – Unsure of vendor as of now.
* **FASNY Due’s** – Received renewal notice

**Policies:**

* **Parking Lot Policy-**No update on further researching policies.
* **Disaster Plan Policy**-on hold, Dee needs to discuss with Harold.

**Fire District:**

* **District Closet Cleanup Day-** Completed but still more needed.
* **EMS Inventory-** Dee would like the squads inventory list in excel format, still waiting.
* **Fire Department Inventory**- still waiting to receive, Harold is actively working on this.
* **OSHA Regulation Update**-Tabled.
* **Assignment of Board job duties –** Tabled.
* **Printer purchase-** Complete

**New Business:**

* **Organizational meeting** – To be held January 13th, 2025.
* **Tape recording meetings** – Dee stated going forward if someone plans to record the meeting, they need to advise the secretary at the beginning of the meeting so it can be notated in the minutes. All recordings must be kept and made available if anyone should request to listen to them.

**New Building Project:**

1. **Saam Property-** Still pending a response from the owners as to the status of the Countyreleasing the piece of property.
2. **Funding Applications-** All submitted.
3. **Feasibility study –** In progress
4. **Keystone-** Contract has been signed and returned.
5. **Bonding –** Discussion on signing the contracts presented from Municipal Solutions and Hawkins (Bond Council), questions regarding when charges begin to accrue. If it’s when the contract is signed or when the services are rendered. Jon made a motion to authorize Chairperson Dee to sign both contracts as long as no payment is expected up front and only as services are rendered, Woody 2nd the motion. Roll call: Dave -Aye- Robin -Aye- Woody -Aye- Jon -Aye- Dee -Aye-, Carried.

Dave made a motion to adjourn the meeting at 9:25pm and Robin 2nd the motion. All approved.

Next meeting will be held on December 9th at 7pm.

Respectfully submitted by: Michelle George-Guilford Fire District Secretary and Treasurer