

**REORGANIZATIONAL MEETING MINUTES - FINAL**  
**EAST CLINTON FIRE DISTRICT**  
**JANUARY 12, 2022**

**ATTENDEES:**

Commissioners:

Stephen Forschler, Michael DiGiacomio, Russell Tompkins, Howard Shapiro

Absent: Michael DiGiacomio .

Treasurer: Robert Simon

Secretary: Karen Buechele

**ABSENT:**

Commissioner: Michael DiGiacomio

Attorney: Roderick MacLeod

Accountant: James Passikoff

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 Fierro

**Second:** Commissioner Tompkins

**Poll of Commissioners:**

Russell Tompkins           Aye

Kevin Fierro                Aye

Stephen Forschler         Aye

Motion carried 3-0.

Robert Simon called the meeting to order at 7:02 p.m.

The secretary administered the Oath of Office for Commissioner to Howard Shapiro, who signed the Oath. The secretary 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 Stephen Forschler as the 2022 Chairman of the Fire District.

**Motion:** Commissioner Tompkins

**Second:** Commissioner Fierro

**Poll of Commissioners:**

Kevin Fierro                Aye

Howard Shapiro            Aye

Russell Tompkins         Aye

Stephen Forschler         Aye

Motion carried 4-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to nominate Russell Tompkins as the 2022 Vice-Chairman of the Fire District.

**Motion:** Chairman Forschler

**Second:** Commissioner Fierro

**Poll of Commissioners:**

Kevin Fierro                   Aye  
Howard Shapiro               Aye  
Russell Tompkins             Aye  
Stephen Forschler            Aye  
Motion carried 4-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to nominate Karen Buechele as the 2022 secretary.

**Motion:** Chairman Forschler               **Second:** Commissioner Tompkins

**Poll of Commissioners:**

Russell Tompkins             Aye  
Howard Shapiro               Aye  
Kevin Fierro                   Aye  
Stephen Forschler             Aye  
Motion carried 4-0.

Upon motion made and seconded, the following resolution was approved: be it resolved that the Secretary shall be paid a salary of \$22,000 for the year 2022 as per the 2022 budget.

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

**Poll of Commissioners:**

Kevin Fierro                   Aye  
Howard Shapiro               Aye  
Russell Tompkins             Aye  
Stephen Forschler             Aye  
Motion carried 4-0.

Upon motion made and seconded for discussion, the following resolution was approved: be it resolved to appoint Roderick J. MacLeod of Mackey, Butts & Wise LLP as the attorney for the Fire District for 2022. Mr. MacLeod charges the district roughly \$5,000 a year with no retainer. It's always been done this way. This is a considerable savings from the previous attorney and Mr. MacLeod is local.

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

**Poll of Commissioners:**

Russell Tompkins             Aye  
Howard Shapiro               Aye  
Kevin Fierro                   Aye  
Stephen Forschler             Aye  
Motion carried 4-0.

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 2022. There have been no objections raised by the public as to the use of this newspaper.

**Motion:** Chairman Forschler

**Second:** Commissioner Tompkins

**Poll of Commissioners:**

Howard Shapiro                   Aye  
Kevin Fierro                      Aye  
Russell Tompkins                Aye  
Stephen Forschler                Aye  
Motion carried 4-0.

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 Fierro

**Poll of Commissioners:**

Russell Tompkins                Aye  
Howard Shapiro                  Aye  
Kevin Fierro                      Aye  
Stephen Forschler                Aye  
Motion carried 4-0.

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 Fierro

**Poll of Commissioners:**

Howard Shapiro                   Aye  
Kevin Fierro                      Aye  
Russell Tompkins                Aye  
Stephen Forschler                Aye  
Motion carried 4-0.

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

**Motion:** Chairman Forschler

**Second:** Commissioner Tompkins

**Poll of Commissioners:**

Russell Tompkins                Aye  
Howard Shapiro                  Aye  
Kevin Fierro                      Aye  
Stephen Forschler                Aye  
Motion carried 4-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to set the Commissioners Board Meeting dates for 2022 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 or via Zoom or alternate site deemed necessary due to Covid.

January	12	August	10
February	16	September	14
March	16	October	12
April	13	October	18 – Budget Hearing
May	11	November	16
June	15	December	13- Election
July	13	December	14

**Motion:** Chairman Forschler

**Second:** Commissioner Fierro

**Poll of Commissioners:**

Russell Tompkins           Aye  
Howard Shapiro            Aye  
Kevin Fierro                Aye  
Stephen Forschler         Aye  
Motion carried 4-0.

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 2022.

**Motion:** Chairman Forschler

**Second:** Commissioner Tompkins

**Poll of Commissioners:**

Kevin Fierro                Aye  
Russell Tompkins         Aye  
Howard Shapiro            Abstain  
Stephen Forschler         Aye  
Motion carried 3-0-1.

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 Kevin Russell shall be the appointed driver trainers for 2022.

**Motion:** Chairman Forschler

**Second:** Commissioner Fierro

**Poll of Commissioners:**

Howard Shapiro            Aye  
Russell Tompkins         Aye  
Kevin Fierro                Aye  
Stephen Forschler         Aye  
Motion carried 4-0.

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

**Motion:** Chairman Forschler                      **Second:** Commissioner Tompkins

**Poll of Commissioners:**

Russell Tompkins                      Aye  
Kevin Fierro                              Aye  
Howard Shapiro                        Aye  
Stephen Forschler                      Aye  
Motion carried 4-0.

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 2021 Treasurer's report to the Comptroller's office by 2/28/22 (also known as AUD).

**Motion:** Chairman Forschler                      **Second:** Commissioner Tompkins

**Poll of Commissioners:**

Kevin Fierro                              Aye  
Howard Shapiro                        Aye  
Russell Tompkins                      Aye  
Stephen Forschler                      Aye  
Motion carried 4-0.

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 Tompkins

Commissioner Shapiro asked about the amount of the bond. Mr. Simon will send out an email with amount and cost of the bond prior to the February meeting.

**Poll of Commissioners:**

Kevin Fierro                              Aye  
Howard Shapiro                        Aye  
Russell Tompkins                      Aye  
Stephen Forschler                      Aye  
Motion carried 4-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to appoint the 2022 Committees as follows:

House Committee:	Commissioners Forschler, Fierro
Check Audit Committee:	Commissioners Tompkins, Shapiro, Forschler
Apparatus Committee:	Commissioners DiGiacomio, 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 Forschler, DiGiacomio
Audit Liaison	Commissioner Fierro

**Motion:** Chairman Forschler                      **Second:** Commissioner Tompkins

**Poll of Commissioners:**

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

Motion carried 4-0.

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 2022 and the travel allowances established by IRS Regulation 1542. 0.58.5

**Motion:** Chairman Forschler                      **Second:** Commissioner Tompkins

**Poll of Commissioners:**

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

Motion carried 4-0.

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 Fierro

Mr. Olson presented the planned calendar of activities to the board. All fundraisers are take out until Covid restrictions are lifted. If any other activities are added, Mr. Olson will seek approval at a board meeting prior to the planned event.

**Poll of Commissioners:**

Kevin Fierro                      Aye  
Howard Shapiro                 Aye  
Russell Tompkins               Aye  
Stephen Forschler               Aye  
Motion carried 4-0.

Upon motion made, 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 Tompkins

**Poll of Commissioners:**

Kevin Fierro                      Aye  
Howard Shapiro                 Aye  
Russell Tompkins               Aye  
Stephen Forschler               Aye  
Motion carried 4-0.

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 Tompkins

**Poll of Commissioners:**

Howard Shapiro                 Aye  
Kevin Fierro                      Aye  
Russell Tompkins               Aye  
Stephen Forschler               Aye  
Motion carried 4-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved that the Treasurer shall be paid a salary of \$13,200 for the 2022 year.

**Motion:** Chairman Forschler                      **Second:** Commissioner Tompkins

**Poll of Commissioners:**

Russell Tompkins               Aye  
Howard Shapiro                 Aye  
Kevin Fierro                      Aye  
Stephen Forschler               Aye  
Motion carried 4-0.

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 Tompkins

**Poll of Commissioners:**

Howard Shapiro                      Aye  
Kevin Fierro                              Aye  
Russell Tompkins                      Aye  
Stephen Forschler                      Aye  
Motion carried 4-0.

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 2022 at a rate of \$25.00 per hour to be paid once annually in December.

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

**Poll of Commissioners:**

Kevin Fierro                              Aye  
Russell Tompkins                      Aye  
Howard Shapiro                        Aye  
Stephen Forschler                      Aye  
Motion carried 4-0.

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 2022 at a rate of \$1,683 per month.

**Motion:** Chairman Forschler                      **Second:** Commissioner Tompkins

**Poll of Commissioners:**

Kevin Fierro                              Aye  
Russell Tompkins                      Aye  
Howard Shapiro                        Aye  
Stephen Forschler                      Aye  
Motion carried 4-0.

**Civilian appointments to the Facilities Committee:** Chairman Forschler appointed Eliot Werner and Bill Baldwin as the civilian representatives to the Facilities Committee.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to appoint the current cleaner at the rate of \$3,500 a year.

**Motion:** Chairman Forschler                      **Second:** Commissioner Tompkins

**Poll of Commissioners:**

Kevin Fierro                   Aye  
Howard Shapiro                Aye  
Russell Tompkins             Aye  
Stephen Forschler             Aye  
Motion carried 4-0.

A motion was made and seconded to adjourn the Reorganization Meeting at 7:35 p.m. with the regular meeting to immediately follow.

**Motion:** Commissioner Tompkins           **Second:** Commissioner Fierro

**Poll of Commissioners:**

Howard Shapiro                Aye  
Kevin Fierro                   Aye  
Russell Tompkins             Aye  
Stephen Forschler             Aye  
Motion carried 4-0.

Respectfully submitted,

Karen Buechele, Secretary  
East Clinton Fire District