Charlton Fire District Meeting Minutes
June 3, 2026

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on. June 3, 2026, at 7:02pm

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

1. **Approval of Agenda**
   Motion to approve the agenda was made by Tracey Lyons and seconded by Ryan McDonald. Approved 5-0-0

2. **Approval of Minutes**
   Motion to approve the May 6th meeting minutes made by Ryan McDonald and seconded by Janet Reville. Approved 5-0-0

3. **Chairman's Report**
   Stephen Dyer reported that there will be Fire Police School being held in July, if anyone is interested.

4. **Treasurer's Report**
   a. May's Treasurer's report presented by George Davidson
   b. Review and audit of bills.
   c. Operating Account: $99,821.96
      Apparatus Capital Reserve: $283,601.96
      Equipment Capital Reserve: $17,263,24
      Emergency Capital Reserve: $25,770.68
      Capital Improvement Reserve: $25,450.44
      Total Checking/Savings: $442,108.81
      Capital Improvements (2 Treasury Bills) Investment: $99,290.90
      Equipment Reserve (Treasury Bills) Investment: $122,845.35
      Operating Fund (Treasury Bills) Investment: $255,640.09
      Apparatus (Treasury Bills) Investment: $689,871.18
      Total Reserve Investments: $912,007.43

   George had not received the Collateral Statement at the time of the meeting.
   Motion to pay outstanding bills was made by Ryan McDonald and seconded by Janet Reville. Approved 5-0-0
   Motion to approve Treasurer's report made by Dan Martin and seconded by Ryan McDonald. Approved 5-0-0

5. **Chief's Report**
   - Call Volume for May 2026: 20 total calls
   - Mike Giver has successfully passed IFO and BEFO. Great job Mike!
   - MED-183 Update:
     o Most of the work is done, it is going back on 6/8/26 to have Kussmaul outlet installed.
     o Once this is done, the vehicle will be placed in service shortly after.
     o County has updated the radio identifier on both the new and old 183s. The old 183 is now M-185, that identifier will transfer over to the pickup truck when we get it.
     o We will be working on getting 183 registered with NYS Department of Health to comply with Part 800 standard.
   - Car 180 Update:
     o Vehicle is mostly done. No timetable on completion yet.
   - Car 18 and MED-183 were both registered with DMV for license plates.
     o We have the title for Car 18, awaiting title for 183.
     o Awaiting license plates for both vehicles.

- Apparatus response standard operating guideline SOG was updated to reflect the addition of a 5th frontline vehicle. We also cleaned up what calls we go priority 1 on.
- We have an officer meeting scheduled on June 22nd to go over upcoming training and some minor mutual box alarm changes.
- Matt Schnitzler, who previously took a leave of absence when he moved to Georgia, has returned and is an active member again.
- Annual medical physicals are complete. Anyone who didn't receive a physical has until July 31st to either have one completed at Wellnow Urgent care or to have their own physician sign our clearance form.
- Permission to order new fire gear for Mike Giver. Total cost is $5,134.14, pricing continues to go up Motion to approve the purchase of new fire gear for Mike Giver not to exceed $5,500 was made by Dan Martin and seconded by Ryan McDonald. Approved 5-0-0

6. Company Presidents Report

Megan Reed was not in attendance. Nothing reported.

7. Committee Reports

a. Facilities Management (Janet Reville)
Janet Reville reported that the urinal in the men's bathroom has been fixed for no charge.

b. Apparatus and Equipment (Dan Martin)
Dan Martin reported the inspects on vehicles by Vander Molen are still in process.

c. Firematic Training and Fire Prevention Committee (Stephen Dyer)
Stephen Dyer had nothing to report.

d. Radio Communication and Informational Technology Committee (Ryan McDonald)
Ryan McDonald reported that the tablets will start to go into service with the new vehicles.

e. Staff Relations/Code of Ethics Committee (Tracey Lyons)
Tracey Lyons had nothing to report.

8. Unfinished Business

- Meeting Room Usage Agreement – Tracey Lyons will work on updating and make it consistent with the Pavilion usage agreement. The board will review changes at next meeting on July 1st.

9. New Business

- Lawn Care – The Board discussed concerns regarding the District's current lawn care provider, CMS Sealcoating. Under the terms of the contract, mowing is to be completed weekly and weeding is to be performed on a regular basis. The Board noted that these services have not been completed as required. Following discussion, the Board determined to terminate the lawn care contract with CMS Sealcoating, effective immediately, due to nonperformance and failure to adhere to the terms of the contract. A motion to terminate the contract was made by Ryan McDonald and seconded by Dan Martin. Approved 5-0-0
- A motion was initially made to withhold payment to CMS Sealcoating pending further discussion with the contractor to resolve the identified service issues. However, following additional discussion by the Board and the approval to terminate the contract, the motion was rescinded.
- A motion was made to contact the next lowest bidder for lawn care services, Unlimited Landscaping, and offer the contract for the remainder of the season, at a cost not to exceed $8,000. The motion was made by Ryan McDonald and seconded by Tracey Lyons. Approved 5-0-0

10. Privilege of the Floor

- Bryan Bartczak of Saratoga Dumpster & Property Services, LLC, the District's snow removal contractor for the previous season, attended the meeting to discuss his proposal to extend the contract for an additional one to three years. This proposal was previously discussed at the May 6th meeting, at which time the Board determined that the current bid specifications do not include language permitting contract extensions and, therefore, the proposal could not be approved at this time. The Board reviewed this determination with Mr. Bartczak and advised that he will need to submit a new bid next year. The Board also noted that next year's contract specifications will include language allowing for the possibility of extending the contract for an additional term.
- Michael Wakulenko of Unlimited Landscaping attended the meeting to express concerns regarding the District's current lawn care service, including that the lawn had not been mowed as required.

11. Adjournment

Motion to adjourn made by Dan Martin and seconded by Janet Reville at 8:17pm.