

**South Salem Fire District
Commissioner Meeting Minutes
December 8, 2025**

Meeting called to order by 7pm by Chairman Bauer

Pledge of Allegiance led by Chief Yorke

Present Commissioners: Bauer, Amerling, Lombardi, Gossett, Scott

Department Officers: Chief Yorke, Assistant Chief Davison

District Employees: Treasurer Blum, Property Manager Andros, Secretary Mansfield

Guest Attendees: Ian Llewelyn, Scott Forbes, Nick DeLaurentis, Rob Dent

Approval of November 10th Regular District Minutes

A motion to approve the November 10th Regular District Meeting minutes was made by Commissioner Lombardi, second Amerling, all voted in favor.

Public Comment Period - none

Chiefs Report - attached and distributed to the Board

Equipment Requests - no requests. Chief Yorke informed the board that the county completed the updates to the radios' programming, which was county funded.

Apparatus - Tanker repairs as discussed at the November District meeting.

Membership - Matt Shue was elected Full Member by the Department on November 13th.

Corresponding paperwork has been submitted.

Training - Vehicle Lifting & Cribbing Drill was completed on November 3rd.

Vehicle Extrication Drill was completed on November 10th.

Live Fire Training – Car Fire Ops Drill was successfully completed on November 17th.

WCDES Hybrid Construction class was hosted on November 24th.

Rope Rescue Drill was completed on December 1st.

Treasurer's Report

Budget YTD vs Actual, Intermonth - Transfers, Deposits Received, Bank Statement reconciliation reports

Transfer to Capital reserve approval is being requested for up to \$75,000. Will be discussed during New Business.

Approval of Treasurers Report

A motion to approve the Treasurers report was made by Commissioner Lombardi, second Gossett, all voted in favor.

Commissioner Amerling reported that the bank statements were reconciled without exception.

Audit of Pending Claims

A motion was made by Commissioner Lombardi to accept the claims and withhold the Lexipol payment pending review and discussion during Administration.

The motion was seconded by Commissioner Scott, and all voted in favor.

Correspondence

NYS Dept. of Bridges and Tunnels -Toll dispute has been resolved by Secretary Mansfield.

SSFD - Correspondence from Chief received regarding member Shue, elected Full Member.

CREST Grant Completed - The final documentation for the Grant Disbursement Agreement has been sent and received. Payment is expected within approximately 4-6 weeks. Commissioner Lombardi will be notified when payment is sent and will update the board.

NERIS Fire Reporting webinar was attended by Commissioner Lombardi.

Request for Records received - December 7th, 2025

District Property Report

Building Usage - none

Building Projects - Mike Wetzel will make miscellaneous repairs to an exterior door and roof.

Knight security request - to be discussed during Unfinished Business

Wetzel fees request - to be discussed during Unfinished Business

Administration

Membership VESO / VFIS

Commissioner Election - Tuesday, December 9th, 2025, South Salem Firehouse, from 5-9pm.

Election Inspectors will report to the Firehouse by 4:30, and the polls will open at 5pm.

Non-members gym access - Discussion to be discussed during Unfinished Business.

January Organizational Meeting - tentatively scheduled for January 13, 2026 and will precede the Regular District Meeting.

Unfinished Business

Pending Projects: Firehouse Entrance Alterations

Railing - A temporary fence was discussed as an option until next month. The work will be finished this week.

Knight security - Last month the board approved \$4,332 instead of the \$6,767 needed to complete the work. The balance needed is an additional \$2,435 (labor) to hook up the ADA door.

Commissioner Gossett to ask if ADA automatic door opener in the plans is required.

A motion was made by Commissioner Bauer to spend up to \$5,000 for the railings. The motion was seconded by Commissioner Gossett, and all voted in favor.

A motion was made by Commissioner Amerling to approve payment of \$2,000 for Mike Wetzel for general repairs, second Commissioner Bauer, all voted in favor.

Live Fire Training - WCDES Hybrid class completed 11/24

Truck Replacement Committee

Insurance on Apparatus - Update from Commissioner Amerling regarding Truck Replacement Value - \$1.4M value increase for the 2004 Pumper, Spartan, Seagrave (2) would raise premiums by \$2,140. After discussion it was decided to revisit the topic of increasing premiums at next months' meeting. Commissioner Amerling will receive an updated quote in January for 1.5M or 1.6M.

District Policy Updates

Lexipol - Due to low Membership compliance, a motion was made by Commissioner Scott to cancel payment to Lexipol, second Bauer.

After discussion, Commissioner Scott's motion was tabled, pending Commissioner Amerling discussing options and typical best practices of the department with the attorney.

Commissioner Lombardi requested building use for February 25th at 7pm for the Westchester Association of Fire Districts Meeting. Property Manager Andros to add date to the schedule.

The board discussed concerns about non members having access to the gym. No motion was made.

New Business

Approval for a transfer to the capital reserve was requested by Treasurer Blum.

A motion was made by Commissioner Lombardi to move up to \$75k, Gossett second, all voted in favor.

A motion was made to enter into Executive Session by Chairman Bauer. Commissioner Lombardi cited the purpose of the Executive Session as a matter leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of particular persons. The motion was seconded by Commissioner Scott, and all voted in favor. The board entered Executive session at 9:05pm. The board exited Executive session at 9:45 pm. The meeting was adjourned at 9:45 pm.

The next District Meeting and the Organizational Meeting are scheduled for January 13, 2026.

Beth Mansfield

Secretary

South Salem Fire District