**Guilford Fire District Monthly Meeting Minutes**

**May 5, 2025**

**Members Present:** Dee Fuller, Jon Worden, Woody Brown, Dave Hubbard

Secretary/Treasurer – Michelle George.

**Absent:** Taylor Page

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

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

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

Bills were reviewed and Woody made a motion to pay the bills and Dave 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 June meeting. Paul has completed BEFO, Chip & Jerry are currently taking IFO.
* **Entrance door** –Changing the door combo, will put a message out with new code once complete.
* **Dougs Fish Fry –** Fundraiser Monday Aug 4, 2025. Dave made a motion; Jon seconded the motion to approve the fire department to hold the Doug’s Fish fry fundraiser on Monday 8/4/25. All Ayes, approved.
* **Chicken BBQ** – Saturday April 26th Complete
* **Uniforms**- Total cost of approximately $3700.00, Benevolent has agreed to put $1000.00, PPE Budget will pay $500.00, and the department will pay the remainder.
* **Squad update –** Per Assistant Chief Ambulance will be going in for a service Tuesday 5/13/25. A service ticket has been placed on the seal on side door. The squad is putting together a stop the bleed/active shooter training 6/22/25, the squad has agreed to pay for department members wishing to participate.

**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.
* **District closet** – Need filing cabinet with lock.
* **QuickBooks –** Has been purchased, working on migrating old system to the online version.
* **P.O. Box key-** Discussion on why there are 3 P.O. Boxes being paid for, stated they need to be separated per district/dept & squad. Woody checked into the keys, stated 2 have been issued unsure who has the 2nd key. Michelle will get the district mail going forward.

**New Business:**

* **UTV Trail ride** – 4 Towns Forward is looking to hold a UTV tailride next April with all proceeds to be donated to the department. Discussion on possible routes and how this would look for Guilford. There would be event insurance coverage in place so the department/district would not be liable.
* **NYS Tax valuation** – Needs approval from Town/County/School District as well, end date for this is 12/25/2025. Will be brought up to the fire department members to gauge interest.

**New Building Project:**

1. **Saam Property-** Tentative closing date was 5/1/25, waiting to hear from attorney’s office.
2. **Grant updates-** Gillibrand’s Office grant application was submitted 4/4/25, Josh Riley’s Office submitted.
3. **Feasibility study –** Received 2nd study that came in higher than the 1st. Having a meeting on 5/6/25 with Bond council/Attorney and Municipal Solutions to discuss options for moving forward. Will look to record the zoom meeting for District member’s review.
4. **Municipal Solutions –** To be paid from legal line.

Woody made a motion to adjourn the meeting at 8:18pm and Dave 2nd the motion. All approved.

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