



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 17th day of February 2026

PRESENT:

- Commissioners: Patricia Hudson-Chair
Bugbee, Griebner, Merrill
- Treasurer: Mye
- Deputy Treasurer:
- Secretary: Merrill
- District Clerk:
- Chief: Acting Chief of Department Hudson
- Asst. Chiefs: Acting Assistant Chiefs Lowe and Polvino
- Others:

Chair Hudson called the meeting to order at 7:33 p.m.

APPROVAL OF PREVIOUS MINUTES

Commissioner Hudson asked for approval of the minutes from the regular meeting held on January 20, 2026. Upon a motion made by Commissioner Griebner, seconded by Commissioner Bugbee, the following resolution was approved:

Be it resolved that the Snyder Fire District Board of Fire Commissioners approve the regular meeting minutes from January 20, 2026.

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

NEW MEMBER APPLICANTS

Candidate for membership Joshua Bandemer was present and brought before the board. After answering some questions, he was dismissed.

GENERAL PUBLIC COMMENTS

No comments were offered by members of the general public.

DEPARTMENT LIAISON

Commissioner Hudson reported new member Amanda Jones was onboarded and assigned a mentor and Maya Hark and Amanda Babich-Seligler were dismissed from membership by the Department’s Examining Board.

Commissioner Hudson provided an overview of the Department’s booster drive campaign.

COMMUNICATION

Secretary Merrill reviewed the monthly correspondence:

Incoming Communication:

Background checks returned from Amherst Police, Erie County Sheriff and JD Palatine for applicant Shaharyar Mir.

Notification that Firefighter Wendy Tomczak successfully completed the IS-100 Introduction to Incident command training course. A copy of the training certificate was filed in her personnel file.

Notification that Firefighter Peter Hapeman successfully recertified as a New York State Emergency Medical Technician. A copy of the certification was filed in his personnel file.

Notification that Assistant Chief Floyd Hudson successfully completed the American Red Cross First Aid/CPR/AED Instructor class. A copy of the certification was filed in his personnel file.

Notification that Commissioner Patricia Hudson successfully completed the American Red Cross First Aid/CPR/AED Instructor class. A copy of the certification was filed in her personnel file.

Notification that Assistant Chief Ryan O'Connor successfully completed the Haz Mat Incident Command Course. A copy of the certification was filed in his personnel file.

Notification that Assistant Chief Ryan O'Connor successfully completed the IS-800 National Response Framework Introduction Course. A copy of the certification was filed in his personnel file.

Notification that Captain Michael Gugliuzza successfully completed the IS-800 National Response Framework Introduction Course. A copy of the certification was filed in his personnel file.

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

Notification that Captain Zachary Polvino successfully completed the Fire Officer II course. A copy of the certification was filed in his personnel file.

Notification that Lieutenant Jacob Sorensen successfully completed the Self Rescue Training Course. A copy of the certification was filed in his personnel file.

Notification that Firefighter Matthew Fortune successfully completed the Self Rescue Training Course. A copy of the certification was filed in his personnel file.

Notification that Firefighter Brett Lawhon successfully completed the Self Rescue Training Course. A copy of the certification was filed in his personnel file.

Notification that Firefighter Scott Goodwin successfully completed the EMS courses Advanced Airway Management, Fundamentals of Mechanic Ventilation, and the EMS Provider Hygiene, Safety and Vaccinations courses. A copy of the certifications were filed in his personnel file.

Request to use the training room and kitchen for a birthday party on February 28, 2026 received from Exempt Member Diana Krakowski

Request to use the training room and kitchen for an Eagle Scouts Ceremony on April 26, 2026 received from Lieutenant Michael Bastedo

Incoming Communication (continued)

Request to use the training room and kitchen for a wrestling team banquet on March 3rd received from Firefighter Wendy Tomczak.

Request to use the training room and kitchen for a birthday party on March 21st received from Captain Chris Oliver.

Notification from Department Secretary Patricia Hudson that Firefighters Maya Hark and Emily Babich-Seliger were dismissed from membership by the Department's Examining Board and Past Chief Mark Van Horn changed his status to Retired Life.

Affidavit from the Amherst Bee confirming the required legal notice was posted detailing the permissive referendum for new Rescue 7-1-make sure get it before the meeting

Revised (restated) service award program as amended with passage of referendum on December 9, 2025 provided by Firefly

Certificate of Insurance naming Snyder Fire District as additional insured received from PBC Service, Inc.

Notice of annual meeting and installation of officers for the Erie County Fire District Officers Association on March 28, 2026 at South Line Fire District

Notification threatening legal action from New York State Tolls by Mail due to failure to pay two toll charges for incident responses on the New York State Thruway

Completed VF-1 insurance form received from Firefighter Wendy Tomczak for a bruised elbow and knee suffered when she fell on the stairs to the mezzanine.

Completed VF-1 insurance form received from Assistant Chief Floyd Hudson for an injury experienced while participating in the annual bail out drill

Request from New York State Center for the Protection of People with Special Needs for an incident report from January 12, 2026 at 815 North Forest Road

Estimate from Amherst Collision Service to replace the mirror on the vehicle damaged by Truck 6 while on a detail on December 24, 2025.

Estimate from Northtown Chrysler Dodge, Jeep Ram Fiat to replace the mirror on the vehicle damaged by Truck 6 while on a detail on December 24, 2025.

Email received from Woodring and Sons, LLC a local landscape company requesting to be considered when seeking bids for landscaping and snow removal services.

Monthly newsletter from Erie County Fire Districts Officers

Notification to the Fire District Treasurer from the New York State Comptroller's Office that the extension request for filing the Snyder Fire District's Annual Financial Report was approved, and the report is now due by April 30, 2026.

Outgoing Communication:

Requests for background checks for applicant Shaharyal Mir sent to Amherst Police, Erie County Sheriffs and JD Palatine.

Letter to candidate for membership Amanda Jones informing her that she was approved for membership pending successful completion of her physical examination.

Notification sent to Michael Cessario informing him that his request to use the training room and kitchen was approved.

Letter sent to Firefighter Christopher Robinson informing him that his membership was continued for 2026 and in addition to meeting all requirements for 2026, he is responsible to make up number of drills and work details he missed in 2025.

Letter sent to Graeme Guest informing him his membership was terminated for failing to meet membership requirements in 2025 and for failing to appear before the board as directed to explain his deficiencies.

Signed insurance documents reviewed at the organizational meeting and approved at the January regular meeting sent to the district's insurance carrier.

Permissive referendum information for the new Rescue 7-1 submitted for publication to the Amherst Bee

Notification made to Town of Amherst requesting the permissive referendum information for the new Rescue 7-1 be posted to Town website and bulletin board.

Notification made to department website manager requesting the permissive referendum information for the new Rescue 7-1 be published on the department website.

Letter to New York State Tolls by Mail providing documentation and disputing two toll charges relating to Fire Department responses onto the New York State Thruway that were incurred by the Fire District.

PCR from EMS call at 815 North Forest Road on January 12th, 2026 emailed to the New York State Center for the Protection of People with Special Needs

CONVENTIONS AND MEETINGS

Commissioner Griebner reported:

The Fire Department Instructors Conference is scheduled for April 20-25 in Indianapolis, Indiana. 9 Department members will be attending.

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

The New York State Chiefs' Conference will be held June 10-13, 2026 in Syracuse, New York.

Commissioner Merrill reported the Firefighters Association of the State of New York will be hosting a conference in Lake George, New York the weekend of May 15-17, 2026.

INSURANCE

Commissioner Merrill reported that claimant Valerie Brown provided written quotes for replacing the mirror on her vehicle and took it to Northtown Chrysler, Dodge, Jeep, Ram Fiat dealership on Niagara Falls Boulevard for repairs. She emailed a receipt, received today, showing her cost was \$175.48.

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

Be it resolved that the Snyder Fire District Board of Fire Commissioners approve the payment of \$175.48 to Valerie Brown for replacing the mirror on her vehicle, damaged by Snyder Truck 6 while out on a detail Christmas Eve.

Bugbee: Aye

Griebner Aye

Hudson: Aye

Merrill-Aye

Tiberi-Absent

Commissioner Merrill reported VF-1 insurance forms were received from Firefighter Wendy Tomczak due to a fall and Assistant Chief Floyd Hudson for an injury that occurred during the bail out training drill. No further medical attention or follow up was reported.

Commissioner Merrill reported a Health Insurance Claim Form was received from WellNow Urgent Care for medical service provided to Firefighter Jasmine Gayles due to an injury received at a fire on July 28, 2026. A VF-1 form was completed, but as reported at the Board meeting on August 19, 2026 Firefighter Gayles never reported to a chief officer that she was receiving additional treatment. He will contact the insurance provider to see what steps should be taken to settle the claim.

PROTECTIVE CLOTHING

Commissioner Bugbee reported Arriannah Davis' Minitor radio has been returned.

Commissioner Bugbee reported former members Xavier Jones and Alex Lenegan still need to turn in their Minitor radio and dress uniform; former member Brandon Probst has turned in all his district issued equipment; former members Maya Hark and Emily Babich-Seliger's turnout gear was turned in but the Minitor radio needed to be returned from them both; former member Graeme Guest and Past Chief Mark Van Horn also need to return all their equipment.

UNIFORMS & RESPONSE CLOTHING

Commissioner Bugbee reported sizing is in progress for the new Class B Duty Uniforms.

Commissioner Bugbee asked Acting Chief Hudson if information was secured regarding adding Snyder FD identification on to the high visibility jackets being considered and the Chief reported he had no additional information to share. Discussion followed and 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 table the purchase of high visibility jackets to allow more time to gather appropriate information and to issue the jackets at the November 2026 equipment inspection dinner.

Bugbee: Aye

Griebner Aye

Hudson: Aye

Merrill-Aye

Tiberi-Absent

LEASES & CONTRACTS

Commissioner Hudson reported the agreement with Spectrum approved at last month's last meeting was signed and delivered.

Commissioner Merrill reported the agreement for attorney services approved at last month's meeting was signed and delivered along with payment for 2026.

Commissioner Merrill reported he was reconciling the Verizon account with Chief Oliver, and three lines could not be identified. He will work with the account representative to update the account and ensure it is accurate.

INFORMATION TECHNOLOGY

Commissioner Hudson reported the old secretary's and old treasurer's printer would be disposed of in the near future.

Commissioner Hudson reported the new printer for the treasurer was received and was operational.

Commissioner Hudson reported that the account representative she worked with to negotiate the revised Spectrum agreement was no longer working for the company, and she was working with a new account representative to get the new plan and program activated.

Upon a motion made by Commissioner Hudson, 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 approve the purchase of a new UPS tower for the server and three new Wi-Fi access points for the building for an amount not to exceed \$791.00.

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

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

Be it resolved that the Snyder Fire District Board of Fire Commissioners approve the purchase of an additional block of time for IT services provided by Tr-Delta Resources for an amount of \$2,500.00.

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

Upon a motion made by Commissioner Hudson, 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 approve the removal and disposal of an obsolete and unused computer smart board currently located in the training room.

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

PHYSICAL EXAMINATION & MEDICAL PROGRAM

Commissioner Griebner reported the annual physical examinations are slated to be held in March and drug testing would be included.

SERVICE AWARD COMMITTEE

Commissioner Tiberi was absent, but left a note reviewing the fund balance and performances year to date, and directed the Board members to sign the Restatement of the Length of Service Award Program prepared by Firefly Admin Inc. reflecting the changes approved in the public referendum in December 2025. In addition, the posted service award report would be removed and filed on February 21, 2026. To date, no objections have been received from any member related to the posted 2025 service award census.

APPARATUS

Commissioner Bugbee reported:

Parts for the repair to Engine 3 are still on order.

A door sensor was repaired on Engine 2

A door handle was repaired on Rescue 5

A report was filed reporting a water leak on Engine 2's rear discharge, but the mechanic found it was working properly.

Parts for a damaged Blowhard fan have been received, and the mechanic will repair it when back from vacation.

MASTER MECHANIC

Commissioner Bugbee reported the mechanic was on vacation in Florida.

HYDRANTS

Commissioner Bugbee reported he received the hydrant canvass for the leased lines from the Town of Amherst, and all was in order, so he turned it over the treasurer for payment. Discussion followed and Commissioner Bugbee reported there are 317 direct service Erie County owned lines and 95 Town owned leased lines.

PURCHASING

Commissioner Hudson reminded board members that all invoices submitted for payment must be clearly marked to confirm receipt of the product, indicate that it is OK to pay, and it must be signed in a legible manner.

DISTRICT POLICIES

Commissioner Hudson reported there was no update on cleaning up the SOP/SOG's published on the district's website.

District Policies (continued)

Commissioner Hudson reported she updated the policy manual to reflect changes approved last month for the LENS program, travel policy and fitness room usage policy and requested Board members to review them.

Upon a motion made by Commissioner Hudson, 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 an amended service award program policy to reflect the changes approved in the public referendum in December 2025 and a new Cyber Security policy that was drafted by the Fire District Attorney.

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

The adopted cybersecurity policy is attached to the minutes.

Upon a motion made by Commissioner Hudson, seconded by Commissioner Bugbee, 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:

- Diana Krakowski for a birthday party on February 28, 2026
- Wendy Tomczak for a wrestling banquet on March 3, 2026
- Chris Oliver for a birthday party on March 21, 2026
- Michael Bastedo for an Eagle Scout ceremony on April 26

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

Commissioner Hudson reported the firehouse would be hosting a aerial ladder training course on July 12, 14, 16, 19, 21, 23, and 26 and requested that the secretary add those dates to the usage form.

NEW APPLICANT(S)

Commissioner Hudson made a motion, seconded by Commissioner Griebner to approve Joshua Bandemer for membership pending successful completion of his physical examinations. After discussion, the motion carried.

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

INVENTORY, RECORDS MANAGEMENT, TESTING & FIXED ASSETS

Commissioner Merrill reported he was in the process of updating the fixed assets inventory.

Commissioner Merrill discussed the status of member's equipment inventory records in Red Alert. Discussion followed with Acting Assistant Chief Polvino regarding the turnout gear purchased in 2024 and 2025 as there is a discrepancy in the gear reported ordered and received and the inventory records in Red Alert. This will be investigated further, and the payment records will be reviewed as well. In addition, Commissioner Merrill noted several boot purchases from 2025 that needed to be entered in Red Alert. Acting Assistant Chief Polvino reported his goal was to have all 2025 purchases accurately entered in Red Alert within the week to allow for the final fixed asset's report to be submitted to the appraisal company.

Commissioner Merrill reported the report listing obsolete equipment that was disposed of still needs to be provided for final approval.

BUILDING AND GROUNDS

Commissioner Tiberi was absent, but left notice that:

Quotes will be solicited for repairing the billiard room.

He is still having trouble getting a second quote for hose reels in the apparatus bays. He will have more information at the next meeting.

He met with the architect and reviewed our feedback, and another meeting will be scheduled to discuss the next steps. He will update the Department at the March meeting.

As reported last month, the dispenser for laundry Fire soap failed but rather than replacing the pump, the facilities manager will be ordering parts to repair it.

There was no update on a deep cleaning schedule.

He received quotes for a preventative maintenance contract for the truck bay garage doors and will be making a recommendation next month.

He is putting together RFP's for waste collection and window washing

He is putting together a preventative maintenance schedule for building systems and components

He ordered the 2026 OSHA information sign for posting in the apparatus bay.

Commissioner Merrill provided an update on the firehouse alerting system project.

AMHERST FIRE ALARM OFFICE

Commissioner Merrill reported that he had a recent meeting with Central Police Service Commissioner Brian Ross who shared his goals and vision for Erie County emergency services training and communication. Discussion followed.

CHIEFS' INSTALLATION

Commissioner Griebner reported the service bars approved last month have not been received.

Commissioner Griebner reported the committee would be meeting soon to plan the meal and Mike Lombardo has agreed to be the Master of Ceremonies for the banquet.

Commissioner Hudson stated she would assist with the program.

CHIEF'S REPORT

In the absence of Chief Oliver, Acting Chief Hudson reported on the status of previously approved purchases.

Received: Firefighter Boots (Olsen); IFSTA Textbook; Firefighter T-shirts

Partially Received: EMS Supplies; Office Supplies; Dress Uniforms (June); Firefighter Boots (1 of 5 pair);

Not Received: Firefighter Gloves (7 pair); Dress Uniform Parts (December); Firefighter Boots (Tomczak);

Partially Completed: Driver Safety Course

Not Completed: Dangerous Spaces Seminar; COLT Training; Beyond the Basics Seminar; GRIT; FDIC; Silverado Pickup (Rescue 7-1); Work Body for Rescue 7-1

Acting Chief Hudson requested the following:

1. \$250 for Office Supplies (Acct 24000)
2. \$500 for EMS Supplies (Acct 32000)
3. Permission for Capt. Joe Raffaele to attend FDIC in April (Acct 34001)
4. An amount not to exceed \$20 / FF to attend Autism Awareness Training on Saturday April 18th at Maryvale HS (Acct 34100)
5. An amount not to exceed \$200 for single cup Keurig Machine for R5 and a box of regular and decaf coffee pods (Acct 24310)
6. An amount not to exceed \$400 for 5 "P" helmet fronts to replace old fronts (Acct3 6004)
7. In January it was necessary to replace a battery and control board on the Blowhard Fan on R5 at cost of \$742.50 (Approved by Comm. Hudson) (Acct 30005)
8. An amount not to exceed \$819.51 for 1st Gas Meter Calibration of 2026 and repair of O2 sensor (Acct 26025)
9. An amount not to exceed \$70 for digital set up for badge artwork on new duty uniforms at United Uniform (Acct 36010)
10. An amount not to exceed \$3500 for custom sized turnout gear for FF Neville (Acct36001)
11. \$50 for two CPR cards for Firefighters Wendy Tomczak and Ryan Scavone.

In addition, Assistant Chief Hudson reported:

1. United Uniform provided sizing samples. Currently sizing members and the order will be placed by the end of the month. As of Friday there have been 31 members that have measured themselves out of 55 eligible
2. The Chief reached out to a company that buys and sells old radio equipment and listed out all of Snyder's surplus radio equipment, but they were not interested in purchasing. The Chief will take a look around FDIC to see if there are any other companies out there in this market.
3. The Chief stated they are still gathering information and awaiting clarification for the Igel Supraglottic Airways and Duoneb Treatments for a nebulizer.

Chief's Report (continued)

Discussion followed regarding the purchase price of non-structural turnout gear and whether it reflected 50% discount offered to compensate for the problems experienced with the order. Commissioner Griebner expressed his frustration with the vendor and service provided.

OLD BUSINESS

Commissioner Merrill reported the office supplies were partially received

Commissioner Merrill reported the new Rescue 7-1 was ordered

There was no update on the development at Main Street and Chateau Terrace.

There was no update regarding development at Westwood Country Club.

Commissioner Merrill reported the proposed new OSHA standards are still under review. Acting Chief Hudson reported the new standards will be heavily based on NFPA 1500, 1710 and 1720.

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

Commissioner Merrill reported a committee was formed and will be meeting to discuss plans for the Line of Duty death memorials.

Commissioner Merrill reported he was continuing to work past Commissioner Koepfel to connect the Department's fire alarm system directly to the Alarm Office. Progress has been made.

Commissioner Merrill reported he has been in contact with Erie County Civil Service and sent them the various Fire District job descriptions. He will be working with them to create non-competitive civil service positions for the positions of secretary and treasurer.

Commissioner Merrill reported that Assistant Chief O'Connor's cell phone has been switched over to the unlimited data plan.

Commissioner Merrill reported that the shredding service will be at the firehouse on Friday, February 20th to pick up the boxes of records deemed disposable in compliance with the records and retention policy.

Commissioner Griebner reported the CPR manual approved for purchase last month was received.

NEW BUSINESS

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 approve purchase requests by the chief for the amount of \$6,552.01.

- \$250 for Office Supplies
- \$500 for EMS Supplies
- An amount not to exceed \$20 / FF to attend Autism Awareness Training on Saturday April 18th at Maryvale HS
- An amount not to exceed \$200 for single cup Keurig Machine for R5 and a box of regular and decaf coffee pods

New Business (continued)

- An amount not to exceed \$400 for 5 “P” helmet fronts to replace old fronts
- In January it was necessary to replace a battery and control board on the Blowhard Fan on R5 at cost of \$742.50
- An amount not to exceed \$819.51 for 1st Gas Meter Calibration of 2026 and repair of O2 sensor
- An amount not to exceed \$70 for digital set up for badge artwork on new duty uniforms at United Uniform
- An amount not to exceed \$3500 for custom sized turnout gear for FF Neville
- \$50 for two CPR cards for Firefighters Wendy Tomczak and Ryan Scavone.

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

Upon a motion by Commissioner Merrill, seconded by Commissioner Bugbee, 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 Captain Joe Raffaele to attend the 2026 Fire Department Instructors Conference and the use of a fire district funds to pay for registration, travel, lodging all other costs affiliated with the conference.

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

Be it resolved that the Board of Fire Commissioners of the Snyder Fire District authorize payment of \$85.00 to the New York State Comptroller’s Office for an online training course “An Introduction to Governmental Accounting.” The course will be on May 6 and May 7 and Treasurer Mye will be participating.

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

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

Be it resolved that the Board of Fire Commissioners of the Snyder Fire District authorize a new cell phone to be purchased for Commissioner Patricia Hudson and that she be added to the current Verizon plan.

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

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

Be it resolved that the Board of Fire Commissioners of the Snyder Fire District authorize payment of \$100.00 to the Pinsky Law Group for Commissioner Merrill to participate in the online Commissioner training program.

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

New Business (continued)

Commissioner Merrill reported that it is recommended by FASNY that the Authority Having Jurisdiction submit the Authority Having Jurisdiction Notification of Termination of Enrolled Member Status Form to the local assessor by February 28, 2026. This form is used by the assessor to keep the tax rolls accurate and correctly identify current active firefighters eligible for the property tax relief and to remove members who no longer meet eligibility requirements. He will work on updating and submitting the form.

Commissioner Merrill reviewed the dispute that has emerged in New York State centered on how volunteer firefighter recruitment should be conducted and supported. The Firefighter Association of the State of New York (FASNY) has outlined a 14-point initiative designed to recruit and retain firefighters and there is a strong coalition of New York State Volunteer Firefighters supporting nominal compensation such as stipends, pay per call, pay on duty and other initiatives. Discussion followed.

Commissioner Merrill reported both the secretary and treasurer's positions will be eligible for membership in the New York State Retirement System. It would require the Fire District to contribute 3% of the yearly salaries to the retirement system. Discussion followed.

FINANCIAL STATEMENTS REVIEW & RECONCILIATION

Commissioner Hudson reported that Commissioner Tiberi left notice that he completed the audit and review of financial statements for the month of January, and all appeared in order.

Commissioner Hudson discussed the rotating schedule and instructions for reviewing the financial statements that was prepared by Commissioner Tiberi and asked the Board members to look it over.

TREASURER'S REPORT

Treasurer Mye reported the requested extension was granted by the New York State Comptroller's Office for the Fire District to file the Annual Financial Report and it is due April 30, 2026.

Treasurer Mye reported no word was received yet regarding the New York State audit. Commissioner Hudson reported she reached out to the Auditor for an update but has not heard back.

Treasurer Mye reported the tax income should be received from the Town by early March.

Discussion followed regarding the cut off point for submitting bills to be approved for payment. The Board and Treasurer agreed that all bills need to be submitted by the Friday before the Board meeting in order to be reviewed and approved for payment at the Board meeting.

Discussion followed regarding the commissioners signing all submitted vouchers, or to sign one master voucher which had been the recent practice. The Board agreed that it would be a good practice for all Board members to review and sign the individual vouchers.

Treasurer's Report (continued)

Treasurer Mye reviewed the Fire District's funds activity and funds balances as of January 31, 2026 and a copy of the schedule of cash receipts and disbursements as of December January 31, 2026 is included as part of these minutes.

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 February 17, 2026 audited bills numbered 2026-038-2026-060 and authorize and direct the Treasurer to pay bills in the amount of \$110,859.75. Furthermore, the Commissioners acknowledge and authorizes the payment of utilities, telephone, freight and other charges prior to audit in the amount of \$6,114.31 and payroll and related processing expenditures in the amount of \$7,612.64.

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

ADJOURNMENT

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

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

The meeting was adjourned at 09:11 p.m.

Respectfully submitted,



Thomas A. Merrill
Secretary

**Snyder Fire District
Schedule of Cash Receipts & Disbursements
Jan-26**

	<u>10001 M&T General Fund Checking (x- 8067)</u>	<u>NY Class - General NY-01- 1835-0001</u>	<u>NY Class - Capital Reserve Apparatus & Equipment NY-01-1835-0003</u>	<u>NY Class - Capital Reserve for Buildings NY- 01-1835-0004</u>	<u>NY Class TOTAL</u>	<u>Total</u>
Balance - January 1, 2026	42,026.52	879,629.48	674,103.09	522,508.76	2,076,241.33	2,118,267.85
<u>Receipts - January, 2026</u>						
Interest						
M&T Bank Deposit - Reimbursement of Red Cross Training	21.60	2,592.38	2,061.80	1,598.12	6,252.30	6,252.30
Total Receipts	21.60	2,592.38	2,061.80	1,598.12	6,252.30	6,273.90
Beginning Cash & Receipts	42,048.12	882,221.86	676,164.89	524,106.88	2,082,493.63	2,124,541.75
<u>Disbursements - January, 2026</u>						
Commissioner Mtg. January 20, 2026 Bills Approved for Payment	123,628.11					123,628.11
Auto Pre-Payments in January, 2026	6,114.31					6,114.31
Payroll & Processing Fee in January, 2026	7,612.64					7,612.64
Total Disbursements	137,355.06					137,355.06
Transfers	100,000.00	(100,000.00)			(100,000.00)	
Cash Register Balance January 31, 2026	4,693.06	782,221.86	676,164.89	524,106.88	1,962,493.63	1,987,186.69

The Commissioners of Snyder Fire District, at their regular meeting on February 17, 2026 audited, reviewed and attest to the schedule of Cash Receipts & Disbursements and account balances for the month ending January 31, 2026

Absent
Commissioner Tiberi

Thomas Merrill
Commissioner Merrill

[Signature]
Commissioner Griebner

[Signature]
Commissioner Bugbee

[Signature]
Chairperson Hudson

CYBERSECURITY THREATS

Definitions

The following definitions shall be applicable to this policy:

“Cybersecurity incident” means an event occurring on or conducted through a computer network that actually or imminently jeopardizes the integrity, confidentiality, or availability of computers, information or communications systems or networks, physical or virtual infrastructure controlled by computers or information systems, or information resident thereon.

“Cyber threat” means any circumstance or event with the potential to adversely impact organizational operations, organizational assets, or individuals through an information system via unauthorized access, destruction, disclosure, modification of information, and/or denial of service.

“Cyber threat indicator” means information that is necessary to describe or identify:

1. malicious reconnaissance, including anomalous patterns of communications that appear to be transmitted for the purpose of gathering technical information related to a cybersecurity threat or security vulnerability;
- 2.
3. a method of defeating a security control or exploitation of a security vulnerability;
4. a security vulnerability, including anomalous activity that appears to indicate the existence of a security vulnerability;
5. a method of causing a user with legitimate access to an information system or information that is stored on, processed by, or transiting an information system to unwittingly enable the defeat of a security control or exploitation of a security vulnerability;
6. malicious cyber command and control;
7. the actual or potential harm caused by an incident, including a description of the information exfiltrated as a result of a particular cybersecurity threat;
8. any other attribute of a cybersecurity threat, if disclosure of such attribute is not otherwise prohibited by law; or
9. any combination thereof.

“Defensive measure” means an action, device, procedure, signature, technique, or other measure applied to an information system or information that is stored on, processed by, or transiting an information system that detects, prevents, or mitigates a known or suspected cybersecurity threat or security vulnerability. The term “defensive measure” does not include a measure that destroys, renders unusable, provides unauthorized access to, or substantially harms an information system or information stored on, processed by, or transiting such information system not owned by the municipal corporation or public authority operating the measure, or federal entity that is authorized to provide consent and has provided consent to that municipal corporation or public authority for operation of such measure.

“Division” shall mean the Division of Homeland Security.

“Information system” means a discrete set of information resources organized for the collection, processing, maintenance, use, sharing, dissemination, or disposition of information.

“Ransom payment” means the transmission of any money or other property or asset, including virtual currency, or any portion thereof, which has at any time been delivered as ransom in connection with a ransomware attack.

“Ransomware attack”:

1. includes and means an incident that includes the use or threat of use of unauthorized or malicious code on an information system, or the use or threat of use of another digital mechanism such as a denial of service attack, to interrupt or disrupt the operations of an information system or compromise the confidentiality, availability, or integrity of electronic data stored on, processed by, or transiting an information system to extort a demand for a ransom payment; and
2. does not include any such event in which the demand for payment is:
 - A. not genuine; or
 - B. made in good faith by an entity in response to a specific request by the owner or operator of the information system.

Reporting of cybersecurity incidents

1. The Fire District shall report cybersecurity incidents as defined above to the Division of Homeland Security. This report shall be made no later than seventy-two hours after the Fire District reasonably believes the cybersecurity incident has occurred.
2. The Fire District shall report any demand of a ransom payment to the Division of Homeland Security. This report shall be made no later than seventy-two hours after the Fire District reasonably believes the cybersecurity incident has occurred.
3. Reporting shall be made in accordance with the procedures established by the Division. At the very least, the report shall include whether the District is requesting or declining advice and/or technical assistance from the Division with respect to the reported cybersecurity incident or demand for a ransom payment.
4. These reports shall be exempt from FOIL.

Ransom Payments

The Fire District shall, in the event a ransom payment is made in connection with a cybersecurity incident by or on behalf of the Fire District, provide the Division with the following, in accordance with procedures established by the Division:

1. within twenty-four hours of the ransom payment, notice of the payment; and
2. within thirty days of the ransom payment:
 - A. a written description of the reasons payment was necessary
 - B. the amount of the ransom payment
 - C. the means by which the ransom payment was made
 - D. a description of alternatives to payment considered
 - E. all diligence performed to find alternatives to payment; and
 - F. all diligence performed to ensure compliance with applicable state and federal rules and regulations including those of the United States department of the treasury's office of foreign assets control.