

**ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
2026 BUDGET WORK SESSION
August 13, 2025**

Members:

Michael Lewis, Chairman
Jeffrey Martin, Vice Chairman
Gary Leighton
Matthew Cook
Susan Martino

Others present:

Alison Senft, District Deputy Treasurer
Erika Pereira, District Secretary
Jennifer Loup, District Treasurer
Matthew Grafton, Fire Chief
Robert Brady, President of the Fire Company
Matthew Cargill, Lieutenant

Chairman Lewis called the budget work session to order at 6:03 p.m.

The Board reviewed various budget line items for the 2026 fiscal year.

Commissioner Leighton recommended increasing Line 004 - building maintenance to \$60,000.00 to better reflect historical spending and anticipated needs.

It was clarified that Line 10 - Legal actually covers a variety of professional services, such as payroll processing, engineering fees, deputy treasurers' fees, audit services, and not just legal counsel. The line name was updated to "Professional Services" in the spreadsheet and will be revised in all related documentation.

Key discussions were centered on capital expenditures and equipment to be purchased in 2026.

– Capital Improvements Discussion

○ Station 3 Renovation or Rebuild

- The Board reviewed preliminary figures for a major renovation project at Station 3 and discussed the cost difference between renovation and complete rebuild.
- The Board decided to proceed with obtaining a formal quote from HUNT for a facilities evaluation, concept design for an addition and renovations to the existing station, or a concept design for a new station.
- A concern was raised about the impact of modern NFPA regulations, particularly the possible requirement for a dedicated turnout gear room, which could significantly increase renovation costs. Erika Pereira will contact the District's insurance agent for additional guidance on this matter.

○ Fence Repairs – Station 3

- Commissioner Martino is working on finalizing details for the fence repairs. This project will be scheduled for completion within the current year's budget.

○ Ductless Units Installation

- The installation of three ductless units in the Officers' Office, SCBA office, and bathroom on the apparatus floor was discussed. Quotes were requested from Air

Temp, Petcosky, Postler & Jaeckle, Bodek, and Fancher.

- Rob Brady requested a quote from Evan's Plumbing & Heating. Erika Pereira will reach out to them.
- Parking Lot Maintenance
 - All three stations need to perform crack sealing and apply a type 2 micro-surfacing treatment. Station 2 will require four holes to be patched before starting the work. During the meeting, the email with the quote for parking lot work was reviewed again and revealed a typo. The correct estimate is \$40,240.00, not \$104,000.00. This correction freed up significant funds in the capital improvements budget line, allowing for the installation of the ductless units and the completion of the parking lots' maintenance and repairs within the current year's budget.
- Station 1 apparatus floor
 - This project will be deferred and completed in 2026.
- Equipment Planning.
 - With the new engine on the production line, there was a discussion about the best way to equip it. Chief Grafton needs to decide whether to buy new hoses or transfer them from the old engine. Chief Grafton will obtain price quotes for new hoses before making a decision.
 - There was a discussion about the water rescue team's budget. The water rescue team requested that \$15,000 be allocated to help them purchase new suits, ropes, and equipment. Our boats can only accommodate a maximum of six people. There was a discussion about how the existing gear is underutilized, and that modern technology, like the county's drone program, offers a safer alternative. Using drones first could be a safer and more cost-effective option, considering the low frequency and high risk associated with water rescue calls.

Robert Brady had a list of items that he thought needed to be updated or repaired.

- He would like to see new chairs and a chair cart purchased for the community room.
- He would like to see new tableware and cutlery purchased for the community room kitchen.
- He stated that the carpet runners throughout the building need to be replaced because they are starting to look tattered and worn.
- He stated that the Chief's office and the Assistant Chief's office need to have the carpet replaced and a new paint job.

He has received quotes for some of the items and will share them with the Board.

Erika Pereira will obtain quotes for the flooring and painting of the offices, including the SCBA room, as a request has been made to replace the carpet with a different type of flooring.

Erika Pereira will collect information on the bonding process in the event the Board decides to rehabilitate or rebuild Station 3.

The estimated PILOT payment amount for 2026 has not yet been received.

Motion to adjourn by Commissioner Martino, seconded by Commissioner Cook, at 7:30 pm. All in favor;
Aye. Motion carried.

All motions were unanimously carried unless otherwise noted.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Erika Pereira". The signature is fluid and cursive, with the first name "Erika" and last name "Pereira" clearly distinguishable.

Erika Pereira
Fire District Secretary