A meeting of the Mendon Citizens Advisory Committee for Town of Mendon Fire Service was held on Wednesday, January 11, 2023 at the Mendon Community Center, 167 North Main Street, Honeoye Falls, NY 14472.

PRESENT: Muffy Meisenzahl; Mendon Supervisor, John Moffitt; Mike Arman; Karen Jenkins; David Smith; Robin Stewart Ha; Ryan Wilsey and Anthony Militello

ABSENT: Chief Cory Trewer, Chief Peter Kester, Gerald Lonthair, Steve Tschiderer

OTHERS: Brian Anderson, Jackie Main, Danny Bassette, IT support.

Minutes were taken by Bonnie Toomey

Ms. Meisenzahl opened the meeting at 7:01 p.m. Mr. Moffitt led the Pledge of Allegiance.

HOUSEKEEPING

Ms. Meisenzahl pointed out the exits and restrooms.

INTRODUCTONS

Ms. Meisenzahl acknowledged others present and noted no one on Zoom.

MINUTES for the December 14, 2022 meeting were approved.

COMMITTEE ORGANIZATION

Ms. Meisenzahl stated all the materials for the meeting are posted at least 24 hours before the meeting and are on the Town website. There are no new materials for the notebooks, all new information has been shared electronically.

Communication

 Ms. Meisenzahl reminded the Committee that the Town Board approved meetings on February 8 and 22, 2023. The draft report will be sent to Committee Members prior to the February 22nd meeting. That date does fall in the school break week. She asked that if anyone is unable to attend the meeting to advise her ahead of time. You will receive the final draft electronically; the report will be finalized at that meeting.

COMMITTEE CHARGE

Ms. Meisenzahl stated that:

Task 1 –

 Chapter 2 - is in process but not formatted. That is the chapter that deals with governance and jurisdiction.

Chapter 3- is in draft, most of the information has been reviewed, some information still being worked on by Mendon Fire Department. The draft will be sent out when complete.

Task 2 – Needs Assessment; consists of three pieces: Chapter 4, Natural Features and Target Features. The only piece not yet available are the tables showing the department interface with the Natural and Target Features indicating the equipment that would respond to those emergencies.

Tasks 1 and 2 are completed in essence of information. The focus of tonight’s meeting and the next meeting is Task 3 which deals with Resource Considerations. You will see a chapter on Resource Considerations and one on Trends and Projections which will work into modeling.

Ms. Meisenzahl proceeded to recap what has been done in 2022 to provide a platform to begin discussions on modeling. She stated we know what the resources are, we know what the needs are so let’s take a look at what you want.

The following list of topics was presented for review and discussion:

Staffing

+: M/A, M/Asst. Employ

Member Benefits

Training: Credentialed training is State standardized. Monday night department drills vary.

Operational Protocols

Reduce Response Times: Sleeping Quarters

Manpower hours: Duty Shift

Equipment + Apparatus

Access to Augment M/A, M/Asst

Capitol Planning: Predictability, Financial Stability

Standardization of equipment and apparatus (ties in with Training)

Financial Capacity

Property Tax Equity

Budget: Transparency, Cost Center, Accountability (Fire + EMS)

Capital Needs: Reserve Funds

Indebtedness

Grants

Real Property Assets (includes buildings): Maintenance, replacement

Administration

3 Jurisdictions

Minimize Liability

Funding = Decision Input

Long Term Planning

Regional Planning

Policy: Department Culture

In the topic of grants, Mr. Smith shared information he became aware of and did some research on regarding grant monies under the Rescue Plan on the Monroe County website. It is RFP 72-22 due January 31, 2023. He said it was sent to EMS and Fire Department/Districts and they are open to submit proposals.

Ms. Meisenzahl asked the Committee to look at what the different changes would mean to the discussed topics.

Mr. Smith stated that staffing is the driver. This prompted a lengthy discussion including tax assets, the creation of one fire district or a joint district, paid firefighters and the financial ramifications including the tax impact on the tax levy on households. Mr. Smith added that risk, not call volume is the reason for staffing.

Duty Shift system was discussed. Mr. Militello stated that it does not address response times.

Ms. Meisenzahl stated that graphic updates and tables will be sent out as soon as she get them back from the Fire Department. Tonight’s discussion points will be put into a matrix.

No one on Zoom had comments, and there was no Public Comment.

The next meeting is January 25, 2023.

The meeting was adjourned at 9:10 pm.