**Guilford Fire District Monthly Meeting Minutes**

 **April 7, 2025**

**Members Present:** Dee Fuller, Jon Worden, Woody Brown, Taylor Page

Secretary/Treasurer – Michelle George.

**Absent:** Dave Hubbard

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

The meeting was called to order at 7:00 pm by Dee Fuller.

March 3, 2025, minutes were reviewed, Woody made a motion to approve the minutes as written and Taylor 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 March reports and Taylor 2nd the motion. All approved.

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

**Old Business:**

**Building Maintenance:**

* **Building Cracks-** Ongoing – weather permitting.

**Chief’s Report:**

* **Training** – Sexual harassment training will be held after May meeting.
* **Entrance door** –Working on changing the door combo.
* **Spaghetti Dinner-** Complete, went well.
* **BEFO Class** – complete, hazmat remaining
* **Food service permit**- renewed and hung up.
* **Chicken BBQ** – Saturday April 26th.
* **Uniforms**- Looking into getting members correctly fitting uniforms.

**Policies:**

* **Parking Lot Policy-**No update on further researching policies.
* **Disaster Plan Policy**-on hold, Dee needs to discuss with Harold.
* **Policy manuals**- Please bring each meeting so they can be updated.

**Fire District:**

* **Fire & EMS Inventory-** Ongoing.
* **District Inventory -** Ongoing
* **OSHA Regulation Update**-Tabled.
* **Assignment of Board job duties –** Tabled.
* **Commissioners Training**- Was March 22, 2025, in Endwell NY from 8am – 3pm. Woody made a motion that no reimbursement is needed for Jon Worden’s training as he was excused due to work. Taylor 2nd the motion, all approved, carried.
* **District closet** – Need filing cabinet with lock.
* **QuickBooks –** Waiting to receive debit card in the mail to complete purchase.

**New Business:**

* **Election of Officers –** Taylor made a motion to approve the 2025 elected Officers for the Fire Department and Emergency squad, Woody 2nd the motion. All approved, Carried.
* **Law books/guides –** Jon made a motion authorizing the Chairman Dee Fuller to order a new Fire District Officer guide/Rev. 27, Taylor 2nd the motion. All approved, Carried. Taylor made a motion authorizing the purchase of the Fire Service law book for $65.00, Jon 2nd the motion. All approved, carried.
* **P.O. Box key-** Woody will check on getting a 2nd key if one hasn’t already been issued.

**New Building Project:**

1. **Saam Property-** Contract signed waiting on final items to be completed. Subdivision is complete.
2. **Grant updates-** Gillibrand’s Office grant application was submitted 4/4/25, Josh Riley’s Office is now accepting applications.
3. **Feasibility study –** Complete, having Building Committee meeting 4/16/25 with Keystone to review.
4. **Municipal Solutions –** Received debt service schedule.

Taylor made a motion to adjourn the meeting at 8:22pm and Woody 2nd the motion. All approved.

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