Charlton Fire District Meeting Minutes
February 4, 2026

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on. February 4, 2026, at 7:00pm

PRESENT: Stephen Dyer, Ryan McDonald, Janet Reville, Dan Martin, George Davidson, and Erin Waite
ABSENT: Tracey Lyons

1. **Approval of Agenda**
   Motion to approve the agenda was made by Dan Martin and seconded by Janet Reville. Approved 4-0-0

2. **Approval of Minutes**
   Motion to approve all the January 7th meeting minutes made by Ryan McDonald and seconded by Dan Martin. Approved 4-0-0

3. **Chairman's Report**
   Stephen Dyer reported that the company has created a new workout group for senior members. The group meets Monday, Wednesday, and Friday mornings. If any senior members are interested.
   Stephen Dyer also reported that there will be a training offered on Garages & Basements to firefighters coming up.

4. **Treasurer's Report**
   a. Annual Report was reviewed and George Davidson indicated it has been submitted.
   b. January's Treasurer's report presented by George Davidson
   c. Review and audit of bills.
   d. Operating Account: $60,550.25
      Apparatus Capital Reserve: $57,727.48
      Equipment Capital Reserve: $29,877.70
      Emergency Capital Reserve: $25,707.22
      Capital Improvement Reserve: $24,517.34
      Total Checking/Savings: $186,681.05
      Capital Improvements Investment: $99,283.92
      Equipment Reserve Investment: $99,283.92
      Operating Fund (Treasury Bill) Investment: $0
      Apparatus (Treasury Bill) Investment: $785,125.00
      Total Reserve Investments: $983,692.84

   George reviewed the Collateral Statement.
   Motion to approve the Annual Treasurer's report was made by Janet Reville and seconded by Dan Martin. Approved 4-0-0
   Motion to pay outstanding bills was made by Janet Reville and seconded by Dan Martin. Approved 4-0-0
   Motion to approve Treasurer's report made by Ryan McDonald and seconded by Janet Reville. Approved 4-0-0

5. **Chief's Report**
   - Call Volume for January 2026: 17 total calls as of 1/29/26.
   - LT Scranton and FF Giver successfully passed their EMT Exam.
   - LT's Miraglia and Reed are currently taking Fire Office 1 in Greenfield.
   - Annual interior firefighter fit testing is scheduled for May 5th, 2026. Gibby's will be at the station starting at 1830 on the 5th.
   - Hose testing is scheduled for May 1st, 2026, at the Water Tower.
   - The new desktop computer has been installed in the radio room and is working well so far with keeping IAR up on both TV screens in the radio and gear rooms.

- Chief DeCapria is asking permission to remove Dustin Kalisz and Aidan Martin from the insurance rolls. Both have resigned from the fire department. A motion was made to approve removing both Dustin Kalisz and Aidan Martin from the insurance rolls by Dan Martin and seconded by Ryan McDonald. Approved 4-0-0

6. Company Presidents Report

Megan Reed was not present at the meeting. However, she did provide a copy of her report via email to the board.

There was one request to use the firehouse for a potluck to watch the Super Bowl. Members are also requesting approval to carry in/carry out beer for this event. It was indicated that there would be members that would not be consuming alcohol so any calls would be covered. A motion was made to approve the use of the firehouse to watch the Super Bowl and to allow the carry in/carry out of beer by Janet Reville and seconded by Dan Martin. Approved 4-0-0

7. Committee Reports

a. Facilities Management (Janet Reville)
Janet Reville reported that she finally got a response from Johnson Controls that the heat sensor outside the entrance door is not required by NY State.

b. Apparatus and Equipment (Dan Martin)
Dan Martin reported that on 18-2 the chains are not spinning on the passenger side. He also indicated that on 18-4 and 18-2 we need to make sure the air compressor is hooked up correctly.

c. Firematic Training and Fire Prevention Committee (Stephen Dyer)
Stephen Dyer reported that three fire police attended the refresher course that was offered recently. Stephen also indicated that the ice water rescue training had a great response, and everyone enjoyed the training.

d. Radio Communication and Informational Technology Committee (Ryan McDonald)
Ryan McDonald indicated that Megan Miraglia is still working on the website. They are looking at having it up around April/May timeframe.

e. Staff Relations/Code of Ethics Committee (Tracey Lyons)
Tracey Lyons was not in attendance, however, there is nothing to report.

8. Unfinished Business

- Replacement Vehicles have been ordered.
- Supply Accounts – District Secretary is working on getting these set up.
- Physical Fitness Program – The board reviewed the current fitness program, and a motion was made to remove the current fitness program reimbursement of $125 per year per member by Dan Martin and seconded by Ryan McDonald. Approved 4-0-0 In lieu of this a motion was made to move the yearly budgeted money for the fitness program to go towards the gym at the firehouse for new equipment and/or maintenance by Dan Martin and seconded by Ryan McDonald. Approved 4-0-0
- Policy for Laptops/Tablets – deferred until our next meeting in March.

9. New Business

- Compressor Door in the Mezzanine – Janet Reville indicated it was brought to her attention that the compressor door in the mezzanine was being held open with a stick. The board discussed if this door needs to remain open and if so, do we want to look at putting in a door stop or vent in the door. It was indicated that this door should be locked and only a few people should have access to this door. Janet Reville will look into.
- The annual American Red Cross blood drive is scheduled for April 18th, 2026. Approval is being requested to use the building for this event. A motion was made to approve the usage of the building for the annual American Red Cross blood drive by Ryan McDonald and seconded by Janet Reville. Approved 4-0-0

- Lisa DeCapria is requesting use of the meeting room on Saturday, March 21st, 2026, from 11am-4pm for Luca's birthday party. A motion was made to approve the usage of the meeting room on March 21st, 2026, by Ryan McDonald and seconded by Janet Reville. Approved 4-0-0
- Lisa DeCapria is requesting approval to use the building on Sunday, March 29th, 2026, to hold a pancake breakfast from 7am-1pm. A motion was made to approve the usage of the building for the pancake breakfast on March 29th, 2026, by Janet Reville and seconded by Dan Martin. Approved 4-0-0

10. Privilege of the Floor

11. Adjournment

Motion to adjourn made by Dan Martin and seconded by Ryan McDonald at 8:10pm.