



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 16th day of December 2025

PRESENT:

Commissioners: Burt Bugbee – Chairman
Griebner, Merrill, Tiberi (Commissioner Hudson was absent due to illness)
Treasurer: Mye
Deputy Treasurer:
Secretary: Merrill
District Clerk:
Chief: Oliver
Asst. Chief:
Others: District Clerk Tomczak

Chairman Bugbee called the meeting to order at 7:30 p.m. and congratulated Commissioner Merrill on being re-elected for another five-year term.

APPROVAL OF PREVIOUS MINUTES

Commissioner Bugbee asked for approval of the minutes from the special meeting held on November 18th, 2025 to open bids for new Class B duty uniforms.

Upon a motion made by Commissioner Griebner, seconded by Commissioner Tiberi, the following resolution was approved:

Be it resolved that the Snyder Fire District Board of Fire Commissioners approve the minutes from the special meeting held on November 18th, 2025 to open bids for new Class B Duty Uniforms.

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

Commissioner Bugbee asked for approval of the minutes from the regular meeting held on November 18th, 2025 Upon a motion made by Commissioner Merrill, seconded by Commissioner Griebner, the following resolution was approved:

Be it resolved that the Snyder Fire District Board of Fire Commissioners approve the minutes from the regular meeting held on November 18th, 2025.

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

Approval of Minutes (continued)

Commissioner Bugbee asked for approval of the minutes from the special meeting held on Dember 1st, 2025 to open bids for a new Rescue 7-1.

Upon a motion made by Commissioner Griebner, seconded by Commissioner Tiberi, the following resolution was approved:

Be it resolved that the Snyder Fire District Board of Fire Commissioners approve the minutes from the special meeting held on December 1st, 2025 to open bids for a new Rescue 7-1.

Bugbee: Aye

Griebner Aye

Hudson: Absent

Merrill-Aye

Tiberi-Aye

NEW MEMBER APPLICANTS

Candidate for membership Wendy Tomczak was present and brought before the board. After answering some questions, she was dismissed.

GENERAL PUBLIC COMMENTS

No comments were offered by members of the general public.

DEPARTMENT LIAISON

In the absence of Commissioner Hudson, Commissioner Bugbee reported candidate for membership Wendy Tomczak would be present. In addition, the department's 1957 ladder restoration committee would be sponsoring a meet raffle to raise funds and the department's second booster drive mailing was mailed out with returns lagging slightly behind last year.

Department liaison William Balcon reported on the toy drive sponsored by the Amherst Fire Council, the board of director's coverage plan for first quarter drill meals and the need for a department newsletter editor.

COMMUNICATION

Secretary Merrill reviewed the monthly correspondence:

Incoming:

Solicitation for the 2026 membership dues in the Association of Fire Districts of the State of New York.

Background checks returned from Amherst Police, Erie County Sheriff and JD Palatine for applicants Amanda Jones and Wendy Tomczak.

Check from Glatfelter Claims Management, Inc. in the amount of \$53,233.25 representing the insurance settlement for damage to Engine 3.

Notification that Firefighter Jacob Sorensen successfully completed the ICS-100 training course. A copy of the certification was placed in his personnel file.

Notification that Firefighter Jacob Sorensen successful completed the ICS-200 training course. A copy of the certification was placed in his personnel file.

Communication (continued)

Notification that Firefighter Andrew Olsen successful completed the New York State Truck Company Operations training course. A copy of the certification was placed in his personnel file.

Notification that Captain Zachary Polvino received national certification in Fire Officer 1. A copy of the certification was placed in his personnel file.

Multiple training certificates received from Probationary Firefighter Michael McCombs for courses completed while a member of Twin District Fire Company, including New York State Firefighter 1. All the certificates were filed in his personnel file.

New York State Emergency Medical Technician certification certificate received from Probationary Firefighter Ryan Scavone and filed in the personnel file.

Received notification that Firefighter Anne Neville completed multiple EMS training courses while attending the New York State Vital Signs conference. The list was placed in her personnel file.

Received notification that Firefighter Anne Neville completed the 90-minute National Volunteer Fire Council course titled "A Firefighter's Life" and the certificate was filed in her personnel file.

Received notification that Assistant Chief Floyd Hudson successfully recertified as a New York State Advanced Emergency Medical Technician. A copy of the certificate was placed in his personnel file.

Received notification that Assistant Chief Ryan O'Connor successfully recertified as a New York State Emergency Medical Technician. A copy of the certificate was placed in his personnel file.

Received notification that Firefighter Scott Goodwin successfully completed the New York State Planning and Emergency Response Course. A copy of the training certificate was placed in his personnel file.

Received notification that Firefighter Scott Goodwin successfully completed the New York State Officer Development Planning and Emergency Response Course. A copy of the training certificate was placed in his personnel file.

Received notification that Firefighter Scott Goodwin successfully completed the New York State Officer Development Leadership and Supervision Course. A copy of the training certificate was placed in his personnel file.

Received notification that Firefighter Scott Goodwin successfully completed the New York State Officer Development Health and Safety Course. A copy of the training certificate was placed in his personnel file.

Received notification that Firefighter Scott Goodwin successfully completed the New York State Fireground Strategies and Tactics for First Arriving Companies Course. A copy of the training certificate was placed in his personnel file.

Received notification that Captain Chris Oliver successfully completed the FEMA IS-200 Basic Incident Command System Training Course. A copy of the training certificate was placed in his personnel file.

Received notification that Captain Chris Oliver successfully completed the FEMA IS-800 National Response Framework Training Course. A copy of the training certificate was placed in his personnel file.

Communication (continued)

Received notification that Firefighter Andrew Olsen successfully completed the New York State Battery Emergencies and Electrical Storage Systems Training Course. A copy of the training certificate was placed in his personnel file.

Received notification that Firefighter Andrew Olsen successfully completed the New York State Fire Investigation for the Line Officer Training Course. A copy of the training certificate was placed in his personnel file.

Received notification that Firefighter Taylor Keable successfully completed the New York State Firefighter 1 Blended Learning Course. A copy of the training certificate was filed in her personnel file.

Request to use the training room and kitchen for a family party on December 27th, 2025 was received from Commissioner Thomas Tiberi.

Request to use the training room and kitchen for a family gathering on January 1st, 2026 was received from Firefighter Jerry Johnson.

Request to use the conference room for a meeting on January 17th, 2026 was received from Chief Oliver.

Request to use the training room and kitchen for a baptism party on February 1st, 2026 was received from Assistant Chief Ryan O'Connor.

Email received from the department's 1957 ladder truck restoration committee requesting permission to host a meat raffle fund raiser.

Certification from the Town of Amherst Clerk's officer verifying re-elected Commissioner Thomas A. Merrill was sworn into office.

Certification from the Town of Amherst Clerk's officer verifying the Statement of Canvass of the Snyder Fire District Election on December 9th, 2025 was received.

Received completed VF-1 insurance form from Captain Michael Gugliuzza who was treated and evaluated for smoke inhalation at the scene of a structure fire on December 10th.

Received completed VF-1 insurance form from Lieutenant Michael Bastedo who suffered a small finger laceration at the scene of a structure fire on December 10th.

Received notification that former member Peter (Tony) Pulera will begin collecting service award payments in January 2026.

Outgoing:

Requests for background checks for applicants Amanda Jones and Wendy Tomczak sent to Amherst Police, Erie County Sheriffs and JD Palatine.

Letter to candidate for membership Michael McCombs informing him that he was approved for membership pending successful completion of his physical examination.

Notification to Keith Mondschein, Michelle Hapeman and Sean Wilkinson informing them that their request to use the training room and kitchen were approved.

Communication (continued)

Notification provided to Town of Amherst Clerk's Office, Town of Amherst Information Technology Office and Snyder Fire District website administrator regarding the upcoming district election and service award proposition

Email communication to Erie County Board of Elections requesting assistance with the upcoming fire district election by providing voter registration rolls, election balloting machines and election ballots.

Email communication to Erie County Board of Elections providing them with the candidate's name and service award resolution to use on the official election ballot

Completed Form EOSB-2108C – New York State Fire District Annual Cancer Claims Report filed with the Office of Fire Prevention and Control

Form EOSB 210.5 Volunteer Firefighter Enhanced Cancer Disability Benefits Program Attestation/ Proof of benefits form sent to New York State Office of Fire Prevention and Control

Roster of all interior members, exterior members and former members qualified for cancer insurance coverage sent to New York State Office of Fire Prevention and Control

CONVENTIONS AND MEETINGS

Commissioner Griebner reported:

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 for twelve spots and to date seven are interested in attending. Commissioner Bugbee stated he would like to offer any spots not filled with officers and commissioners to department firefighters as recommended by the chief. The board agreed to revisit this when the other spots were confirmed.

The National Volunteer Fire Council Training Summit is scheduled for June 26th & 27th, 2026 in Arlington, Virginia. Commissioner Merrill is planning on attending.

Discussion followed regarding the annual defensive driver training course.

INSURANCE

Commissioner Merrill reported that the insurance check for damage to Engine 3 was received from Glatfelter Claims Management, Inc. in the amount of \$53,233.25 and turned over to the treasurer.

Commissioner Merrill reported the 2026 insurance bills were received for worker comp and VFBL and turned over to the treasurer. As per past practice, they will be held for payment until the tax revenue is received in 2026. Commissioner Merrill reported the VFBL premium was lower than 2025, but the workers comp was slightly higher.

Commissioner Merrill reported a recent cancer claim was settled and closed out.

Commissioner Merrill reported all the required reports were filed with New York State and the insurance company ensuring all coverages were properly in place for 2026.

PROTECTIVE CLOTHING

Chief Oliver reported Arriannah Davis' Minitor radio had not been turned in yet, and equipment and uniforms would need to be collected from recently resigned members Xavier Jones and Alex Lenegan.

UNIFORMS & RESPONSE CLOTHING

Chief Oliver reported that United Uniform is working on entering pricing and specifications into their system to be able to prepare the order for Snyder.

Chief Oliver reported sizing samples have been shipped to the firehouse for the high visibility jacket order awarded last month.

Chief Oliver had no official report from the annual equipment inspection, however he reported it was very successful, and most of the membership completed it.

In the absence of Commissioner Hudson, Commissioner Bugbee reported that she reported that it would be necessary to accrue funds into 2026 for the duty uniforms and the high visibility jackets. Treasurer Mye stated he would remember to do so.

LEASES & CONTRACTS

Commissioner Merrill reported that the signed agreement for the preventative maintenance contract with Cummin, Inc. was located and sent to them as requested.

INFORMATION TECHNOLOGY

In the absence of Commissioner Hudson Commissioner Bugbee reported the old computers would be discarded after the hard drives were removed and destroyed and there was no update regarding the Spectrum accounts.

PHYSICAL EXAMINATION & MEDICAL PROGRAM

Commissioner Griebner reported that there was a problem with a new member receiving only a five-panel blood test when it should have been a ten-panel. The vendor was made aware of the error to prevent it from occurring in the future, and the invoicing was correct.

SERVICE AWARD COMMITTEE

Commissioner Tiberi discussed the service awards fund performance month to date and year to date. The fund balance as of December 15th, 2025 was \$3,824,625.94 and was up 9.24% year to date.

Commissioner Tiberi reported the service award reporting for 2025 would be starting after the first of the year.

Commissioner Griebner inquired if all was in order regarding the recently approved service award amendments and Commissioner Tiberi reported the secretary provided all the required documents to Firefly.

APPARATUS

Commissioner Bugbee reported:

He would be getting an update on the status of repairs to Engine 3 in the near future.

An air leak was reported in Rescue 5, and it was repaired.

The regeneration light came on in Rescue 5, and it was taken care of by the mechanic.

A seat sensor needed repair on Rescue 5, and the mechanic was working on that.

A blowhard fan was reported to not be charging, and it was checked over by the mechanic, and all appeared in working order.

The chief had no update on the Streamlight charging problem on Rescue 5.

The back up alarm and auto eject were not working on Rescue 7. The mechanic repaired both.

An Engine 1 junction box indicator light required replacement.

No heat was reported in Truck 6 and that was taken care of – the valves needed to be turned on for winter.

Vehicle 9-1 required towing to Bob & Don's automotive due to a dead battery. The battery was replaced.

Vehicle 9 received a new battery, new tires an oil change and inspection.

Vehicle 9-1 received new tires.

Vehicle 5-1 received new tires, alignment, inspection, new tire system monitor and door strap.

MASTER MECHANIC

Commissioner Bugbee had nothing to report.

HYDRANTS

Commissioner Bugbee had no report. Commissioner Griebner reported that he noticed the pressure gauge had been removed from the hydrant located on Bernhardt Drive and Kings Highway.

PURCHASING

Commissioner Griebner had nothing to report.

DISTRICT POLICIES

In the absence of Commissioner Hudson, Commissioner Bugbee reported that Amkus extrication equipment and Paratech stabilization equipment was added to the Snyder Fire District's standardized equipment list. He also reported that she would have a few proposed policy changes after the release of the final report from the New York State Comptroller's Office relating to the district audit.

Commissioner Merrill reported that effective January 1st, 2026, it will be required that the district ensure all members receive cybersecurity training as mandated by New York State. Discussion followed.

DISTRICT POLICIES (continued)

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 use of the department training room and kitchen for:

- Thomas Tiberi for a family party on December 27th, 2025
- Jerry Johnson for a family gathering on January 1st, 2026
- Timothy Oliver for use of the conference room on January 17th, 2026
- Ryan O'Connor for a baptism party on February 1st, 2026.

Bugbee: Aye

Griebner Aye

Hudson: Absent

Merrill-Aye

Tiberi: Aye

NEW APPLICANT(S)

Commissioner Merrill made a motion, seconded by Commissioner Griebner to approve Wendy Tomczak for membership pending successful completion of her physical examinations. After discussion, the motion carried.

Bugbee: Aye

Griebner Aye

Hudson: Absent

Merrill-Aye

Tiberi: Aye

INVENTORY, RECORDS MANAGEMENT, TESTING & FIXED ASSETS

Chief Oliver reported the turnout gear recently received had not been entered into Red Alert yet as they were waiting for replacement sets.

Chief Oliver reported he was continuing to work on the list for equipment to be deemed obsolete discussed at previous meetings.

Chief Oliver reported the hose testing records were not updated in Red Alert yet.

Commissioner Merrill reported the inventory had been updated for inactive member Murray and deceased member Voss.

BUILDING AND GROUNDS

Commissioner Tiberi reported that the kitchen appliances were cleaned, and the board agreed the work was very well done.

Commissioner Tiberi reported that during the course of the cleaning it was discovered that some of the gas connections on kitchen appliances were old, not safe and in need of replacement. 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 authorize Neu Flo plumbing to replace the gas connections on kitchen appliances for an amount of \$493.00.

Bugbee: Aye

Griebner Aye

Hudson: Absent

Merrill-Aye

Tiberi: Aye

Commissioner Tiberi reported the facilities manager was continuing to investigate hose reels for the apparatus bays.

Commissioner Tiberi reported that Sutton Architects met with the department at the December meeting and reviewed ideas and plans for modifications. Feedback is being solicited from the membership.

Commissioner Merrill provided an update on the firehouse alerting system project. The red light from the 1953 Ford Panel truck was installed in the clubroom and is operating, but more work was required to completely finish the project.

Discussion followed regarding the recent roof leak into the billiard room and main hallway. The facilities manager is gathering quotes for repairs. Commissioner Merrill stated he discussed the matter with the insurance agent, and estimates should be passed on to him for a possible insurance claim. Commissioner Tiberi will keep the board updated.

AMHERST FIRE ALARM OFFICE

Commissioner Merrill reported the new dispatcher was progressing well and may be released from training in January.

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: Adult & pediatric Epi pens; helmet front for Firefighter Keable

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

Not Received: Replacement jacket; adult AED pads; Firefighter boots (Olsen); reflective SCBA labels; firefighter gloves (7 pair)

CHIEF'S REPORT (continued)

Completed: Tires for vehicles 9, 9-1 & 9-2 & 5-1; New York State Fire Academy registration (Asst. Chief Hudson)

Chief Oliver requested the following:

1. \$250 for Office Supplies (Acct 24000)
2. \$500 for EMS Supplies (Acct 32000)
3. Accepting the sole bid of \$50666 for a 2026 Silverado 3500 Pick-Up for a new R7-1
4. An amount not to exceed \$17,406 for a Reading Work Body for R7-1.
5. \$1,026 for 38 CPR Cards from recent recertification courses
6. An amount not to exceed \$550 for Dress uniform coats for Chief Oliver and Past Chief Hammond
7. An amount not to exceed \$250 for Non-Ethanol fuel for the chainsaws

In addition, Chief Oliver reported:

1. He has been in contact with United Uniform regarding the order for Class B Duty Uniforms. They still had not placed the new pricing and specs into the system. Once they do and assign an account manager a fitting will most likely be arranged at the firehouse. A 2nd option is to have them send sizing samples for people to try on.
2. Snyder was requested by Seneca Hose to be added to their Mutual Aid as a 2nd option for FAST
3. WREMAC has approved the Igel Supraglottic Airways and Duoneb Treatments for a nebulizer. However it is only for BLS members with ALS transport capabilities. He is working on getting clarification
4. He would permission to send out for bid the lighting and installation package for the new Rescue 7-1. He requested that the bid opening be at the start of the next regular meeting on Tuesday January 20th at 1930hrs.
5. The Chief attempted to contact with a 3rd vendor on several occasions with no response to provide the body for the new Rescue 7-1. He discussed the matter with the fire district attorney, and he advised that as long as it is documented 2 quotes will be sufficient.

Discussion followed regarding the new Rescue 7-1 and the size of the compartments. Due to the fact they will be slightly smaller, the board asked the chief to ensure the necessary equipment will adequately fit in the compartments.

Commissioner Griebner inquired if the requested non-ethanol fuel was the TruFuel brand and the chief said it was.

OLD BUSINESS

Commissioner Merrill reported the office supplies were partially received

Commissioner Bugbee reported work had started again at Main Street and Chateau Terrace.

There was a conference call scheduled with representatives from Erie County Parks and Recreation to discuss the development on the former Westwood Country Club property and the needs of the Snyder Fire District. Discussion followed.

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

Commissioner Merrill reported he was working with the vendor to complete the membership photo project.

OLD BUSINESS (continued)

Commissioner Merrill reported he was continuing to work on job descriptions and would be reaching out to 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 he received the necessary information for connecting the firehouse fire alarm system and was working with Past Commissioner Koeppel to investigate it further.

Commissioner Merrill reported he contacted a representative from New York State Tolls by Mail and discussed the bill received for two emergency calls on the New York State Thruway and the tolls were waived.

NEW BUSINESS

Commissioner Merrill reported the Fire District Election was held on Tuesday, December 9th and he was re-elected for a five-year term and the proposition to amend the Snyder Fire District's service award program was passed. All required notifications and paperwork were properly completed and submitted, and the vouchers were submitted to pay the election tellers. Discussion followed regarding the problem with some registered voters not appearing in the official election rolls provided by Erie County Board of Elections.

Commissioner Griebner asked the board to consider a request to allow district employees to use the exercise room. Discussion followed and this will be discussed more next month after the secretary reviews it with the attorney and insurance provider.

Upon a motion by Commissioner Merrill, 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 authorize the Snyder Fire Department 1957 Ladder Restoration Committee to hold a meat raffle fundraiser on January 16th, 2026.

Bugbee: Aye

Griebner Aye

Hudson: Absent

Merrill-Aye

Tiberi: Aye

Upon a motion by Commissioner Merrill, seconded by Commissioner Tiberi, the following resolution was approved:

Be it resolved that the Board of Fire Commissioners of the Snyder Fire District will hold their organizational meeting on Tuesday, January 6th 2026 at 5:00 p.m.

Bugbee: Aye

Griebner Aye

Hudson: Absent

Merrill-Aye

Tiberi: Aye

New Business (continued)

Upon a motion by Commissioner Griebner, seconded by Commissioner Tiberi, 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 purchase requests by the chief for the amount of \$2,576.00.

Bugbee: Aye

Griebner Aye

Hudson: Absent

Merrill-Aye

Tiberi: Aye

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

Whereas, the District solicited bids and received one bid for a new Chevrolet Silverado light rescue vehicle as follows:

Cappellino Chevrolet, Inc.

Bid Price: \$50,666.00

Whereas, the one vendor is deemed to be responsible;

Therefore, the Fire District hereby resolves to award the bid to the responsible bidder Cappellino Chevrolet, Inc. for the amount of \$50,666.00

AND BE IT FURTHER RESOLVED, that this resolution is subject to a permissive referendum pursuant to applicable provisions of New York State Town Law;

This resolution was approved by a majority of the Fire Commissioners, on the 16th day of December, 2025.

Bugbee: Aye

Griebner Aye

Hudson: Absent

Merrill-Aye

Tiberi: Aye

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

Whereas, the District solicited bids and received two bids for the body for a new Chevrolet Silverado light rescue vehicle as follows:

Whereas, the bids received were:

Thru-Way Spring

Bid Price: \$17,406.00

Valley Fab and Equipment, Inc.

Bid Price: \$19,925.00

Whereas, both vendors are deemed to be responsible;

Therefore, the Fire District hereby resolves to award the bid to the lowest responsible bidder Reading Body Works for the amount of \$17,406.00.

New Business (continued)

AND BE IT FURTHER RESOLVED, that this resolution is subject to a permissive referendum pursuant to applicable provisions of New York State Town Law;

This resolution was approved by a majority of the Fire Commissioners, on the 16th day of December, 2025.

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

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

WHEREAS, the Fire District requires the purchase of a lighting package meeting certain specifications to outfit a new light rescue vehicle;

WHEREAS, because the amount of the purchase is expected to exceed \$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 **January 20th, 2026 by 5:00 pm** and opened on **January 20th, 2026 at 7:30 pm**. Bids must be mailed.

This resolution was approved by a majority of the Fire Commissioners, on the 16th day of December, 2025.

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

FINANCIAL STATEMENTS REVIEW & RECONCILIATION

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

TREASURER'S REPORT

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

Treasurer Mye reported he was having trouble with his computer and Excel forms and verbally reviewed the fund balances.

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

The Commissioners of Snyder Fire District, at their regular meeting on December 16th, 2025 audited bills numbered 2025-415 - 2025-4453 and authorize and direct the Treasurer to pay bills in the amount of \$52,760.56. Further, the Commissioners acknowledge and authorizes the payment of utilities, telephone, freight and other charges prior to audit in the amount of \$3069.93.

Bugbee: Aye

Griebner Aye

Hudson: Absent

Merrill-Aye

Tiberi: Aye

Discussion followed regarding access to the QuickBooks accounts and paying the approved bills if the treasurer was unable to print from his computer. Treasurer Mye stated he would normally pay the bills the Friday following the meeting, so he hoped to have everything rectified by then and if not, there was alternate methods of printing the checks.

Commissioner Merrill asked the board to review the tentative meeting dates published on the agenda and be prepared to adopt them at the organizational meeting if no changes were required. He noted the April meeting will have to be changed due to the FDIC conference.

ADJOURNMENT

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

Bugbee: Aye

Griebner Aye

Hudson: Absent

Merrill-Aye

Tiberi: Aye

The meeting was adjourned at 08:55 p.m.

Respectfully submitted,

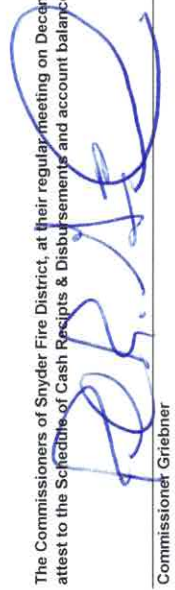


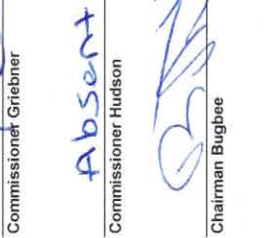
Thomas A. Merrill
Secretary

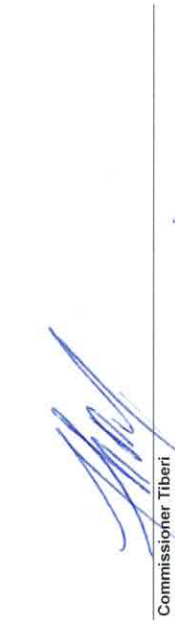
Snyder Fire District
 Schedule of Cash Receipts & Disbursements
 Nov-25

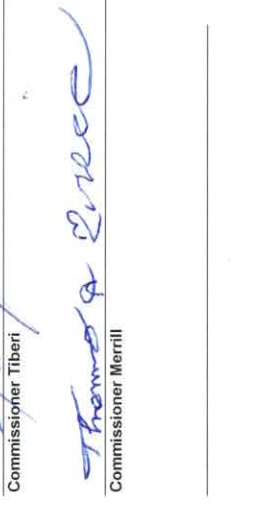
	10001 M&T General Fund Checking: x-8067	NY Class - General: NY-01-1835-0001	NY Class - Capital Reserve for Apparatus & Equipment: NY-01- 1835-0003	NY Class - Capital Reserve for Buildings: NY-01- 1835-0004	NY Class TOTAL	Total
Balance - November 1, 2025	44,808.05	1,123,601.73	669,866.56	519,224.91	2,312,693.20	2,357,501.25
<u>Receipts - November, 2025</u>						
Interest	-	3,260.72	2,116.02	1,640.19	7,016.93	7,016.93
Total Receipts	-	3,260.72	2,116.02	1,640.19	7,016.93	7,016.93
Beginning Cash & Receipts	44,808.05	1,126,862.45	671,982.58	520,865.10	2,319,710.13	2,364,518.18
<u>Disbursements - November, 2025</u>						
Commissioner Mtg. November 18, 2025 Bills Approved for Payment	232,480.41					232,480.41
Correction to Bill No 2025-391; NYS Academy of Fire Science (amount adjusted for \$25 credit card downpayment)	(25.00)					(25.00)
Auto Pre-Payments in November, 2025	3,069.93					3,069.93
Payroll & Processing Fee in November, 2025	7,341.29					7,341.29
Voided check # 1183 dated 11/22/2023 - Rite Aid Pharmacy	(90.00)					(90.00)
Voided check # 1418 dated 5/22/2024 - Jones, Xavier	(12.00)					(12.00)
Total Disbursements	242,764.63					242,764.63
Transfers	250,000.00	(250,000.00)			(250,000.00)	-
Cash Register Balance November 30, 2025	52,043.42	876,862.45	671,982.58	520,865.10	2,069,710.13	2,121,753.55

The Commissioners of Snyder Fire District, at their regular meeting on December 16, 2025 have audited, reviewed and attest to the Schedule of Cash Receipts & Disbursements and account balances for the month ending November 30, 2025.


 Commissioner Griebner


 Chairman Bugbee


 Commissioner Tiberti


 Commissioner Merrill