



SNYDER FIRE DISTRICT
Snyder, New York



Minutes of a Regular Meeting of the
Board of Commissioners of the Snyder Fire District
Held at the Snyder Firehouse
on the 21st day of October 2025

PRESENT:

Commissioners: Burt Bugbee – Chairman
Griebner, Hudson, Merrill, Tiberi
Treasurer: Mye
Deputy Treasurer:
Secretary: Merrill
District Clerk:
Chief: Oliver
Asst. Chief:
Others: District Clerk Tomczak

Chairman Bugbee called the meeting to order at 7:31 p.m.

APPROVAL OF PREVIOUS MINUTES

Commissioner Bugbee asked for approval of the minutes from the regular meeting held on September 16th, 2025. Upon a motion made by Commissioner Griebner, seconded by Commissioner Hudson, the following resolution was approved:

Be it resolved that the Snyder Fire District Board of Fire Commissioners approve the regular meeting minutes from September 16th, 2025.

Bugbee: Aye
Griebner Aye
Hudson: Aye
Merrill-Aye
Tiberi: Aye

NEW MEMBER APPLICANTS

- Candidates for membership Maya Hark, Augustine Lombardo and Ryan Scavone were individually introduced to the board. After answering some questions, they were dismissed.

GENERAL PUBLIC COMMENTS

No comments were offered by members of the general public.

DEPARTMENT LIAISON

Commissioner Hudson stated that new member Andrew Olsen was onboarded and assigned a mentor.

Commissioner Hudson reported Arriannah Davis and Joe Cicatello resigned from the department and that there were two new applicants under review.

Commissioner Hudson provided an update on the department's booster drive campaign and upcoming truck or treat Halloween event.

COMMUNICATION

Secretary Merrill reviewed the monthly correspondence:

Incoming:

Letter from Commissioner Paul Griebner providing information related to the accident involving Snyder Engine 3 and an Ellicott Creek pumper on September 21st at a fire incident in Eggertsville.

Invoice with a late charge from the New York State Tolls by Mail Processing Center for a toll charge for an incident response on the New York State thruway on July 23rd, 2025.

Letter from Federal Communication Commission informing the Snyder Fire District that their radio license for call sign WNVB440 is set to expire on December 17th, 2025.

Renewed radio license for the Snyder Fire District's radio frequency (call sign WNVB440)

Signed acknowledgment from the Town of Amherst Clerk's office verifying receipt of the Snyder Fire District's preliminary budget.

Affidavit from the Amherst Bee confirming the required legal notice was posted announcing the budget hearing.

Training certificates received from Assistant Chief Ryan O'Connor for completing multiple CE EMT training classes. The certificates were filed in his personnel file.

A training certificate was received from Assistant Chief Brent Hudson for completing a one hour course titled Fire and rescue Training Safety. The certificate was filed in his personnel file.

A training certificate was received from Assistant Chief Brent Hudson for completing the OFPC Safety Officer Training for All Instructors course. The certificate was filed in his personnel file.

A training certificate was received from Henry Kaczmarczyk for completion of the 8-hour Emergency Vehicle Operator and Defensive Driver Course CEVO5-Ambulance. The certificate was filed in his personnel file.

A training certificate was received from Firefighter Tyler Evans for completing the 9-hour Erie County Women's Firefighting Series training course. The certificate was filed in her personnel file.

Notification that Firefighter Keith Mondschein successfully recertified as a New York State Paramedic. A copy of the certification was filed in his personnel file.

Notification that Firefighter Matthew Fortune completed the Natural Gas Pipeline Safety Program for First Responders. A copy of the certification certificate was filed in his personnel file.

Communication (continued)

Notification that Firefighter Matthew Fortune completed the Natural Gas Pipeline Safety Program for First Responders. A copy of the certification certificate was filed in his personnel file.

Training certificate received from Simon Ramos for completing a two hour burn review and treatment class at the Erie County Training and Operations Center. The certificate was filed in his personnel file.

Notification that Captain Chris Oliver successful completed the Fire and Emergency Services Instructor 1 Training Course. A copy of the certification was filed in his personnel file.

Notification that Commissioner Patricia Hudson successfully completed the IS-200/ICS-200 Basic Incident Command System for Initial Responders course. A copy of the certification was filed in her personnel file.

A training certificate was received from Firefighter Tyler Evans, Jasmine Gayles, Scott Goodwin, Tyler Probst and Zach Sorensen acknowledging completion of the three-hour flashover training course sponsored by the New York State Association of Fire Chiefs. The certificates were filed in their respective personnel files.

Training certificate received from John Fildes Acknowledging completion of a three hour instructor update course sponsored by Erie County Emergency Services Division of Emergency Medical Services. The certificate was filed in his personnel file.

Multiple training certificates received from John Fildes for completing training courses sponsored by Skillsoft Compliance Solutions. The certificates were filed in his personnel file.

VFBL and workers compensation renewal applications received from Fire Districts of New York Mutual Insurance Company in preparation for 2026.

Notification of fire district training being sponsored by Capital Area Fire Districts Association in Latham, New York.

Letter from the East Eden Fire Company in Eden New York informing the district that they are looking to a used chief vehicle and request to be notified if the Snyder Fire District purchase a new one.

Request to use the training room and kitchen from Mike Richardson for a diaper party for former member Matthew Allwes on November 8th, following a baby shower for his wife.

Request to use the training room and kitchen from District Treasurer Charlie Mye on January 17th, 2026 for a birthday party for his grandchild.

Letter from Commissioner Tom Merrill informing the board that he will be running for re-election as a fire district commissioner and requesting the petition to solicit signatures from eligible Snyder Fire District voters.

Notification that Lieutenant Michael Gugliuzza successfully recertified as a Paramedic and completed pediatric life support training. Copies of the certificates were filed in his personnel file.

A training certificate was received from Commissioner Tom Merrill for training classes he took and CME credits awarded while attending a leadership symposium in Plattekill, New York. The certificate was filed in his personnel file.

Communication (continued)

Notification from Firefly Admin, Inc. that former member Dominic Creamer has reached the eligibility age and will begin receiving his LOSAP payments effective November 1st, 2025.

Outgoing:

A copy of the preliminary budget that was approved at the September meeting was delivered to the Town Clerk's office as required.

Information for legal notice to be published in the Amherst Bee, Town of Amherst website and Snyder Fire District's website sent to respective parties.

Letter to candidate for membership Andrew Olsen and Emily Babich-Seliger informing them that they were approved for membership pending successful completion of their physical examination.

Notification to Michael Cessario and Sean Wilkinson informing them that their request to use the training room and kitchen was approved.

Notification and documents related to the accident involving Snyder Engine 3 and an Ellicott Creek pumper on September 21st at a fire incident in Eggertsville sent to insurance agent Tom Brady.

Notification to Eggertsville Fire District with a copy to their insurance provider that Snyder Engine 3 was damaged by an Ellicott Creek pumper at a fire in the Eggertsville district on September 21st, and repairs were expected to be covered by Ellicott Creek's insurance provider, however Eggertsville was placed on notice of a possible claim if repairs were not covered by Ellicott Creek.

Letter and copy of vehicle registrations to New York State Tolls by Mail Processing Center along with fire vehicle registrations in response to a toll charged to the Snyder Fire District for an incident response on the New York State thruway on July 23rd, 2025. Documentation was again included to have the charge waived.

Renewal application for Snyder Fire District's radio frequency-call sign WNVB440-submitted to the Federal Communications Commission.

Completed VFBL and workers compensation renewal application for 2026 sent to Fire Districts of New York Mutual Insurance Company.

Completed Erie County Request for Election Assistance form sent to Erie County Board of Elections soliciting assistance, supplies and equipment for the December commissioner's election.

Letter to Chelsea Heary from Netrio and Rudy Campos from CDW-G thanking them for their recent bid to supply the fire district with computers and informing them that they were not the successful bidders.

CONVENTIONS AND MEETINGS

Commissioner Griebner reported:

The Association of Fire Districts of the State of New York conference was completed with no attendees from Snyder.

The FireFusion conference was completed with no attendees from Snyder.

The IAFC Symposium in the Sun Conference is scheduled for November 13th-16th in Clearwater Beach, Florida. Chief Oliver, Commissioner Merrill and Commissioner Bugbee will be attending.

Conventions and Meetings (Continued)

The annual Vital Signs conference will be held from November 11th until November 15th in Syracuse, New York. Firefighter Anne Neville expressed interest in attending.

The Fire Department Instructors Conference is scheduled for April 20th-25th in Indianapolis, Indiana. Chief Oliver reported he completed early registration and hotel room reservations.

INSURANCE

Commissioner Merrill reported that a repair estimate for Engine 3 had not been received yet. It is expected that the Ellicott Creek Fire Company's insurance provider will be covering the damage, however per instructions from Snyder and Eggertsville's insurance provider, Eggertsville was placed on notice of a possible claim from Snyder if the damage is not covered by Ellicott Creek.

Renewal paperwork was submitted to Fire Districts of New York Mutual Insurance Company for VFBL and workers compensation coverage for 2026.

PROTECTIVE CLOTHING

Chief Oliver reported Arriannah Davis' Minitor radio had not been turned in yet, and all equipment had been turned in from recently resigned member Joe Cicatello.

Former member Karen Murray and deceased member Peter Voss' equipment continue to be carried on the inventory rolls as assigned to them in the Red Alert records management system. Chief Oliver will notify the equipment officer.

UNIFORMS & RESPONSE CLOTHING

Commissioner Bugbee reported discussion would follow on some items during the chief's report.

LEASES & CONTRACTS

Commissioner Bugbee had no report.

Commissioner Merrill reported he contacted the account rep for the Toshiba copier and received an updated contract. Discussion followed.

INFORMATION TECHNOLOGY

Commissioner Hudson reported:

All new computers have been installed and are up and operating. The old computers will have the hard drives wiped and be brought up for disposal at a future meeting.

The new Red Alert kiosk has been installed on the running card file cabinet

There was no update regarding the Spectrum accounts.

Information Technology (continued)

During the course of the computer upgrade project, some old and outdated computer accessories were discovered. Upon a motion by Commissioner Hudson, seconded by Commissioner Griebner, and after discussion held, the following resolution was approved:

Be it resolved that the Snyder Fire District Board of Fire Commissioners deems obsolete three computer monitors, one set of computer speakers, one kiosk desk mount case from the old kiosk, and one printer that have exceeded their service life and are no longer being used or needed by the Snyder Fire District.

Bugbee: Aye
Griebner Aye
Hudson: Aye
Merrill-Aye
Tiberi: Aye

Upon a motion by Commissioner Hudson, seconded by Commissioner Merrill, and after discussion held, the following resolution was approved:

Be it resolved that the Snyder Fire District Board of Fire Commissioners approve the purchase of one new computer printer for the Board of Director's office for an amount not to exceed \$280.00.

Bugbee: Aye
Griebner Aye
Hudson: Aye
Merrill-Aye
Tiberi: Aye

PHYSICAL EXAMINATION & MEDICAL PROGRAM

Commissioner Griebner reported that there was a minor billing problem for a member's physical examination that was rectified. In addition, one new member did not receive the drug test during their initial physical examination, but the chief was going to ensure it was completed correctly.

Chief Oliver reported new member Babich-Seliger, approved last month, would be getting her physical examination in the near future.

SERVICE AWARD COMMITTEE

Commissioner Tiberi discussed the service awards fund performance month to date and year to date.

Commissioner Tiberi reported that the 2026 budget proposal contains funds to increase the LOSAP earnings cap from 40 to 50 years as well as increase the monthly payment from \$20 to \$30 per month. A resolution would be necessary to have the changes voted on by district voters at the district election on December 9th. Discussion followed with concerns expressed that the resolution drafted by the attorney had both changes included in just one resolution. Commissioners Hudson and Tiberi were opposed to both changes and preferred raising the monthly payment and not extending the years of service and Commissioner Griebner favored extending the years of service. Commissioner Merrill opined that if changes to the program were to be made, this would be the time to do it because of the favorable returns being experienced. Commissioner Bugbee stated that he believed it was time to move forward on the matter and make both changes. Discussion followed and the following resolution was introduced:

Service Award Committee (continued)

**Snyder Fire District
Resolution of the Board of Fire Commissioners**

In the matter of amending the Length of Service Award Program

WHEREAS, eligible voting residents of the Snyder Fire District approved a referendum to establish a defined benefit Length of Service Award Program (a “LOSAP”) for active volunteer firefighters of the Snyder Fire Department in accordance with Article 11-A of the New York State General Municipal Law (GML); and

WHEREAS, the Fire District is the LOSAP Sponsor and Program Administrator; and

WHEREAS, GML § 216 authorizes the Fire District, as LOSAP Sponsor, to amend the LOSAP; and

WHEREAS, under the current LOSAP provisions, the maximum benefit that can be earned is \$800, which is \$20 per year of Service Credit up to a maximum of 40 years of Service Credit; and

WHEREAS, GML § 219 provides for the maximum benefit that can be earned, with such maximum benefit being calculated based on years of Service Credit earned. The GML does not state that Service Credit cannot be earned for each year in which an eligible active volunteer firefighter earns 50 points, but that the participant cannot earn an Accrued Monthly Service Award that exceeds the maximum benefit designated by the LOSAP Sponsor; and

WHEREAS, Chapter 400 of the Laws of 2021 amended GML § 219 to allow a LOSAP sponsor to extend the maximum years of Service Credit that can be used to determine the maximum benefit that can be earned under a LOSAP from 40 to 50 years which, therefore, increased the maximum benefit that can be earned under a LOSAP to \$1,500; and

WHEREAS, the Board of Fire Commissioners desires to amend the LOSAP to increase the maximum benefit that can be earned from \$800 to \$1,500; and

WHEREAS, this amendment is consistent with the intent of the LOSAP to recruit, retain and reward volunteer firefighters; and

WHEREAS, pursuant to the requirement of § 216(5) of the GML, the members of the Board who are also members of the Snyder Fire Department, have disclosed in writing their status as members of the Fire Department and, therefore, are eligible to vote on this resolution; NOW, THEREFORE BE IT

RESOLVED, that the Board of Fire Commissioners of the Snyder Fire District of the Town of Amherst, County of Erie, State of New York, as authorized by Article 11-A of the GML, approves an amendment to the LOSAP effective January 1, 2026 as follows:

Service Award Committee (continued)

- The maximum Accrued Monthly Service Award is increased from \$800 to \$1,500, which is a \$30 Monthly Service Award for 50 years of Service Credit. A participant shall not earn a benefit that exceeds \$1,500.
- The amendment shall be administered such that, as of January 1, 2026, a participant's Accrued Monthly Service Award shall be equal to \$20 per year of Service Credit earned prior to January 1, 2026 and \$30 per year of Service Credit earned after January 1, 2026, not to exceed \$1,500 based on 50 years of Service Credit.
- If a participant reaches 50 years of service credit but has not earned a \$1,500 monthly benefit, the participant can earn additional \$30 service awards that will replace \$20 service awards (for a net increase of \$10) until the participant reaches the maximum benefit of \$1,500.
- The amendment shall be administered such that a participant who has reached a \$800 Accrued Monthly Service Award as a result of 40 years of Service Credit earned through December 31, 2024 will be credited with an additional \$20 Monthly Service Award and thereby increase the Accrued Monthly Service Award to \$820 effective January 1, 2026 if the participant earns at least 50 service award points in 2025.

The contribution for the LOSAP is currently about \$185,000. Of this total contribution, the component attributable to each participating volunteer firefighter who earns Service Credit averages about \$2,100. The contribution for the amended LOSAP is expected to be about \$250,000, and the component of this contribution attributable to each participating volunteer firefighter who earns Service Credit will increase to \$3,150. The annual funding contribution does not include approximately \$8,000 in annual actuarial, and administrative expenses, which are paid directly by the Fire District and will not change as a result of this amendment.

BE IT FURTHER RESOLVED that any additional administrative procedures that must be adopted to effectuate the intent of the Board shall be made by the adoption of a revised Plan Document.

BE IT FURTHER RESOLVED that this resolution is subject to a mandatory referendum of qualified voters of the Snyder Fire District and said referendum shall be held on December 9, 2025, between the hours of 6:00 PM and 9:00 PM (prevailing time) at 4531 Main Street, Snyder, NY 14226.

BE IT FURTHER RESOLVED that the proposition placed before the qualified voters read as follows:

THE BOARD OF FIRE COMMISSIONERS OF THE SNYDER FIRE DISTRICT, TOWN OF AMHERST, COUNTY OF ERIE, STATE OF NEW YORK IN A RESOLUTION ADOPTED ON OCTOBER 21ST, 2025 APPROVED AN AMENDMENT OF THE DEFINED BENEFIT LENGTH OF SERVICE AWARD PROGRAM, ADMINISTERED BY THE FIRE DISTRICT AND ESTABLISHED FOR ACTIVE VOLUNTEER FIREFIGHTERS OF THE SNYDER FIRE DEPARTMENT, EFFECTIVE JANUARY 1, 2026 TO INCREASE THE MAXIMUM BENEFIT FROM

Service Award Committee (continued)

\$800 TO \$1,500, WITH SUCH MAXIMUM BENEFIT CALCULATED BASED ON A \$30 MONTHLY SERVICE AWARD FOR 50 YEARS OF SERVICE CREDIT EARNED. IF A PARTICIPANT REACHES 50 YEARS OF SERVICE CREDIT BUT HAS NOT EARNED A \$1,500 MONTHLY BENEFIT, THE PARTICIPANT CAN CONTINUE TO EARN ADDITIONAL \$30 SERVICE AWARDS THAT WILL REPLACE \$20 SERVICE AWARDS UNTIL THE PARTICIPANT REACHES THE MAXIMUM BENEFIT OF \$1,500.

THE CURRENT EXPECTED FUNDING CONTRIBUTION IS \$185,000, WHICH INCLUDES AN AVERAGE CONTRIBUTION FOR EACH PARTICIPATING VOLUNTEER FIREFIGHTER WHO EARNS SERVICE CREDIT OF APPROXIMATELY \$2,100. THE ANNUAL FUNDING CONTRIBUTION FOR THE AMENDED PROGRAM IS ESTIMATED TO BE \$250,000, AND THE AVERAGE COST PER PARTICIPATING VOLUNTEER FIREFIGHTER WILL BE \$3,150. THE ANNUAL FUNDING CONTRIBUTION DOES NOT INCLUDE APPROXIMATELY \$8,000 IN ANNUAL ACTUARIAL AND ADMINISTRATIVE EXPENSES, WHICH ARE PAID DIRECTLY BY THE FIRE DISTRICT AND WILL NOT CHANGE AS A RESULT OF THIS AMENDMENT.

SHALL THE STATED RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS BE APPROVED?

BE IT FURTHER RESOLVED that the LOSAP shall continue to be administered by the Fire District and that all other provisions of the LOSAP shall remain the same.

Commissioner Merrill raised the motion to approve,
Commissioner Griebner seconded the motion,
and upon roll call the vote of the Board was as follows:

Commissioner Bugbee: Aye
Commissioner Griebner: Aye
Commissioner Hudson: Nay
Commissioner Merrill: Aye
Commissioner Tiberi: Nay

The resolution was thereupon declared duly adopted.

Service Award Committee (continued)

Commissioner Merrill passed out LOSAP disclosure forms to be signed by each commissioner. The forms were submitted to the Board in accordance with the requirements of Section 216(5) of the General Municipal Law.

APPARATUS

Commissioner Bugbee reported:

The airhorn was not working on Rescue 5 because the switch was turned off

The compressor was repaired on Truck 6

Chief Vehicle 9-1 received an oil change and also required new tires

The pump testing was completed, and the chief would be entering the information in Red Alert

MASTER MECHANIC

The mechanic recommended contacting the vendor for the Streamlight problem (not holding charge) being experienced on Rescue 5 as it may be under warranty. The chief will look into it.

The mechanic will be adding some straps to the large tool box drawers on Rescue 5 to prevent them from opening up and jamming the main door closed.

HYDRANTS

Commissioner Bugbee reported gray boxes may be noticed on hydrants from time to time, and it is for pressure testing the lines.

Commissioner Merrill reported the hydrant located on Sheridan Drive near the entrance to the I-290 westbound was laying on the ground. Commissioner Bugbee reported he would keep an eye on it.

PURCHASING

Commissioner Griebner reported the hose test invoice did not match the bid sheet because over 16,000 feet of hose was tested and the bid was for 15,000 feet. However, the cost per foot was the same, so the bid form just needed to be changed to reflect the correct amount of hose.

DISTRICT POLICIES

Commissioner Hudson reported there was no update regarding streamlining and organizing the various SOP/SOG's that are on the department's website.

Upon a motion made by Commissioner Hudson, seconded by Commissioner Tiberi, and after discussion was held, the following resolution was approved:

Be it resolved that the Snyder Fire District Board of Fire Commissioners approve the use of the department training room and kitchen for:

- Mike Richardson for a diaper party on November 8th following a baby shower
- Charlie Mye for a birthday party on January 17th, 2026

Bugbee: Aye

Griebner Aye

Hudson: Aye

Merrill-Aye

Tiberi: Aye

NEW APPLICANT(S)

Commissioner Hudson, made a motion, seconded by Commissioner Merrill to approve Maya Hark, Augustine Lombardo and Ryan Scavone for membership pending successful completion of their physical examinations. After discussion, the motion carried.

Bugbee: Aye

Griebner Aye

Hudson: Aye

Merrill-Aye

Tiberi: Aye

INVENTORY, RECORDS MANAGEMENT, TESTING & FIXED ASSETS

Commissioner Merrill requested that some of the new members equipment is not entered into Red Alert as of yet.

Chief Oliver reported he would provide a list to the board at the next meeting for equipment to be deemed obsolete.

BUILDING AND GROUNDS

Commissioner Tiberi reported:

He is waiting on one additional estimate to clean the kitchen appliances.

The contractor has the new HVAC to install over the exercise room and is making arrangements to get it completed.

Buildings and Grounds (continued)

The replacement of the fence on the rear property was completed however the invoice was not received. Discussion followed regarding the payment of the invoice when received, and upon a motion made by Commissioner Tiberi, seconded by Commissioner Merrill, the following resolution was approved:
Be it resolved that the Snyder Fire District Board of Fire Commissioners approve the payment for the new fence installation providing the invoice amount is no more than the quoted amount of \$8,800.00.

Bugbee: Aye
Griebner Aye
Hudson: Aye
Merrill-Aye
Tiberi: Aye

The facilities manager continues to replace the ceiling tiles

Facilities Manager Johnson disassembled and cleaned and lubed the pump for the soap dispenser in the washing machine and it appears to be working fine. He will be monitoring it.

Facilities Manager Johnson continues to inspect the windows and door seals and so far all have been reusable

One estimate was received for hose reels in the apparatus bay in the amount of \$1,061.31 for 75' of hose. The facilities manager is securing a quote for up to 200' of hose. The installation for each reel would be approximately \$1,000.00 for each reel.

A meeting was held with Assistant Chief O'Connor to share the initial draft from Sutton Architects for firehouse renovations, and a future meeting will be held with Assistant Chief Hudson and Chief Oliver to review the plans with them as well. A meeting with Sutton Architects is also scheduled for October 23rd to continue the renovations discussion. Commissioner Tiberi recommended giving the department membership an update at the department meeting in December.

The annual preventative maintenance contract for the generator was received from Cummins, Sales and Service for the years 2026 and 2027. Discussion followed, and upon a motion made by Commissioner Tiberi, seconded by Commissioner Merrill, the following resolution was approved:

Be it resolved that the Snyder Fire District Board of Fire Commissioners approve the preventative maintenance contract with Cummins Sales and Service for the total amount of \$1,709.02 for the years 2026 and 2027. The amount is broken down \$1,146.38 for the service and \$562.64 for the inspection.

Bugbee: Aye
Griebner Aye
Hudson: Aye
Merrill-Aye
Tiberi: Aye

Commissioner Hudson inquired if the billing issue was resolved with Cummins and was informed it had been.

Commissioner Merrill reported the work on the firehouse alerting system was nearly completed. Remaining to be completed is the alerting tone activation for each set of tones, the installation of the light and bell and the programming of various alerting tones to choose from. In addition, concern was raised regarding to the reset time and that would be investigated. The technician has been delayed getting to the firehouse due to an excessive workload and short staffing.

Buildings and Grounds (continued)

Commissioner Tiberi reported that he received three bids for snowplowing and snow removal services for the upcoming season and they were all to be for a two-year contract with an option for a third year. Bids were received by:

Stonish's Lawncare and Snowplowing, Inc: \$14,000.00 per year

PBC Services, Inc. \$10,100.00 per year

Grabber and Sons, Inc: \$38,000.00 per year

Commissioner Bugbee reported he would abstain from voting on this matter due to a personal conflict of interest with the company having the lowest bid.

Upon a motion made by Commissioner Tiberi, seconded by Commissioner Merrill, and after discussion was held, the following resolution was approved:

Be it resolved that the Snyder Fire District Board of Fire Commissioners award the bid for snowplowing and snow removal services for the 2025-2026 and 2026-2027 season to PCB Services, Inc. with an option to award it for a third year, for an amount of \$10,100.00 per year.

Bugbee: Abstained

Griebner Aye

Hudson: Aye

Merrill-Aye

Tiberi: Aye

Commissioner Tiberi reported a cable had snapped on the overhead door in the wash bay and it was repaired

Commissioner Tiberi reported the facilities manager worked on the heat register in the line clerk's office to help redirect the heat for the winter months to prevent the servers from overheating

Commissioner Tiberi reported preventative maintenance work is underway on the furnace

Commissioner Tiberi reported the cabinet was installed near Rescue 7 for the Lucas device.

Commissioner Tiberi reported the facilities manager ordered some needed building supplies and also purged some old, outdated building supplies from the mezzanine storage

Commissioner Tiberi reported the facilities manager and custodian reviewed the job descriptions as outlined for their positions and deemed them accurate, with one addition being made for the custodian.

AMHERST FIRE ALARM OFFICE

Commissioner Merrill reported a new dispatcher is starting the first week in November.

CHIEFS' INSTALLATION

There was no report. The banquet is scheduled for April 18th, 2025 at The Statler.

CHIEF'S REPORT

Chief Oliver reported on the status of previously approved purchases.

Received: Five (5) sets of non-structural turnout gear; two (2) sets of structural turnout gear; fire com headsets; Helmet front (captain Lowe); extrication blanket; firefighter boots (Binda); two cases of trufuel

Partially Received: EMS supplies; office supplies; dress uniform parts (January order)

Not Received: Replacement jacket; dress uniforms (June order); adult AED pads;

Completed: 2025 hose testing; FDIC registration

Not Completed: Firecom headset installation; 2025 truck or treat event; IAFC Symposium in the Sun conference (November); Getzville CME training (November)

Chief Oliver requested the following:

1. \$250 for Office Supplies (Acct 24000)
2. \$500 for EMS Supplies (Acct 32000)
3. An amount not to exceed \$1308 for 12 Adult EPI-Pens (Acct 32000)
4. An amount not to exceed \$1308 for 12 Pediatric EPI-Pens (Acct 32000)
5. An amount not to exceed \$2485 for a FAST Board for Rapid FF Extrication (Acct 300)
6. An amount not to exceed \$495 for a pair of FF Boots for FF Andrew Olsen (Acct 36002)
7. An amount not to exceed \$344 for 4 Zico Quick Mount Fuel holders for the engine chain saws (Acct 31090)
8. Permission for FF Anne Neville to attend the 2025 VITAL Signs Conference in Syracuse Nov 11th-15th. Registration cost was \$150 plus hotel, 2 days per diem and mileage. (Acct 34000)
9. An amount not to exceed \$2342.76 for 12 new tires for Cars 9, 9-1, and 9-2 (Acct 27202)
10. \$276.00 for three IFSTA Fire Officer Textbooks for upcoming Fire Officer Class (Acct 34000)
11. Chain saw repairs for an amount of \$218.38 (Acct 30005)
12. An amount not to exceed \$60 for a helmet front for FF Taylor Keable

In addition, Chief Oliver reported:

1. Draft specifications for new Class B Uniforms were drawn up by the Fire District Attorney and ready to be sent out.
2. The 2025 Pump Testing was completed on Thursday Sept 18th and he will place the information in Red Alert when he receives the copy of the final report.
3. The specifications for a new 7-1 have been updated and he requested permission to send out to bid with a return date of Monday, December 1st at 5:30pm with the opening of the bids at a Special Meeting on December 1st at 7pm. This will give the committee 14 days to look over the information in order to make a recommendation at the regular meeting on Tuesday December 15th.
4. He had information to share regarding 3-in-1 high visibility jackets.
5. On Sunday September 21st at approximately 2113hrs Snyder Engine 3 was involved in a property damage only accident while on scene of a mutual aid fire with the Eggertsville Hose Company. Engine 3 was struck by Ellicott Creek Engine #2 while Ellicott Creek was picking up from the fire and responding to another incident in the Ellicott Creek fire district. At the time of the incident, Snyder E3 was occupied by only the driver (FF Paul Griebner) and was legally parked staging in the fire hydrant on Hartford Rd just west of the parking lot entrance to 410 Hartford Rd (the scene of the fire). Please see the attached report from FF Griebner and the MV104 form that was completed by the Amherst Police Department. Snyder 3 is currently being evaluated for damage at Gorman Enterprises in Elma, NY

Chief's Report (continued)

Discussion followed regarding the new turnout gear distribution and inventory entry, epi pen substitute epi spray, SCBA reflective straps, FAST board, state bid list for tires and budget allocation for the purchases.

OLD BUSINESS

Commissioner Merrill reported the office supplies were partially received

Commissioner Bugbee reported the specifications were prepared for the new 7-1 and called for a special meeting to be held on December 1st to receive the bids.

Commissioner Bugbee reported work had started again at Main Street and Chateau Terrace. Some foundation issues were being experienced.

There was no update regarding the proposed development on the former Westwood Country Club property.

Commissioner Merrill reported the proposed new OSHA standards are still under review.

Commissioner Merrill reported the department membership photos was completed and over 40 members participated. The vendor is now completing the work to distribute the finished product.

Commissioner Merrill reported he was continuing to work with the Erie County Personnel Department to arrange for creating non-competitive civil service positions for the positions of secretary and treasurer as recommended by Attorney Pinsky. He was working with Commissioner Tiberi and to complete the job descriptions. Commissioner Tiberi reported he would be finishing up outlining the various job descriptions as compiled over the years and working with the board to approve them. Commissioner Merrill reported that once the job descriptions are completed, he will provide them to Erie County Civil Service so they can create the Civil Service positions as discussed at May's meeting.

Commissioner Merrill reported he received the necessary information for connecting the firehouse fire alarm system to the Central Alarm Office and would continue to work on that.

Commissioner Merrill reported the \$30.83 past due charge from Cummins Sales and Service was waived

NEW BUSINESS

Upon a motion made by Commissioner Merrill, seconded by Commissioner Griebner, and after discussion was held, the following resolution was approved:

Be it resolved that the Snyder Fire District Board of Fire Commissioners approve the 2026 budget in the amount of a\$1,749,407.00.

Bugbee: Aye

Griebner Aye

Hudson: Aye

Merrill-Aye

Tiberi: Aye

The adopted budget is attached to these minutes.

New Business (continued)

Commissioner Merrill reviewed the steps being taken to prepare for the fire district election. Upon a motion by Commissioner Merrill, seconded by Commissioner Tiberi, and after discussion held, the following resolution was approved:

Be it resolved that the Snyder Fire District Board of Fire Commissioners appoint District Clerk Wendy Tomczak to serve as the Snyder Fire District election chairperson for the 2025 election to be held on Tuesday, December 9th and also appoint Snyder resident's Brian Januskiewicz, Michael Lowe and James Sullivan to serve as election ballot clerks and all be compensated at \$70.00 each.

Bugbee: Aye
Griebner Aye
Hudson: Aye
Merrill-Aye
Tiberi: Aye

Upon a motion by Commissioner Hudson, seconded by Commissioner Griebner and after discussion was held, the following resolution was approved:

Be it resolved that the Board of Fire Commissioners of the Snyder Fire District approve the chief's purchase requests in the amount of \$9,587.14

Bugbee: Aye
Griebner Aye
Hudson: Aye
Merrill-Aye
Tiberi: Aye

Discussion was held regarding the chief's request to authorize Firefighter Anne Neville to attend the Vital Signs Conference in Syracuse, New York. solicit bids for new Class B Duty uniforms and a new Rescue 7-1.

Upon a motion by Commissioner Merrill, seconded by Commissioner Hudson, and after discussion was held, the following resolution was approved:

Be it resolved that the Board of Fire Commissioners of the Snyder Fire District approve the chief's request to send Firefighter Anne Neville to the 2025 Vital Signs EMS Training Conference to be held in Syracuse, New York from November 11th thru November 15th and authorize reimbursement for all expenses incurred for registration, travel, lodging and the per diem rate outlined in the travel policy.

Bugbee: Aye
Griebner Aye
Hudson: Aye
Merrill-Aye
Tiberi: Aye

New Business (continued)

Upon a motion by Commissioner Merrill, seconded by Commissioner Hudson, and after discussion was held, the following resolution was approved:

WHEREAS, the Fire District requires the purchase of Class “B” Duty Uniforms meeting certain specifications;

WHEREAS, because the amount of the purchase exceeds \$20,000, the law requires the solicitation of bids in accordance with Section 103 of the General Municipal Law;

NOW, THEREFORE BE IT RESOLVED, that the commissioners shall cause a notice for sealed bids to be published in a newspaper or newspapers designated for such purpose. Such advertisement shall contain a statement of the time when and place where all bids received pursuant to such notice will be publicly opened and read; and it is further

RESOLVED, that Board of Commissioners or its designee shall open the bids and shall make a record of such bids and shall present the bids at the same or regular or special meeting of the District Commissioners. At least five (5) days shall elapse between the first publication of such advertisement and the date so specified for opening and reading of the bids. Bids shall be due **November 18, 2025 by 5:00 pm** and opened on **November 18, 2025 at 7:00 pm**. Bids must be mailed.

This resolution was approved by a majority of the Fire Commissioners, on the 21st day of October, 2025.

Bugbee: Aye
Griebner Aye
Hudson: Aye
Merrill-Aye
Tiberi: Aye

Upon a motion by Commissioner Merrill, seconded by Commissioner Hudson, and after discussion was held, the following resolution was approved:

WHEREAS, the Fire District requires the purchase of 2026 Chevy Silverado meeting certain specifications;

WHEREAS, because the amount of the purchase exceeds \$20,000, the law requires the solicitation of bids in accordance with Section 103 of the General Municipal Law;

NOW, THEREFORE BE IT RESOLVED, that the commissioners shall cause a notice for sealed bids to be published in a newspaper or newspapers designated for such purpose. Such advertisement shall contain a statement of the time when and place where all bids received pursuant to such notice will be publicly opened and read; and it is further

RESOLVED, that Board of Commissioners or its designee shall open the bids and shall make a record of such bids and shall present the bids at the same or regular or special meeting of the District Commissioners. At least five (5) days shall elapse between the first publication of such advertisement and the date so specified for opening and reading of the bids. Bids shall be due **December 1, 2025 by 5:00 pm** and opened on **December 1, 2025 at 7:00 pm**. Bids must be mailed.

This resolution was approved by a majority of the Fire Commissioners, on the 21st day of October, 2025.

Discussion was held regarding the high visibility 3 in 1 jackets and the decision was made to investigate the matter further and have the chief report back at the next meeting.

FINANCIAL STATEMENTS REVIEW & RECONCILIATION

Commissioner Tiberi reported he completed the audit and review of financial statements for the month of September and all appeared in order.

TREASURER'S REPORT

Treasurer Mye provided an update regarding the audit in process by the New York State Comptroller's Office.

Treasurer Mye reported that there are two checks dating to 2023 and 2024 that had not been cleared yet and following sound accounting practices he recommends the checks be voided and the funds be deposited back into the general savings account. One check, dated to 11/22/23 was payable to Rite Aid Pharmacy in the amount of \$90.00 and the other check was dated 5/22/24 and was payable to Firefighter Xavier Jones in the amount of \$12.00. The board agreed with the treasurer to have the checks voided and have the funds returned into the account.

Treasurer Mye reported the check for the new computer installation, payable to Tri Delta Resources in the amount of \$4,750.00 was prepared and would be mailed in when the board is satisfied that the work was completed and all was working properly.

Treasurer Mye reviewed the fire district's funds activity and funds balances as of September 30th, 2025 and a copy of the schedule of cash receipts and disbursements as of September 30th, 2025 is included as part of these minutes.

Upon a motion made by Commissioner Merrill and seconded by Commissioner Hudson and after discussion was held, the following resolution was approved:

The Commissioners of Snyder Fire District, at their regular meeting on October 21st, 2025 audited bills numbered 2025-339 - 2025-372 and authorize and direct the Treasurer to pay bills in the amount of \$82,184.51. Further, the Commissioners acknowledge and authorizes the payment of utilities, telephone, freight and other charges prior to audit in the amount of \$7,341.34.

Bugbee: Aye
Griebner Aye
Hudson: Aye
Merrill-Aye
Tiberi: Aye


ADJOURNMENT

Commissioner Griebner introduced a resolution to adjourn the meeting, and it was seconded by Commissioner Merrill.

Bugbee: Aye
Griebner Aye
Hudson: Aye
Merrill-Aye
Tiberi: Aye

The meeting was adjourned at 09:42 p.m.

Respectfully submitted,



Thomas A. Merrill
Secretary

**Snyder Fire District
Adopted 2026 Budget
Town of Amherst, New York**

ESTIMATED REVENUES

13000 INVESTMENT INCOME	90,000
TOTAL ESTIMATED REVENUES	<u>90,000</u>
APPROPRIATED FUND BALANCE	<u>31,358</u>
TOTAL FUNDING SOURCES	<u>121,358</u>

APPROPRIATIONS

20000 PERSONNEL SERVICES	82,500
20100 PERSONNEL PAYROLL TAXES & FEES	7,857
20200 SERVICE AWARD PROGRAM	243,100
22000 CONTRACT SERVICES	133,950
23000 INSURANCE	200,000
24000 BUILDING EXPENSES	453,000
26000 FIRE ALARM & COMMUNICATIONS	70,700
27000 APPARATUS	64,800
28000 HYDRANT RENTAL	95,000
29000 FIRE PREVENTION & RECRUITMENT	15,000
30000 FIRE EQUIPMENT	83,500
31000 FIREFIGHTING SUPPLIES	5,000
32000 EMS SUPPLIES	12,000
33000 INSPECTIONS & REVIEWS	25,000
34000 TRAINING EXPENSES	105,000
36000 UNIFORMS & PROTECTIVE EQUIPMENT	130,500
38000 MISCELLANEOUS	2,500
39000 APP & EQUIP CAPITAL RESERVE	20,000
40000 BUILDING CAPITAL RESERVE	-
TOTAL APPROPRIATIONS	<u>1,749,407</u>
TAX LEVY	<u>1,628,049</u>

Adopted by the Snyder Fire District Board of Fire Commissioners
Tuesday October 21st, 2025


Thomas A. Merrill


Fire District Secretary


**Snyder Fire District
Schedule of Cash Receipts & Disbursements
Sep-25**

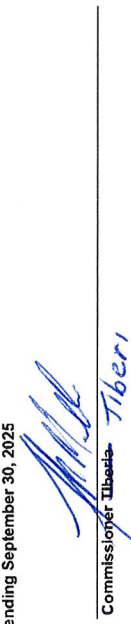
	10001 M&T General Fund Checking 8067	NY Class - General NY-01-1835-0001	NY Class - Apparatus & Equipment NY-01- 1835-0003	NY Class - Capital Reserve for Buildings NY-01- 1835-0004	NY Class TOTAL	Total
Balance - September 1, 2025	41,517.87	1,265,480.38	665,417.45	515,776.36	2,446,874.19	2,486,192.06
Receipts - September, 2025						
Interest	-	4,147.83	2,221.33	1,721.78	8,090.94	8,090.94
McNeil & Co. - Insurance claim (Fence)	250.00					250.00
Training Reimbursement - NYS CME	600.00					600.00
Total Receipts	850.00	4,147.83	2,221.33	1,721.78	8,090.94	8,940.94
Beginning Cash & Receipts	42,367.87	1,269,628.21	667,638.78	517,498.14	2,454,765.13	2,497,133.00
Disbursements - September, 2025						
Commissioner Mtg. September 16, 2025 Bills Approved for Payment	43,700.88					43,700.88
Auto Pre-Payments in September, 2025	4,038.89					4,038.89
Payroll & Processing Fee in September, 2025	7,341.34					7,341.34
Total Disbursements	55,081.11					55,081.11
Transfers	50,000.00	(50,000.00)			(50,000.00)	-
Cash Register Balance September 30, 2025	37,286.76	1,219,628.21	667,638.78	517,498.14	2,404,765.13	2,442,051.89

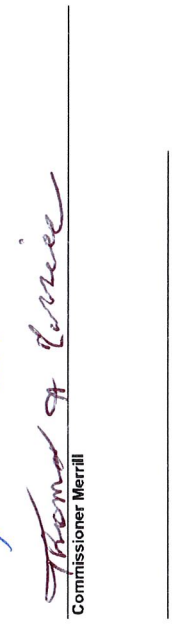
The Commissioners of Snyder Fire District, at their regular meeting on October 21, 2025 have reviewed and attest to the schedule of cash receipts, disbursements, and account balances for the month ending September 30, 2025


Commissioner Griebner


Commissioner Hudson


Chairman Bugbee


Commissioner Tiberti


Commissioner Merrill