



MENDON FIRE DISTRICT
Board of Commissioner
District Meeting Minutes (Approved)
November 20th, 2025



ROLL CALL (meeting called to order 19:00 hrs. on 11/20/2025 by R. Wilsey)

PRESENT	NAME	CAPACITY	NOTES
No	Arman, Mike	MFD President	Out of Town
Yes	Baumer, Heidi	Treasurer	
Yes	Considine, Dan	Commissioner	
Yes	Fletcher, William	General Counsel	
No	Friedlander, David	MFD Deputy Chief	In Training Class
Yes	Joint, Richard	Commissioner	
Yes	Chip Knapp	MFD Vice-President	Reporting for MFD BOD
Yes	Sellman, Tom	Secretary	
Yes	Shipe, John	Commissioner	
Yes	Shuler, Steve	Commissioner	
Yes	Tschiderer, Steve	MFD, Chief	
Yes	Wilsey, Ryan	Commissioner (Chairman)	

OTHER ATTENDEES NOTED

NAME	CAPACITY	NOTES
Greg Francesco	MFD Member	New
Scott Goodman	Rush Fire District Board Chairman	FOIL request

PUBLIC COMMENT

FOIL Request Status

Scott Goodman inquired about the status of FOIL requests that he indicated had been initiated by phone, email and certified letter to MFD commissioner’s homes. The basis of the request was that the Rush Fire District is putting on a full time laborer and they are gathering information on pay, duties, etc., and their desire to mirror it after what MFD has implemented. Counsel Fletcher reviewed his intended response will be forthcoming, explaining the delay caused by his recent travel (along with the MFD Board) to the IAFC conference in Florida. Mr. Goodman acknowledged that was acceptable.

CALENDAR / MEETING ROOM REQUEST REVIEW

Secretary Sellman reviewed a request by Mendon Baseball (through Chief Tschiderer) to use the parking lot on Sat. Nov 22nd to facilitate their customary fund-raising pie distribution. They were given permission with directives of what areas to use, and what to avoid (due to ongoing construction).



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CALENDAR / MEETING ROOM REQUEST REVIEW (cont.)

04-25-2026 10 AM – 8 PM St. Mark Lutheran Church Community Chicken BBQ

Secretary Sellman reviewed details of the planned use by the Church and presented the deposit check to Treasurer Baumer. There was a brief discussion with respect to facility clean-up requirements and facility-use fee. S. Shuler motioned that for the St. Mark request -- the facility-use fee be waived, the security deposit be held until the clean-up has been deemed satisfactory. Included in the motion was approval for the Mendon Baseball pie distribution activity be approved as well. This was seconded by J. Shipe and passed by unanimous consent: 5-0-0.

Secretary Sellman reviewed frequent scheduling issues that get presented with the District's chartered Scout organizations, vis-a-vis quick turnaround time between request submission and next Board meetings beyond the request date. Sellman asked that as the maintainer of the calendar, that he be given the latitude to approve/deny without full Board approval - ensuring there are no conflicts (existing, or anticipated).

R. Wilsey motioned to approve the requested generalized approval mechanism, noting that such approvals would be subject to change based on MFD events that may arise in real-time. This was seconded by J. Shipe and passed by unanimous consent: 5-0-0.

SECRETARY ITEMS

Past Meeting Minutes:

S. Shuler motioned to approve the meeting minutes for the October 21st District meeting. This was seconded by J. Shipe and passed by unanimous consent: 5-0-0.

Calendar Reminders:

Secretary Sellman reviewed several upcoming calendar items including:

December 9th, 2025 : December Meeting (19:00) with concurrent District Election (15:00 – 21:00)
Sellman noted that only one petition for the 5 year Commissioner Term was received (from S. Shuler) and has been validated.

January 1st, 2026 : Organizational Meeting (@ 16:00) and swearing-in ceremony (@ 17:00)

District Correspondence:

None.



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MENDON FIRE DEPT BOARD OF DIRECTORS REPORT (Vice President Knapp)

New Members Building : Construction underway – shell to be completed before year-end. Project remains on budget.

Department Fall Festival : President Arman elaborated on the plans/dates/times for the upcoming Fall Festival / Food Truck / Recruiting Event (Oct 24th 5 - 8 PM).

Truck Bay Power Washer : Installed & fully functional. Department member J. Brush to arrange instructional training for use.

Updates for '32 Chevy Antique: \$5K budget approved for improvements: new tires, new gas tank, 12 volt electrical switch.

End of year Meetings: Dec. 3rd (Annual BOD), Dec. 4th (Annual Department + Dec. Monthly Dept).

CHIEF'S REPORT

See **Appendix A** for content presented in Chief Tschiderer's report.

Purchase Orders

- 25-26 : Radio Strap Kits : Capital City Industry Qty 5 : \$750.00
- 25-27 : ICS Passport Helmet Shields : ICS Positions 8 @ 5 trucks : \$479.60

R. Wilsey motioned to approve the two PO's – this was seconded by J. Shipe and passed by unanimous consent: 5-0-0.

Chief presented pricing details of the PO 25-25 for DECON seats (for 365 & 364) researched by the District Administrator. With the pricing determined as to be from 'sole source', a permissive referendum is required to proceed. R. Wilsey motioned to adopt a resolution for a permissive referendum - not to exceed \$16,500 for the seats. This was seconded by S. Shuler and passed by unanimous consent: 5-0-0. See **Appendix G** for the referendum.

3rd Battalion Line Officers Meeting and Holiday Meeting

Chief Tschiderer made a request that alcohol be allowed to be served at the meeting. It was suggested that C. Knapp and M. Arman take the TIPS (NYS ATAP) online training to bring them and the event into insurance compliance. R. Wilsey motioned to approve the requested alcohol serving at the event – this was seconded by S. Shuler and passed by unanimous consent: 5-0-0



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CHIEF'S REPORT (cont.)

Mutual Aid Resource Form

Chief Tschiderer initiated a brief discussion requesting consensus on him drafting a standard form letter that would be used to get approvals for mutual aid members with some consistency of content. The consensus of the Board was uniformly affirmative.

District Member Incentive Program

Secretary Sellman initiated a brief discussion reminding Chief Tschiderer that as we come to the end of 2025, the Line and Training division should be preparing to assemble the necessary information with respect to the various areas of examination that play into the District's Incentive Program (e.g. Call Response, Drill and Training Class attendance, and recruitment criteria). It was agreed that the definition with respect to measurement of Call Response needs some focused attention – perhaps others. To that end, it was decided that a Workshop to discuss was warranted – with a timeframe towards the end of January. Secretary Sellman will solicit the Board for dates & times.

TREASURER'S REPORT

Voucher & Reconciliation Review

Treasurer Baumer reviewed the voucher and reconciliation statements. See **Appendix B** for submitted content. She also initiated a brief discussion regarding the possible need to set up a meeting prior to year-end to determine expense profile and how much money will be transferred over to capital. The consensus was to determine the need and possible date at the December 9th District Meeting.

Treasurer Baumer led a review (via question) of the ICONIC-X Truck Cap status as it relates to coordinating payment (electronically).

R. Wilsey motioned to pay the bills and approve the Treasurer's report – this was seconded by S. Shuler and passed by unanimous consent: 5-0-0

OPERATIONAL COMMITTEE REPORTS

Apparatus

New 367: R. Joint gave a brief report on ICONIC-X Truck Pack: He and the District Administrator to meet with All County Tractor & Trailer (Victor, NY) Nov 21st to discuss installation details and pricing estimate. If a satisfactory outcome to use All County is determined, the plan would be to drop-ship the Truck Pack to All County.



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OPERATIONAL COMMITTEE REPORTS (cont.)

Apparatus (cont.)

Vehicle/Equip	Issues/Problems/Plans
364	No issue
365	No issue
367	No issue
3617	No issue
3618	No issue
Haul Trailer	No issue
3c16	No issue
3c26	No issue

Capital Projects / Special Projects (S. Shuler)

NYS VFIRE Grant Project Status

S. Shuler led a brief discussion regarding status of the Grant Project, drawing attention to the blue painter’s tape outlines on the station floor that indicate current thoughts as to layout of bunkrooms, storage, etc. Meeting scheduled for Nov. 24th with Nichols Construction to review. R. Wilsey inquired about status of ‘*non-monetary contractual obligations*’ paperwork review by Counsel Fletcher – then indicated he’d resend it.

Buildings and Grounds (S. Shuler)

Roof Replacement and Solar System Installation

Steve started a lengthy discussion with regards to ongoing discussions regarding an initial proposal from Energyware to install a solar panel system on the roof of the station in conjunction with a roof replacement effort that the company would apply a significant discount to.

Multiple questions with respect to dates of acceptance required for the proposal and due diligence in vendor evaluation were explored. The project cost as currently understood would require a permissive referendum to spend up to \$ 400K. An urgency of needing to commit prior to the end of 2025 was stressed by Steve – adding that the approximately 30% cost reduction (due to governmental rebates/credits that expire end of



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2025) which result in a net cost of about \$ 263K. To accomplish this, the permissive referendum and notice of bids/RFP need to be issued immediately (as the referendum has a 30-day evaluative period).

OPERATIONAL COMMITTEE REPORTS (cont.)

Buildings and Grounds (cont.)

Roof Replacement and Solar System Installation (cont.)

Counsel Fletcher express concerns/issue in several areas: short time frame for general due diligence, short time frame limiting competitive RFP discovery, staying within the notification/referendum legal time constraints, working with out-of-state vendor with respect to legal recourse if there are problems. He also expressed concerns regarding the myriad of significant projects already ongoing (VFIRE Bunk Rooms and new Members Building) and the resources/distractions that result.

Questions regarding source of funding (using existing capital reserves, or using them as collateral, issuing a bond) were raised and discussed. S. Shuler made the point that the solar installation is projected to save the District about \$ 10K worth of electric on an annual basis resulting in an approximate seven to eight year payback.

R. Wilsey questioned the content of the RFP (suggesting Counsel Fletcher review it). Ryan made several suggestions and observations of errors in the initial draft presented. Shuler expressed that it's still a work in progress.

D. Considine express reservations about the haste and compression of time frame didn't feel appropriate.

Treasurer Baumer asked probing questions with respect to savings that could be realized by looking at an alternative path (e.g. using asphalt shingles and solar in the field sometime later) that could ultimately be less expensive.

There was discussion about having to hold a special meeting on Dec. 19th to review bids/RFP's and vote to award a proposal. [*Editor's Note: Date would have to be Dec. 20th to satisfy the 30 day referendum period.]*

At the end of discussion, S. Shuler motioned that the District move forward with a Permissive Referendum for a maximum \$400,000 expenditure toward the installation of a new metal roof and 62.1 KW Solar Photovoltaic system. This would be in concert with the publication of a notice requesting RFP from possible vendors looking to supply said roof & system. The motion was seconded by J. Shipe. The motion passed by majority consent: 3-2-0 [Shuler, Shipe, Joint as 'Yay', Wilsey and Considine as 'Nay']. See **Appendices D, E & F** for the current RFP draft, Permissive Referendum, and Notice for Bid documents.

Personnel & Leadership (D. Considine)

District Administrator's Report

S. Shuler motioned that the District Administrator's report (see **Appendix C**) be approved. This was seconded by J. Shipe and passed by unanimous consent: 5-0-0



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OPERATIONAL COMMITTEE REPORTS (cont.)

Leadership :

Nothing to report from D. Considine.

IAFC Symposium In The Sun Conference (Nov 12-16)

R. Wilsey gave a summary of the recent conference that the majority of the commissioner's attended, along with Lieutenant Francesco. Ryan indicated lots of good classes from a District management point of view.

G. Francesco indicated that from an operational viewpoint, FDIC in Indianapolis is a better investment of time than the Florida conference. Greg noted that he's preparing a 30 min. presentation to give at his job at the Bath Veterans Administration and based on prompting by Ryan, would get the Teams link to share with the Board.

D. Joint expressed that he felt he learned some new things, and that it provided an opportunity to develop relationships with other Board members.

November Department Meeting (Nov 3)

D. Joint and Chief Tschiderer traded opinions / observations of an exchange between the Chief and S. Shuler at the meeting with respect to the VFire Grant project.

Information/Technology (R. Wilsey)

Ryan report that investigation into some new hardware solutions is ongoing.

OLD BUSINESS : None

NEW BUSINESS : None

PUBLIC COMMENT :

G. Francesco observed he felt the District should consider hiring an MTO (Municipal Training Officer), or as a minimum alternative - hire a firefighter.

MEETING ADJOURNMENT

At 20:03 R. Wilsey motioned to adjourn the meeting. This was seconded by S. Shuler and passed by unanimous consent: 5-0-0.

Minutes Respectfully Submitted by

Tom Sellman,
District Secretary,
Mendon Fire District



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APPENDIX A: Chief's Report



MENDON FIRE DISTRICT
 101 MENDON-IONIA RD
 MENDON, NY 14506
 www.mendonfd.org

November 2025 report:

229- Calls YTD (20 since last mtg)

Calls of significance since the last meeting: 10/31/25- 22 Seconds E/R for two pieces!

The lack of qualified responders is a significant FF safety issue, as we need a team to respond effectively and efficiently.

2025	AVG YTD Enroute:	AVG YTD On scene
364	8:50 (-0:01)	12:33 (-0:03)
365	8:24 (+0:04)	12:54 (-0:30)
367	8:49 (-0:03)	12:47 (-0:07)
3617	8:33 (-0:03)	14:23 (6 data pts)

Average travel: 2.70 miles @ avg of 45 MPH - 3.36 Minutes of travel

NFPA station turn-out time is 90 seconds for a Fire call

In-house response time would be an average of 3:36+1:30= **5:06 or 7:44 faster (12:50 AVG)**

YTD avg attendance (on apparatus) (TOTAL MFD response : interior, exterior, fire police, etc.): 5.38 - decrease of 04

NFPA 1720: VOLUNTEER response standard: 6 qualified (**Interior**) arrive within 14 minutes, 80% of the time

'Damage'- EV Blanket

FFs on medical leave (NONLOSAP)-

- K Junge, D Considine, L Marchese, J Fischel

New business:

- PO's
 - ICS Passports
 - Radio straps (5)
- Training Officer
- Hosting 3 BLOA Dec meeting 12/17/25 – alcohol permission
- Mutual aid member "form letter"

Old business:

- Performance stds / functional job descriptions - Interior, exterior, Driver, Fire Police, EMT-B, etc.
 - There will be two annual evaluations this year.
- 367 replacement - truck (@ MFD wash bay) and cap have been ordered
 - New hitch is in, training ongoing
- DECON Seats : (Reburb, fund)
- 3' replacement (DA doing research)
- Bunk room- survey results (21 valid responses)
 - #1 Shared workspace/office area (AVG rank: 3.48)
 - #2 A full bathroom located near (same floor) as the bunkrooms (AVG rank: 3.52)
 - #3 Individual bunk room (nonshared space w/ lockable door) (AVG rank: 3.67)
 - #4 Additional storage spaces/locations (AVG rank: 4.00)
 - #5 Individual bunk room with workspace/office (AVG rank: 4.14)
 - #6 Shared (open bay style) bunk room (AVG rank: 4.52)
 - #7 Individual workspace/office (AVG rank: 4.67)
- EV items: Blanket (needs repair), safety plug (@ MFD, training coming up)
- TL-9 plate - training upcoming
- Staffing- In-house duty shifts, per diem, career, consolidation; we need to address this growing safety concern



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APPENDIX B: Treasurer's Voucher List

November 2025 Meeting

Payee	Amount
Air-Care Inc.	\$810.00
All Seasons Window Cleaning	\$135.00
AUTOWORKS OF MENDON	\$864.25
Capital One Trade Credit (Welders)	\$46.66
Davis Ulmer Sprinkler	\$648.00
Dival Safety	\$2,648.70
Everon FKA ADT Commercial	\$358.67
EWING LETTERING AND GRAPHICS	\$1,412.79
Healthworks	\$886.50
Heiman Fire Equipment	\$783.86
Honeoye Falls NAPA	\$27.42
Interstate Battery System of Rochester	\$1,507.09
Lono Mechanical	\$586.54
Mike Moreland's Lawn & Landscape	\$810.00
Morgan Rubbish Removal	\$58.30
OIL FILTER SERVICE	\$1,228.29
Sentinel Publications	\$26.25
Strong Memorial Hospital	\$212.86
Town of Mendon	\$414.20
Village of Honeoye Falls	\$75.00

Credit Card	Amount
First Bank Card - Dan Considine	95.03
First Bankcard- John Shipe	119.98
First Bankcard- Ryan Wilsey	1,108.10
First Bankcard - Dale Sweet	3,804.87
First Bankcard - Steve Shuler	586.00
AUTOPAY BILLS	
ATT Mobility	\$267.61
ATT Mobility	\$149.60
Spectrum	\$149.99
Toshiba Financial Services	\$246.27
Benecare (November)	\$3,349.10
Monroe County Water Authority	\$169.64

TOTAL BILLS
23,586.57

Bank Balances as of 10/20/2025	Balance
CNB #5415 (checking)	\$216,587.85
CNB #5417 (savings)	\$301.79
CNB #4317 (Building Repair)	\$85,155.23
CNB #0817 (Capital)	\$29,634.00
Municipal CD (Checking)	\$0.00
Municipal CD (Capital)	\$656,842.88

Convergent \$ 301.52
Iconic elements \$ 8728-

 Steve Shuler

 Dan Considine

 John Shipe

 Ryan Wilsey

 Richard Joint



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APPENDIX C: District Administrator Report (part 1 of 3)

To: Dan Considine
From: Dale E. Sweet

November 20th, 2025

Physicals: Some more firefighters have gotten their physicals completed since your last meeting and the files have been updated, letters for those who need their physicals will be going out soon.

Personnel: Nothing new.

Apparatus:

- **E-364** is running ok. The "auto primer" is going to be looked by Har-Rob when they perform the annual maintenance. The six (6) truck batteries were replaced by Dale on 11/12. The onboard electric air compressor was re-piped after an air leak was found on 11/5 by Dale. A new gauge for the deck gun is on order as it was reported leaking after training. It was broken and replaced with a pipe plug until the new gauge arrives. The Chief was notified that the deck gun should only be used when mounted to the truck until the gauge is replaced. Dale drained the front suction intake and turned on the heater valves for the cab and pump house areas for the winter months.
- **E-365** is running ok. One of the scene cab lights (officer's side) was not always lighting, Dale adjusted the door switch for the light, and it works now. Dale also replaced three (3) ground lights on the truck that were burnt out. Two (2) new officers' side pump panel lights are on order to replace the current lights that were corroded and not working properly (10/28). They will be installed as soon as they arrive. I am still waiting for a price for the rear netting, and the hose bed tarps (2) for the preconnected handlines. Also, the two (2) heat shields for the pump heating system enclosure that were damaged during the flooding have been dropped off at the town highway department for repairs (Dale has a call into the mechanic for an update). Dale drained the front suction intake and turned on the heater valves for the cab and the pump house areas for the winter months.
- **TA-3617** is running ok.
- **367** is running o.k. Dale replaced the truck battery on 11/13.
- Jerome Fire Equipment (Troy): FF Shipe's Viking coat was sent back on 6/16 to have the sleeves lengthened; it finally returned on 11/5.
- Generator #2 is at Saxby's for maintenance.
- Har-Rob is tentatively scheduled to be here the week of December 8th to perform the annual truck maintenance.
- Filters for the truck maintenance were ordered and received from Oil Filter Service on 11/10.



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APPENDIX C: District Administrator Report (part 2 of 3)

Purchase Requests:

- 25-09B: Iconic X Truck Pack is completed. We will have to pay for it in the next few days to ship.
- 25-11: PPE for FF Buchanan & FF Martin arrived on 11/19. **Completed**
- 25-14: Protective Hoods were all received and are in the cage. **Completed**
- 25-17: Viking Gear for FF Oppelt = needs to be measured.
- 25-18: NFA Incident Safety Officers Class for Asst. Chief Friedlander should have happened already.
- 25-19: Bosch Sawzall blades = \$19.99
- 25-22: 1.5" Smoothbore TFT Nozzles (3), 1.5" Mid Force low pressure TFT Nozzle (1) = on order.
- 25-23: Striping/Lettering for the new 367 = \$1412.79 **Completed**

New Purchase Requests Received:

- 25-25: Seat covers for decontamination/cancer prevention = \$15,286.19 + shipping
Referendum not to exceed \$16,500.00 and it is "sole source". Zip Clean by H.O. Bostrom Co., Inc.
- 25-26: Radio Strap Kits (5) = \$750.00
- 25-27: ICS Passport Helmet Shields = \$479.60

New 367:

- The graphics were done by Ewing Graphics on 10/29 (Request 25-23).
- The Iconic X Truck Pack is completed at the factory. We will need to pay the balance owed before it can ship.
- Commissioner Joint and Dale met with a vendor about light packages on 11/11. Once the truck pack arrives, we will have a better idea of what can be mounted to it and where.
- Commissioner Joint and I are going to try and meet with an installer for the truck pack tomorrow for an estimate.

Building & Grounds:

- The boiler system was repaired on 10/22 by LONO Mechanical (replaced circuit board).
- The boiler inspection is scheduled for 12/9 with Hartford Boiler Ins. Co.
- The Fire Alarm System was tested/inspected by Johnson Controls on 11/12. During the inspection they said it was time to replace the batteries in the panel; Dale purchased and installed the new batteries on 11/13.
- Snowplowing quotes were done by Commissioner Shuler and Dale.
- The Town of Mendon did their building inspection on 10/30, and everything is in good order.



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APPENDIX C: District Administrator Report (part 3 of 3)

- The truck room toilet (10/28) and the men's room toilet (11/10) were repaired by Dale.
- Dale came in on election day (11/4) at 4:30 am to let the poll workers in and help make sure they got set-up.
- New batteries were purchased and installed in the large UPS in the mechanical room and the UPS for the base radio. These were installed by Dale on 11/13.
- The windows were cleaned per the contract on 11/3.
- The new pressure-washer was received by the fire department, and the installation was started on 10/30 by the vendor. Dale assisted Larry Kaplan with the electrical end on the installation. The vendor is supposed to come back and do training with the members.

Grant (V-Grant): Commissioner Shuler will have an update. Dale did the quarterly report on 10/23. There is blue tape on the floors and walls on the first floor that show the outline of some wall changes and proposed rooms to better use the space.

Dry Hydrant Testing:

The dry hydrant on West Bloomfield Road will need to be retested in the future, still waiting for a date.

Insurance: The Cancer Insurance should be renewed next month. Dale has started to put together the information for the cancer report forms for New York State.

Thank you,

Dale



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APPENDIX D: Roof Replacement & Solar Panel RFP (part 1 of 3)

Request for Proposals (RFP)

Standing Seam Metal Roof Replacement and 61.20 kW DC Solar PV System Installation

Mendon Fire District
101 Mendon-Ionia Rd, Mendon, NY 14506

Issue Date: November 23, 2025

Proposal Due Date: December 18, 2025

1. Introduction

The Mendon Fire District is soliciting sealed proposals from qualified contractors for the complete removal and replacement of the existing roof system with a new standing seam metal roof, along with the design and installation of a 61.20 kW DC solar photovoltaic (PV) system. All work shall comply with federal, state, and local regulations, including New York State prevailing wage requirements.

2. Project Location

Mendon Fire District
101 Mendon-Ionia Rd
Mendon, NY 14506

3. Scope of Work

3.1 Solar PV System Scope of Work

- • Develop, design, construct, install, permit, test, and commission a 61.20 kW DC commercial rooftop solar PV system.
- • Assist in Safe Harboring materials to maximize ITC benefits.
- • Provide documentation upon project completion to support ITC recovery.
- • Provide stamped electrical and structural engineering drawings.
- • Furnish and install all PV equipment including modules, inverters, wiring, racking, and balance-of-system components.
- • Solar Modules: Tier-1, UL-listed, minimum 25-year performance warranty and 12-year product warranty.
- • Inverters: UL-listed, minimum 10-year warranty (extended preferred).
- • Coordinate all interconnection approvals, fees, inspections, and testing with the utility.
- • Provide a web-based monitoring system with real-time and historical data access.
- • Use non-penetrating clamp-on racking compatible with standing seam roofing where possible.
- • Provide all commissioning, testing, and as-built documentation.



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APPENDIX D: Roof Replacement & Solar Panel RFP (part 2 of 3)

3.2 Roofing Scope of Work

- Pull all permits and complete all code-required inspections.
- Remove and dispose of existing metal roofing.
- Install new 26-gauge standing seam metal roof with all required accessories.

Standing Seam Metal Roof System

- Install 26-gauge 1.5" mechanical lock standing seam panels.
- Install Titanium PSU30 High-Temp Ice & Water Shield over the entire roof.
- Provide and install all required pipe boots.
- Install Snap Z Ridge Vent for full attic/roof ventilation.
- Provide all necessary accessories: screws, parapet covers, style D, clips, wall flashing, valley metal, mastic tape, caulking, etc.
- Provide 30-year Kynar 500 (or equivalent) finish warranty. Color to be selected by District.
- Ensure compatibility with solar mounting hardware; use non-penetrating clamps where possible.

4. Contractor Requirements

- Compliance with New York State prevailing wage laws.
- Licensed and insured for roofing and solar installation work in New York State.
- Demonstrated experience with standing seam roofing and commercial solar PV installations.
- Provide three references for similar projects completed in the past five years.

5. Proposal Requirements

- Company profile and qualifications.
- Detailed project execution approach.
- Proposed schedule including start and completion dates.
- Detailed cost breakdown for roofing and solar scopes.
- List of subcontractors (if any).
- Proof of insurance and certifications.
- Warranty documentation for roofing and solar system components.

6. Submission Instructions

Sealed proposals must be received no later than December 18, 2025.

All proposals and inquiries shall be directed to:

Dale Sweet

District Administrator

Email: districtadmin@mendonfd.org

Late submissions will not be accepted.



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APPENDIX D: Roof Replacement & Solar Panel RFP (part 3 of 3)

7. Evaluation Criteria

- Compliance with RFP requirements.
- Contractor qualifications and relevant experience.
- Cost competitiveness and overall value.
- Project schedule and methodology.
- Warranty strength and long-term maintenance considerations.

8. Terms and Conditions

- The Mendon Fire District reserves the right to accept or reject any or all proposals.
- The District may request additional information or clarification.
- Contract award is contingent upon District approval and available funding.



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APPENDIX E: Permissive Referendum Roof Replacement & Solar Panel

PUBLIC NOTICE
MENDON FIRE DISTRICT
THE TOWN OF MENDON, MONROE COUNTY,
NEW YORK

Notice is hereby given that the Commissioners of the MENDON FIRE DISTRICT, at a regular meeting held on November 20, 2025, duly adopted, subject to a permissive referendum, a resolution, an abstract of which is as follows:

RESOLUTION AUTHORIZING THE DISTRICT TO (1) INSTALL A NEW METAL ROOF ON THE FIREHOUSE BUILDING; AND (2) PURCHASE AND INSTALL A 62.1 KW SOLAR PHOTOVOLTAIC SYSTEM, TOGETHER WITH ALL RELATED AND INCIDENTAL EXPENSES.

THE MAXIMUM ESTIMATED COST OF THE PROJECT IS \$400,000, TO BE FINANCED FROM THE DISTRICT'S CAPITAL RESERVE FUND(S) AND/OR THROUGH BORROWING AGAINST SUCH RESERVE FUNDS, AS DETERMINED TO BE FISCALLY EFFICIENT AND PERMITTED UNDER APPLICABLE LAW.

This resolution shall be subject to a permissive referendum as permitted by law.

BY ORDER OF THE MENDON FIRE DISTRICT BOARD OF COMMISSIONERS BEING THE GOVERNING BODY OF THE MENDON FIRE DISTRICT, TOWN OF MENDON, MONROE COUNTY, NEW YORK.

Dated: November 20, 2025 _____

R. Thomas Sellman, Secretary
Mendon Fire District



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Board of Commissioner
District Meeting Minutes (Approved)
November 20th, 2025



APPENDIX F: Legal Notice for Roof & Solar Project Bid/RFP Request

Legal Notice

REQUEST FOR BIDS

Notice is hereby given that pursuant to a resolution of the Board of Fire Commissioners of the Mendon Fire District, located at 101 Mendon-Ionia Road; Mendon, New York 14506, the District is seeking sealed bids for: a **Standing Seam Metal Roof Replacement and 62.1 kW DC Solar PV System Installation.**

Arrangements to obtain the RFP package and specifications may be made by either (a) calling the Mendon Fire District at (585)-624-1738 Monday thru Friday between the hours of 8:00 AM to 3:30 PM or, (b) direct a request to the District Administrator at email: districtadmin@mendonfd.org.

Sealed Bids need to be returned to the Mendon Fire District no later than **December 18, 2025**. The bids will be publically opened at a TBD scheduled meeting of the Mendon Fire District Board of Commissioners (no earlier than December 20th, 2025).

The Mendon Fire District reserves the right to reject any or all bids offered.

By order of the Mendon Fire District

Dated: November 21, 2025

R. Thomas Sellman
Secretary
Mendon Fire District



MENDON FIRE DISTRICT
Board of Commissioner
District Meeting Minutes (Approved)
November 20th, 2025



APPENDIX G: Permissive Referendum DCON Seats

PUBLIC NOTICE
MENDON FIRE DISTRICT
THE TOWN OF MENDON, MONROE COUNTY,
NEW YORK

Notice is hereby given that the Commissioners of the MENDON FIRE DISTRICT, at a regular meeting held on November 20, 2025, duly adopted, subject to a permissive referendum, a resolution, an abstract of which is as follows:

RESOLUTION AUTHORIZING THE EXPENDITURE OF NOT TO EXCEED \$ 16,500.00 TO PURCHASE FROM SOLE SOURCE "ZIP CLEAN BY H.O. BOSTROM CO." SEATS/COVERS FOR FIRE ENGINE'S 364 AND 365. THE AMOUNT INCLUDES THE ITEMS AND THEIR EXPORT FEE AND ANTICIPATED FREIGHT.

THE EQUIPMENT UNDER CONSIDERATION SHALL PROVIDE A MECHANISM FOR EASIER DECONTAMINATION POST-INCIDENT, THEREFORE AIDING IN CANCER PREVENTION.

FUNDING TO BE PROVIDED BY A TRANSFER OF NOT TO EXCEED \$16,500.00 FROM THE TRUCK REFURBISHMENT ACCOUNT TO THE GENERAL CHECKING ACCOUNT.

This resolution shall be subject to a permissive referendum as permitted by law.

BY ORDER OF THE MENDON FIRE DISTRICT BOARD OF COMMISSIONERS BEING THE GOVERNING BODY OF THE MENDON FIRE DISTRICT, TOWN OF MENDON, MONROE COUNTY, NEW YORK.

Dated: November 20, 2025

R. Thomas Sellman, Secretary
Mendon Fire District