

REORGANIZATIONAL MEETING MINUTES - DRAFT

EAST CLINTON FIRE DISTRICT

JANUARY 10, 2024

ATTENDEES:

Commissioners:

Stephen Forschler, Thomas Bonanno, Russell Tompkins, Howard Shapiro, Kevin Fierro
Treasurer: Robert Simon
Secretary: Karen Buechele
Accountant: James Passikoff

ABSENT: Roderick MacLeod, Attorney

Swearing In / Oaths of Office: The Secretary administered the Oath of Office to Commissioner Thomas Bonanno and will file the Oath of Office with the Town Clerk.

Upon Motion made and seconded, the following resolution was approved: be it resolved to nominate Robert Simon as Temporary Chair of the Fire District.

Motion: Commissioner Forschler

Second: Commissioner Tompkins

Poll of Commissioners:

Stephen Forschler Aye
Howard Shapiro Aye
Russell Tompkins Aye
Thomas Bonanno Aye
Kevin Fierro Aye
Motion carried 5-0

Robert Simon called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

Upon Motion made and seconded, the following resolution was approved: be it resolved to nominate Stephen Forschler as the 2024 Chairman of the Fire District.

Motion: Commissioner Fierro

Second: Commissioner Shapiro

Poll of Commissioners:

Thomas Bonanno Aye
Stephen Forschler Aye
Howard Shapiro Aye
Russell Tompkins Aye
Kevin Fierro Aye
Motion carried 5-0

Upon Motion made and seconded, the following resolution was approved: be it resolved to nominate Russell Tompkins as the 2024 Vice-Chairman of the Fire District.

Motion: Chairman Fierro

Second: Commissioner Shapiro

Poll of Commissioners:

Thomas Bonanno Aye

Howard Shapiro Aye

Russell Tompkins Aye

Kevin Fierro Aye

Stephen Forschler Aye

Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to nominate Karen Buechele as the 2024 secretary.

Motion: Commissioner Tompkins

Second: Commissioner Fierro

Poll of Commissioners:

Thomas Bonanno Aye

Howard Shapiro Aye

Russell Tompkins Aye

Kevin Fierro Aye

Stephen Forschler Aye

Motion carried 5-0.

Upon motion made and seconded, the following resolution was approved: be it resolved that the Secretary shall be paid a salary of \$24,255 for the year 2024 as per the 2024 budget.

Motion: Chairman Forschler

Second: Commissioner Tompkins

Poll of Commissioners:

Thomas Bonanno Aye

Howard Shapiro Aye

Russell Tompkins Aye

Kevin Fierro Aye

Stephen Forschler Aye

Motion carried 5-0.

Upon motion made and seconded, the following resolution was approved: be it resolved to appoint Roderick J. MacLeod as the attorney for the Fire District for 2024. Mr. MacLeod charges the district roughly a couple of thousand dollars a year with no retainer. This is a considerable savings from the previous attorney and Mr. MacLeod is local.

Motion: Chairman Forschler

Second: Commissioner Shapiro

Poll of Commissioners:

Kevin Fierro Aye

Russell Tompkins Aye

Howard Shapiro Aye

Thomas Bonanno Aye

Stephen Forschler Aye

Motion carried 5-0.

Upon motion made and seconded, the following resolution was approved: be it resolved to designate the Northern Dutchess News as the official newspaper of the District for 2024. There have been no objections raised by the public as to the use of this newspaper.

Motion: Chairman Forschler

Second: Commissioner Bonanno

Poll of Commissioners:

Kevin Fierro Aye

Russell Tompkins Aye

Howard Shapiro Aye

Thomas Bonanno Aye

Stephen Forschler Aye

Motion carried 5-0.

Upon motion made and seconded, the following resolution was approved: be it resolved to utilize the Bank of Millbrook as the official bank for the District. Chairman Forschler said it is one of the few institutions in the area that will collateralize deposits in excess of the federal government's guaranteed amount which is a state requirement.

Motion: Chairman Forschler

Second: Commissioner Tompkins

Poll of Commissioners:

Kevin Fierro Aye

Russell Tompkins Aye

Howard Shapiro Aye

Thomas Bonanno Aye

Stephen Forschler Aye

Motion carried 5-0.

Upon motion made and seconded, the following resolution was approved: be it resolved to designate with authority Commissioner Forschler to audit the checks and financial records of the Fire District.

Motion: Commissioner Forschler

Second: Commissioner Tompkins

Poll of Commissioners:

Thomas Bonanno Aye

Howard Shapiro Aye

Russell Tompkins Aye

Kevin Fierro Aye

Stephen Forschler Aye

Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to designate with authority to sign checks Commissioners Fierro and Bonanno to compliment Robert Simon, Treasurer.

Motion: Chairman Forschler

Second: Commissioner Shapiro

Poll of Commissioners:

Kevin Fierro Aye
 Russell Tompkins Aye
 Howard Shapiro Aye
 Thomas Bonanno Aye
 Stephen Forschler Aye
 Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to set the Commissioners Board Meeting dates for 2024 at the following dates, time and places: The Wednesday following the second Monday of each month at 7:00 PM, at the East Clinton Fire Station.

January	10	August	14
February	14	September	11
March	13	October	16
April	10	October	15 – Budget Hearing
May	15	November	13
June	12	December	10- Election
July	10	December	11

Motion: Chairman Forschler

Second: Commissioner Tompkins

Poll of Commissioners:

Thomas Bonanno Aye
 Howard Shapiro Aye
 Russell Tompkins Aye
 Kevin Fierro Aye
 Stephen Forschler Aye
 Motion carried 5-0.

Motion carried 5-0. The schedule will be posted on the District and Town's websites and District Facebook page.

Upon motion made and seconded, the following resolution was approved: be it resolved the board approve in continuance the Purchase and Procurement Policy and adhere to it for 2024.

Motion: Chairman Forschler

Second: Commissioner Tompkins

Poll of Commissioners:

Thomas Bonanno Aye
 Howard Shapiro Aye
 Russell Tompkins Aye
 Kevin Fierro Aye
 Stephen Forschler Aye
 Motion carried 5-0.

Upon motion made and seconded, the following resolution was approved: be it resolved the board approve the following driver trainers: Donald Estes, James Bathrick and James Ruffell Sr. shall be the appointed driver trainers for 2024.

Motion: Chairman Forschler

Second: Commissioner Fierro

Poll of Commissioners:

Kevin Fierro Aye
Russell Tompkins Aye
Howard Shapiro Aye
Thomas Bonanno Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to approve for officers as nominated by the Company: Donald Estes as Chief, James Bathrick as 1st Assistant Chief and Christopher Gammone as 2nd Assistant Chief.

Motion: Chairman Forschler

Second: Commissioner Fierro

Poll of Commissioners:

Kevin Fierro Aye
Russell Tompkins Aye
Howard Shapiro Aye
Thomas Bonanno Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to approve Memberships and Dues to the following associations:

- NYS Association of Fire Chiefs
- Association of Fire Districts – Dutchess County
- Fire Chiefs Council of Dutchess County
- FASNY - Fire Association of the State of New York
- EMS Council of Dutchess County

Motion: Chairman Forschler

Second: Commissioner Tompkins

Poll of Commissioners:

Thomas Bonanno Aye
Howard Shapiro Aye
Russell Tompkins Aye
Kevin Fierro Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to approve authorization for the Treasurer, working in conjunction with Mr. Passikoff, to submit the Annual 2023 Treasurer's report to the Comptroller's office by 2/28/24 (also known as AUD).

Motion: Chairman Forschler

Second: Commissioner Bonanno

Poll of Commissioners:

Kevin Fierro Aye
Russell Tompkins Aye
Howard Shapiro Aye
Thomas Bonanno Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was made: be it resolved to approve the renewal of the Treasurer's bonds with the District insurance company.

Motion: Chairman Forschler **Second:** Commissioner Fierro

Poll of Commissioners:

Kevin Fierro Aye
Russell Tompkins Aye
Howard Shapiro Aye
Thomas Bonanno Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to appoint the 2024 Committees as follows:

House Committee:	Commissioners Forschler, Fierro
Check Audit Committee:	Commissioners Tompkins, Shapiro, Forschler
Apparatus Committee:	Commissioners Bonanno, Forschler
Policy Committee:	Commissioners Tompkins, Forschler
Insurance Liaison:	Commissioner Forschler
Medical Liaison (TEK):	Commissioner Forschler
LOSAP Liaison:	Commissioner Shapiro
Safety Liaison:	Commissioner Forschler
Election:	Secretary Buechele
Website:	Treasurer Simon
Records Retention:	Commissioners Shapiro, Tompkins
Annual Dinner:	Commissioners Fierro and Shapiro
Audit Liaison	Commissioner Fierro

Motion: Chairman Forschler **Second:** Commissioner Fierro

Poll of Commissioners:

Thomas Bonanno Aye
Howard Shapiro Aye
Russell Tompkins Aye
Kevin Fierro Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to set the mileage rate for approved travel as the rate set by the Internal Revenue Service for 2024 and the travel allowances established by IRS Regulation 1542 to be \$0.67 per mile.

Motion: Chairman Forschler

Second: Commissioner Bonanno

Poll of Commissioners:

Kevin Fierro Aye

Russell Tompkins Aye

Howard Shapiro Aye

Thomas Bonanno Aye

Stephen Forschler Aye

Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved, any district vehicles used for district activities including classes or lectures on or off site, calls or alarms, drills or acts outside the district and other activities as approved by the board are to be covered under VFBL and that any active members participating in company activities including fundraisers and parades as approved by the district be covered under VFBL with the onus on the company and district chief coming to the Board of Commissioners meeting prior to the event for approval. Non-active members who participate in company activities would be covered under the district's general liability insurance.

Motion: Chairman Forschler

Second: Commissioner Tompkins

Poll of Commissioners:

Kevin Fierro Aye

Russell Tompkins Aye

Howard Shapiro Aye

Thomas Bonanno Aye

Stephen Forschler Aye

Motion carried 5-0.

Upon motion made and seconded, the following resolution was approved: be it resolved to approve the following calendar of activities submitted by the department noting that additional events planned by the department must be presented to the board prior to the event. Either VFBL or general liability insurance will be in place.

The January 13 bonfire; every Friday from February 16 to March 29 is the fish fry; the Easter egg hunt is March 30, the chicken BBQ is April 13, blood drives April 20 and October 19; corn hole tournaments are May 18 and July 20, community day is August 31, the lobster dinner is September 28, and the Santa run is December 14. Alcohol will be served at the corn hole tournaments, community day, and the lobster dinner. It is the responsibility of the company to get the insurance riders for the alcohol.

Motion: Chairman Forschler

Second: Commissioner Bonanno

Poll of Commissioners:

Russell Tompkins Aye

Howard Shapiro Aye

Thomas Bonanno Aye

Kevin Fierro Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon motion made and seconded, the following resolution was approved: be it resolved if any district vehicles will be taken out of the district for a company event, a company member must be at the Board of Commissioners meeting beforehand to obtain approval as recommended by the Chief of the District.

Motion: Chairman Forschler **Second:** Commissioner Fierro

Poll of Commissioners:

Kevin Fierro Aye
Russell Tompkins Aye
Howard Shapiro Aye
Thomas Bonanno Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to permit the treasurer to pay in advance of audit, the following: lights & utilities, postage & freight, bond payments, re-occurring salaries, phone charges, health insurance, liability and other insurance charges, and other regularly recurring submittals by vendors.

Motion: Chairman Forschler **Second:** Commissioner Bonanno

Poll of Commissioners:

Thomas Bonanno Aye
Howard Shapiro Aye
Russell Tompkins Aye
Kevin Fierro Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved that the Treasurer shall be paid a salary of \$14,595 for the 2024 year.

Motion: Chairman Forschler **Second:** Commissioner Shapiro

Poll of Commissioners:

Thomas Bonanno Aye
Howard Shapiro Aye
Russell Tompkins Aye
Kevin Fierro Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved that the authorized rescue squad captain and district chief are pre-approved to spend up to \$500.00 as they see fit to maintain supplies and other essential equipment without prior approval.

Motion: Chairman Forschler

Second: Commissioner Bonanno

Poll of Commissioners:

Kevin Fierro	Aye
Russell Tompkins	Aye
Howard Shapiro	Aye
Thomas Bonanno	Aye
Stephen Forschler	Aye

Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved that the Board appoint Karen Buechele as LOSAP records keeper for the District for the year 2024 at a rate of \$25.00 per hour to be paid once annually in December.

Motion: Chairman Forschler

Second: Commissioner Tompkins

Poll of Commissioners:

Thomas Bonanno	Aye
Howard Shapiro	Aye
Russell Tompkins	Aye
Kevin Fierro	Aye
Stephen Forschler	Aye

Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved that the Board appoint Jim Passikoff of Passikoff and Scott, Certified Public Accountants, for the year 2024 at a rate of \$1883.00 per month.

Motion: Chairman Forschler

Second: Commissioner Fierro

Poll of Commissioners:

Thomas Bonanno	Aye
Kevin Fierro	Aye
Russell Tompkins	Aye
Howard Shapiro	Aye
Stephen Forschler	Aye

Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to appoint Eliot Werner as the civilian representative to the Facilities Committee.

Motion: Chairman Forschler

Second: Commissioner Shapiro

After board discussion, it was agreed to withdraw the motion since Eliot Werner was not in attendance at the meeting.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to appoint the current cleaner at the rate of \$4,200 a year for 2024.

Motion: Chairman Forschler

Second: Commissioner Tompkins

Poll of Commissioners:

Thomas Bonanno Aye

Howard Shapiro Aye

Russell Tompkins Aye

Kevin Fierro Aye

Stephen Forschler Aye

Motion carried 5-0.

A motion was made and seconded to adjourn the Reorganization Meeting at 7:32 p.m. with the regular meeting to immediately follow.

Motion: Commissioner Shapiro

Second: Commissioner Tompkins

Poll of Commissioners:

Kevin Fierro Aye

Russell Tompkins Aye

Howard Shapiro Aye

Thomas Bonanno Aye

Stephen Forschler Aye

Motion carried 5-0.

Respectfully submitted,

Karen Buechele, Secretary
East Clinton Fire District