

**Egbertsville Fire District  
1880 Eggert Road  
Egbertsville, New York 14226-2233**

COMMISSIONERS:

BRIAN K. MULTERER – Chairperson  
JOHN M. KWIATKOWSKI – Vice Chairperson  
PATRICK M. GALVIN  
CHRISTINA M. MASTRELLA  
TYRONE P. SMITH

APPOINTED OFFICERS:

RAYMOND F. BRAUN  
Secretary/Treasurer  
NICOLE L. WOODFORD  
Office Assistant

January 8, 2026

Meeting called to order by Chairman Multerer at 17:13.

Attended: Patrick Galvin, John Kwiatkowski, Christina Mastrella, Brian Multerer, Tyrone Smith.  
Also in attendance: Nicole Woodford, Chief John Whitehead Jr., President Jeffrey Yap, David Rogge, David Mastrella.

Temporary Chairperson- Motion by T. Smith Seconded by B. Multerer to appoint Patrick Galvin.

Temporary Chairperson Galvin swears in the newly re-elected member of the Board of Fire Commissioners. Christina Mastrella has signed the Fire District Oath of Office.

Temporary Chairperson Galvin confirmed that Fire Commissioner Christina Mastrella has taken the Oath of office at the Town of Amherst Clerk's Office.

Temporary Chairperson Galvin calls for the nomination for Chairperson of the Board of Fire Commissioners.

Motion made by J. Kwiatkowski, seconded by C. Mastrella to nominate Brian Multerer as the Chairperson of the Board of Fire Commissioners.

No additional nominations had been made.

Motion made by J. Kwiatkowski, seconded by C. Mastrella to elect Brian Multerer as the Chairperson of the Board of Fire Commissioners for the year 2026. VOTE: C. Mastrella- aye, P. Galvin-aye, T. Smith- aye, J. Kwiatkowski- aye, B. Multerer abstained. Motion passed.

Chairman Multerer directed the Secretary and/ or Assistant Secretary to attach the media notification as proof of publication for the organizational meeting to these minutes.

Chairman Multerer called for nominations for the office of Vice Chairman of the Board of Fire Commissioners. Motion made by T. Smith, seconded B. Multerer to nominate Patrick Galvin as Vice Chairman of the Board of Fire Commissioners. There being no further nominations, motion by T. Smith and seconded by B. Multerer to close the nominations. Motion by Mastrella and seconded by T. Smith to elect Patrick Galvin as the Vice Chairman of the Board of Fire Commissioners for the year 2026. VOTE: C. Mastrella- aye, P. Galvin- abstained, T. Smith- aye, J. Kwiatkowski- aye, B. Multerer- aye. Motion passed.

Chairman Multerer called for nominations for the Office of the Fire District Secretary. Motion by T. Smith, seconded by P. Galvin to appoint Raymond Braun as Fire District Secretary. There being no further nominations, motion by T. Smith, seconded by P. Galvin to close nominations.

Motion by T. Smith, seconded by P. Galvin to appoint R. Braun as Secretary for the year of 2026. Carried unanimously.

Chairman Multerer called for nominations for the Office of the Fire District Assistant Secretary. Motion by J. Kwiatkowski, seconded by T. Smith to appoint Nicole Woodford as Fire District Assistant Secretary. There being no further nominations, motion by J. Kwiatkowski, seconded by T. Smith to close nominations. Motion by T. Smith, seconded by P. Galvin to appoint N. Woodford as Assistant Secretary for the year of 2026. Carried unanimously.

The newly appointed Secretary and Assistant Secretary of the Board of Fire Commissioners shall take the oath of office and when completed, file the oath with the Town of Amherst Town Clerk.

Chairman Multerer called for a motion to name the Fire District Secretary to be the District Custodian of Records and Records Access Officer for Freedom of Information Law (FOIL) Policy. Motion By J. Kwiatkowski seconded by P. Galvin to appoint the Fire District Secretary as the District Custodian of Records and Records Access Officer for FOIL requests., carried unanimously.

Chairman Multerer called for nominations for the Office of Attorney for the Fire District. Motion made by C. Mastrella, seconded by J. Kwiatkowski to appoint Tiveron Law as attorney for the Fire District. There being no further nominations, motion by C. Mastrella, seconded by J. Kwiatkowski. Motion by C. Mastrella seconded by J. Kwiatkowski to appoint Tiveron Law for the Fire District for the year of 2026, carried unanimously.

Chairman Multerer called for the approval of the retainer arrangement with the attorney, \$5,000.00. per year payable. Annually to cover all professional services except unusual circumstances to be handled on an individual basis. Motion by P. Galvin, seconded by T. Smith. To approve the retainer arrangement with the Attorney, carried unanimously.

Chairman Multerer called for nominations for the Office of the Fire District Treasurer. Motion by P. Galvin, seconded by J. Kwiatkowski to appoint Raymond Braun as the Fire District Treasurer. There being no further nominations, motion by P. Galvin seconded by J. Kwiatkowski to appoint Raymond Braun Treasurer for the Year 2026, carried unanimously.

Chairman Multerer called for nominations for the Office of the Fire District Deputy Treasurer. Motion by P. Galvin, seconded by B. Multerer to appoint Nicole Woodford as the Fire District Deputy Treasurer. There being no further nominations, motion by P. Galvin seconded by B. Multerer to appoint Nicole Woodford Deputy Treasurer for the Year 2026, carried unanimously.

The newly appointed Treasurer and Deputy Treasurer of the Board of Fire Commissioners shall take the oath of office and when completed, file the oath with the Town of Amherst Town Clerk.

Chairman Multerer called for nominations for the Office of Fire District Purchasing Agent. Motion by T. Smith, seconded by B. Multerer to appoint Nicole Woodford as Fire District Purchasing Agent. There being no further nominations, motion by T. Smith, seconded by B. Multerer to close nomination. Motion by T. Smith seconded by B. Multerer to appoint Nicole Woodford Purchasing agent for the year 2026, carried unanimously.

Chairman Multerer called for a motion to designate the Amherst Bee or the Buffalo News as Official Publications to be used by the Fire District for Public Notices and other required

publications. Motion by T. Smith, seconded by C. Mastrella to approve the official news publications, carried unanimously.

Chairman Multerer called for a motion to designate all commercial banks in the State of New York as depositories for Fire District Funds and specifically KeyBank and M&T Bank. Motion by T. Smith, seconded by P. Galvin, carried unanimously.

Chairman Multerer called for a motion to adopt a resolution empowering the Chairman to sign any contracts on behalf of the District whenever such contracts are approved by at least three members of the board at a meeting of the board during the year. Motion by P. Galvin, seconded by J. Kwiatkowski, VOTE: C. Mastrella- aye, P. Galvin-aye, T. Smith- aye, J. Kwiatkowski- aye, B. Multerer abstained. Motion passed.

Chairman Multerer called for a motion to designate the official meeting night(s) of the Board of Fire Commissioners for the year 2026. Motion by B. Multerer, seconded by J. Kwiatkowski, carried unanimously.

Chairman Multerer called for a motion to authorize the continued membership in and attendance, at Fire District expense, of any or all Fire Commissioners, Secretary, Assistant Secretary, Treasurer and Deputy Treasurer at the following:

- Amherst Fire District Officers Association
  - Meetings and Conventions
- Association of fire Districts of the State of New York
  - Meetings and Conventions
- Erie County Fire District Officers Association
  - Meetings and Conventions
- Firehouse Expo
  - Meetings and Conventions
- Fireman's association of the State of New York
  - Legislative Conferences, Meetings and Conventions
- International Association of Fire Chiefs
  - Meetings and Conventions
- Fire Department Instructions Conference (FDIC)
  - Meetings and Conventions
- Fire Rescue Conference
  - Meetings and Conventions
- NFPA
  - Meetings and Conventions
- New York State Association of Fire Chiefs
  - Meetings and Conventions
- Regional Fire Organizations
  - Meetings and Conventions
- Pinsky Law Group
  - Meetings and Conventions

Motion by C. Mastrella, seconded by T. Smith to approve the attendance and participation to the above meetings and conventions at the expense of the Fire District for any and all Fire Commissioners, Secretary, Assistant Secretary, Treasurer and Deputy Treasurer, carried unanimously.

Chairman Multerer called for approval of the year 2026 Salary and Wage Schedule, as detailed in the year 2026 Budget, for Fire District Caretaker, James J. Christopher, Fire District Part Time Master Mechanic Mark Chapin, Secretary/Treasurer Raymond F Braun, Assistant Secretary/Deputy Treasurer Nicole Woodford, a copy of the year 2026 Salary & Wage schedule is attached. Motion by T. Smith, seconded by J. Kwiatkowski, carried unanimously.

Chairman Multerer called for a motion for Lumsden & McCormick, LLP Certified Public Accountants to audit the Fire District records for the year 2025 and to prepare the Annual update report to the New York State Comptroller. Motion by P. Galvin, seconded by T. Smith to have Lumsden & McCormick LLP Certified Public Accountants to audit the Fire District Records for the Year 2024 and prepare the Annual Update Report to the New York State Comptroller, carried unanimously.

Chairman Multerer confirmed the Fire District Treasurer and Deputy Treasurer bonds are included with the fire district insurance coverage held with Potter, Harris & Scherrer Agency and remains in enforce until the March 1, 2026 renewal.

Chairman Multerer called for a motion to authorize mileage reimbursement at the amount set by the Internal Revenue Service (IRS) for the current calendar year. Year 2026 mileage rate set by the IRS is \$ 0.75. Motion made by T. Smith seconded by C. Mastrella. To authorize mileage reimbursement at the mileage rate as established by the IRS of \$0.75, carried unanimously.

Chairman Multerer called for a motion to authorize per diem reimbursement at the amount set by the Internal Revenue Service for the specific city and state locations in the United States. Motion made by C. Mastrella, seconded by J. Kwiatkowski to authorized per diem reimbursement in the amount set by the IRS for each specific city and state, carried unanimously.

Chairman Multerer called for a motion to authorize the chief and/or assistant chiefs to attend the International Association of Fire Chiefs Convention, at fire district expense. Motion made by T. Smith, seconded by C. Mastrella to authorize the chief and/or assistant chief to attend the IAFC Convention, Maximum of two fire chief officers to attend, carried unanimously.

Chairman Multerer called for a motion to authorize the chief and/or assistant chiefs to attend the Fire Department Instructors Conference, at fire district expense. Motion made by C. Mastrella, seconded by T. Smith to authorize the chief and/or assistant chief to attend the Fire Department Instructors Conference, Maximum of two fire chief officers to attend, carried unanimously.

Chairman Multerer called for a motion to authorize the chief and/or assistant chiefs to attend the Firehouse Expo, at fire district expense. Motion made by C. Mastrella, seconded by T. Smith to authorize the chief and/or assistant chief to attend the Firehouse Expo, Maximum of two fire chief officers to attend, carried unanimously.

Chairman Multerer called for a motion to authorize the chief and/or assistant chiefs to attend the New York State Association of Fire Chiefs Convention, at fire district expense. Motion made by B. Multerer, seconded by P. Galvin to authorize the chief and/or assistant chief to attend the New York State Association of Fire Chiefs Convention, Maximum of two fire chief officers to attend, carried unanimously.

Chairman Multerer called for a motion to authorize the chief and/or assistant chiefs to attend the Erie County Fire District Officers Annual Meeting, at fire district expense. Motion made by B. Multerer, seconded by C. Mastrella to authorize the chief and/or assistant chief to attend the Erie County Fire District Officers Annual Meeting, Maximum of two fire chief officers to attend, carried unanimously.

Chairman Multerer called for a motion to authorize the Eggertsville Hose Company attendance at the Annual Memorial Day parade in Williamsville, New York, the Old Homes day Parade in Williamsville, New York, Erie County Fair Fireman's Parade in Hamburg, New York, Lancaster Holiday Parade in Lancaster, New York, Clarence Center derby and parade in Clarence, New York, to include the use of district apparatus as designated by the Fire Chief. Motion made by T. Smith, seconded by C. Mastrella to authorize Eggertsville Hose Company attendance at the Annual Memorial Day parade in Williamsville, New York, the Old Homes day Parade in Williamsville, New York, Erie County Fair Fireman's Parade in Hamburg, New York, Lancaster Holiday Parade in Lancaster, New York, Clarence Center derby and parade in Clarence, New York to include the use of Fire District apparatus as designated by the Fire Chief, carried unanimously.

Chairman Multerer will make Year 2026 Committee Appointments by the February 2026 regular meeting.

Chairman Multerer called for a motion to approve the Treasurers request to file his 2025 year-end report to the Board of Fire Commissioners at the February Regular meeting. Motion made by B. Multerer, seconded by J. Kwiatkowski to approve the Treasurers request to file his 2025 year-end report to the Board of Fire Commissioners at the February Regular Meeting, carried unanimously.

Chairman Multerer called for a motion to approve the Treasurer request to file the Treasurers Annual Update Report to the New York State Comptrollers after the fire district auditor has audited the fire district records. Motion made by J. Kwiatkowski seconded by C. Mastrella to file the Treasurers Annual Update Report to the New York State Comptrollers after the fire district auditor has audited the fire district records, carried unanimously.

Chairman Multerer called for a motion to approve the Treasurers request to encumber \$146,016.18 of year 2025 funds into the year 2026 budget, Motion made by J. Kwiatkowski seconded by T. Smith, to approve the Treasures request to encumber for outstanding purchases into the year 2026 fire district budget. Funds to be on deposit in the M&T Budget Checking and Savings account, carried unanimously.

Chairman Multerer called for a motion to adopt the Purchase Policy Guidelines same as the previous year. Motion made by J. Kwiatkowski seconded by P. Galvin to adopt the Purchase Policy Guidelines, carried unanimously.

Chairman Multerer called for a motion to adopt the Investment Policy Guidelines same as the previous year. Motion made by B. Multerer seconded by P. Galvin to adopt the Investment Policy Guidelines, carried unanimously.

Chairman Multerer called for a motion to adopt the Treasurer and Deputy Treasurer Pre-Pay Claims Policy same as the August 7<sup>th</sup>, 2014 resolution. Motion made by J. Kwiatkowski seconded C. Mastrella to adopt the Treasurer and Deputy Treasurer Pre-Pay Claims Policy.

Chairman Multerer called for a motion to reaffirm the following Fire District Policy Guidelines.

- Active Non-Resident Firemen
- Anti-Hazing Policy
- Candidates for District Office Policy
- Cardio Pulmonary Resuscitation (CPR) Training Policy
- Cellular Phone and Smart Phone Use Policy
- Credit Card Use Policy
- Discrimination in the Workplace Policy
- Eggertsville Hose Company Reimbursement Policy
- Employee Assistance Program Policy
- Ethics Policy
- Fixed Asset Policy
- FOIL Policy
- Group Life Insurance Policy
- Investment Policy
- LOSAP Policy
- Medical Leave Policy
- Member Loss Policy
- No Smoking Policy
- Physical Examination Policy
- Pregnancy Policy
- Pre-Hospital Care Report (PCR) Policy
- Procurement Policy
- Public Comment at meetings and hearings
- Records Retention Policy
- Secretary/Treasurer Mileage Reimbursement Policy
- Social Media Policy
- Travel Expense Reimbursement policy/Training School Policy
- Treasurer / Deputy Treasurer Bill Payment Policy
- Turnout Equipment Policy
- Video Conference Policy
- Vehicle Use Policy
- VFBL Benefits Guidelines/Policy
- Whistleblower Policy

Motion made by P. Galvin seconded by J. Kwiatkowski to reaffirm the Fire District Policy guidelines as described in the list above, carried unanimously.

**Minutes Approval:**

Motion by J. Kwiatkowski, seconded by T. Smith, to approve the December 4, 2025 Board Meeting Minutes as submitted, motion carried.

Motion by B. Multerer, seconded by J. Kwiatkowski, to approve the December 30, 2025 Board Meeting Minutes as submitted, motion carried.

**Correspondence Sent:** No Report

**Correspondence Received:** No Report

**Chief's Report:**

Ira – Currently planning arrangements with his son. Eggertsville will host the Wake, Funeral and Funeral Brunch.

2025 Stats have been posted

All State reports have been submitted for NIRIS

2026 Officers have been selected and posted in the hallway by the restrooms

Member update- R. White has resigned from the company, J. Kwiatkowski has gone exempt. R. Peoples has been on medical and is returning at the end of January approval requested for his annual physical.

Confirming dates for annual training. Sexual Harassment training due by 10/31/26

Health Physical window will be from September 1, 2026- November 30, 2026.

Cellphone reimbursement – S. Sikirica submitted his phone bills, M. Flynn is looking for reimbursement for 2026.

State Fire is hosting 2 classes in February 2026 D. Mastrella is the lead instructor. Dates approved with P. Galvin.

Benderson Development is moving forward with the plans for the Boulevard Mall. Requesting authorization to have our firefighters perform training. There will not be a live burn aspect.

Erie County is requiring all participants that take the EMT class to have insurance and full physicals.

Requesting \$500 for the year for decorations for the firehouse.

Motion by B. Multerer, seconded by C. Mastrella, to approve as submitted, motion carried.

410 Hartford – Damaged Ellicott Creek truck- Per T. Brady we are not liable for any damages.

Material Requisitions:

- 1) New Batteries and charging stations for the Minitor 6- \$1111.50
- 2) CO- Monitor for Captain & Gas Monitor calibration- \$670.00
- 3) Minitor Replacement parts- \$860.00

Motion by T. Smith, seconded by B. Multerer, to approve the Material Requisitions as submitted, motion carried.

**President’s Report:**

Currently no Vice President. W. Bulleigh is the new treasurer.

J. Christopher is changing bank accounts to ensure that the appropriate people are listed on the account and have 2 people on the account at all times.

Focus this year will be on the Bylaws and having them revised as needed. There is a committee that will look at the bylaws side by side to compare and once the company has reviewed they will have the Hose Company attorney review.

E. Drexinger – All mail that has been sent has been returned. President Yap was advised to send the correspondence to her attorney.

P. Boyle has someone planning on coming to the company meeting to provide options through AT&T for special discounts. President Yap was advised to verify if there is a non-solicitation policy.

**Report of Committees:**

**Alarm and Hydrant Committee:** Tabled for discussion at Dinner.

**Apparatus Committee:**

Currently the committee is working on the plans for Engine 2's replacement and the replacement for Rescue 7. Chief Whitehead Jr. expects that this will be presented to the board at the February Meeting.

**Convention Committee:**

C. Mastrella is planning on attending the NFPA conference in the fall. All participants have been registered for FDIC classes. Attending – B. Peters, B. Schmitt, P. Cosgrove, V. Anderson, R. Woodford, D. Fetes & N. Woodford.

**Finance Committee:**

Per the meeting on 12/30/25 \$58,406.47 has been deposited in the truck fund, \$58,406.47 has been deposited in the Building fund and \$29,203.23 has been deposited into the LOSAP fund.

**Health Care Committee:** No Report

**House Committee:**

Issue with the Hood it needs to be replaced and inspected. Bid prepared from Allstate in the amount of \$2130.00

Motion by J. Kwiatkowski, seconded by C. Mastrella, to approve as submitted, motion carried.

**Information Technology Committee:**

R. Woodford & J. Trometer have been working with Alpine to fix ensure that all reporting is correct. Amherst Fire Control did not install/change their process which is impacting the new NIRIS system. They are working on resolving this issue.

**Inspection Committee:** May 9<sup>th</sup>, 2026

**Insurance Committee:**

T. Brady will be attending the February meeting to discuss our policy.

**Jacket and Uniform Committee:**

B. Multerer is working on getting jackets, more details to come.

**Service Awards Committee:**

Tally report has been submitted and will be reviewed.

**Unfinished Business:**

C. Mastrella brought up the discussion of bills. Concerns have been expressed that Bills have been delayed in being paid which has caused late fees.

All commissioners agreed that it is necessary to move forward with hiring a third person. There was discussion around who the candidate would be but the item was tabled until the February meeting pending additional information from R. Braun and status on training of N. Woodford.

**New Business:**

Request to use the facility from B. Multerer for his Daughters 30<sup>th</sup> Birthday.

Motion by T. Smith, seconded by P. Galvin, to approve as submitted, motion carried.

**Treasurers Report:** No Report

Motion by B. Multerer, seconded by T. Smith, to adjourn the meeting, carried unanimously. The meeting adjourned at 18:34.

**DINNER:**

The board continued discussion during dinner at Giancarlos 5110 Main Street Williamsville, NY 1422. During this period, the board discussed the upgrade to the Alarm system in the building, Bids are currently being collected and will give us both better fire protection and upgrade to our camera coverage. The ability to see who is at the doors in various parts of the building will be helpful for the membership and provide another level of safety. B. Multerer will present more on the bids at the February meeting. N. Woodford provided an update on the IPAD upgrade. The cases are a significant cost. Options are being explored to change out the mounting system. More details will be provided at the February meeting. Cell phone upgrades will also be happening soon. Working with Verizon on the replacements with cases.

Motion by J. Kwiatkowski, seconded by T. Smith, to adjourn the meeting, carried unanimously. The meeting adjourned at 21:06.

**Regular Meeting Schedule**

February 5, 2026	19:00	August 6, 2026	19:00
March 5, 2026	19:00	September 3, 2026	19:00
April 2, 2026	19:00	October 1, 2026	19:00
May 7, 2026	19:00	November 5, 2026	19:00
June 4, 2026	19:00	December 3, 2026	19:00
July 2, 2026	19:00		

Respectfully submitted,

Nicole L. Woodford  
Office Assistant

Raymond F. Braun,  
Secretary/Treasurer

**Egbertsville Fire District  
1880 Eggert Road  
Egbertsville, New York 14226-2233**

**Organizational Meeting Outline  
Year 2026 Salary & Wage Schedule**

Caretake James J Christopher- Salary Payable Bi-Monthly-	\$59, 573.00
Master Mechanic Mark Chapin– Part Time- Salary Payable Bi-Monthly-	\$23, 029.00
Secretary/Treasurer – Annual Salary Payable Monthly	\$30, 583.00
Assistant Secretary/ Deputy Treasurer – Annual Salary Payable Bi- Monthly	\$28, 080.00

As Contained in the Year 2026 Fire District Budget.

