

REORGANIZATION MEETING
JANUARY 5, 2023

Meeting called to order at 5:00 PM.

Pledge of allegiance.

Present. Commissioner Turi, Commissioner Donnelly, Commissioner Pearson, Commissioner Shovlin, Chief Wade, Assistant Chief Easop, Assistant Chief Graham, Secretary Roberts

Absent: Treasurer Keeley, Commissioner Mendres

Commissioners designated Secretary Roberts as temporary chairperson until a Chairman of the Board was chosen.

Administration of Oath of Office by the Secretary of newly elected member of the Board of Fire Commissioners for a five year term – Brendan Shovlin

Oath of Office to be filed for the newly sworn member at Town Hall within five days.

On a motion made by Commissioner Pearson and 2nd by Commissioner Donnelly to appoint Commissioner Turi as Chairman of the Board for the year 2023. Board elects Commissioner Turi as Chairman for the year 2023. Passed

Meeting was turned over to Chairman.

On a motion made by Commissioner Donnelly and 2nd by Commissioner Pearson to appoint Commissioner Mendres Vice Chairman of the Board for the year 2023. Board elects Commissioner Vice Chairman for the year 2023. Passed

Notice to the media of Organizational Meeting placed in the minutes by the Secretary.

Resolution 1.1 - On a motion made by Commissioner Donnelly and 2nd of Commissioner Pearson as the following resolution passed: Be it resolved that the regular meetings of the Goshen Fire District will be held on the third Thursday of the month at 7:00 PM at the Board of Fire Commissioners' Offices at the Dikeman Firehouse on Dikeman Drive, Goshen, NY. The location and time of the meeting may be changed by further resolution of the Board of Fire commissioners upon proper notification to the local media of such change. Passed.

On a motion made by Commissioner Donnelly and 2nd by Commissioner Pearson that a workshop meeting will be held the Monday preceding the third Thursday of each month, location and time as above for regular meeting. Passed.

Resolution 1.2 - On a motion made by Commissioner Donnelly and 2nd of Commissioner Pearson . Be it resolved that Kathleen A. Roberts is hereby appointed Secretary and Purchasing Agent of the Goshen Fire District. Said Secretary is also appointed the Public Information Officer of the Goshen Fire District. The salary for this position is fixed at \$21,070.00 per year. Secretary sworn in by Chairman Turi.

Resolution 1.3 - On a motion made by Commissioner Donnelly and 2nd of Commissioner Pearson. Be it resolved that Darlene Keeley is hereby appointed treasurer of the Goshen Fire District. The salary of this position is fixed at \$19,525.00 per year. Treasurer will be sworn in by Secretary at next meeting. Treasurer's bond is reviewed and reaffirmed. Bond is to be filed with the Town Clerk. Passed.

Treasurer is authorized on motion of Commissioner Pearson and 2nd of Commissioner Donnelly to submit, within 60 days after the end of the fiscal year, a copy of the annual report submitted to the Department of Audit and Control. Passed

Resolution 1.4 - On a motion made by Commissioner Donnelly and 2nd of Commissioner Pearson - Be it resolved that John Bach, Esq. and Brad Pinsky, Esq. are appointed attorneys for the Goshen Fire District for the year 2023 – No set retainer required. To be paid on an hourly basis. Passed.

Resolution 1.5 - On a motion made by Commissioner Pearson and 2nd of Commissioner Shovlin- Be it resolved that the Times Herald Record and Goshen Independent are designated Official Newspapers of the Goshen Fire District. These publications are in general circulation within the Goshen Fire District. Passed.

Resolution 1.6 - On a motion made by Commissioner Donnelly and 2nd of Commissioner Pearson- Be it resolved that the official depositories of the Goshen Fire District are Orange Bank & Trust, M & T Bank and UBS. Passed.

Resolution 1.7 - On a motion made by Commissioner Pearson and 2nd of Commissioner Shovlin - Be it resolved the Goshen Fire District will maintain membership in the following organizations: Association of Fire Districts of the State of New York ; Fireman's Association of the State of New York and the Orange County Association of Fire District Officers. Passed.

Resolution 1.7(a) On Motion of Commissioner Pearson and 2nd of Commissioner Shovlin - Be it resolved that the Goshen Fire District will support membership by the Chief in the New York State Association of Fire Chiefs. Passed.

Resolution 1.8 - On a motion made by Commissioner Pearson and 2nd of Commissioner Shovlin the Goshen Fire District approves the following yearly contracts and leases: Service contract on all copiers and office equipment; Peak Power (generator); NAS Alarms; Schindler Elevator; Boiler King; Pest Control Company and others that we currently hold and have not committed to these minutes. Passed.

Renewal of the registration of the domain name for the district Web page is approved, on consensus.

Resolution 1.9 - On a motion made by Commissioner Donnelly and 2nd of Commissioner Pearson. Be it resolved that the Treasurer is authorized to pay, in advance of an audit by this Board of Fire Commissioners of the Goshen Fire District, the following claims. (Any such claims must be presented to the next meeting of the Board of Fire Commissioners of the Goshen Fire District for audit.):

All phone bills, Orange and Rockland for Utilities, NYSE&G, US Postmaster for postage and other freight and express charge company, Insurance Bills, payroll, fire district credit card bills. Other bills may be considered during the year by resolution of the Board of Fire Commissioners. Passed.

On a motion made by Commissioner Donnelly and 2nd of Commissioner Shovlin. Be it Resolved that the Treasurer of the Goshen Fire District is authorized to pay only upon approval of this Board of Fire Commissioners of the Goshen Fire District on the following claims: Compensation for services of officers or employees regularly engaged by the Fire District at agreed wages by the hour, day, week, month or year. Passed.

Audio recording policy for the Fire District:

Should the Board of Fire Commissioners elect to exercise its right to record its proceedings, the record of the proceeding made by the Board of Fire Commissioners shall not be deemed the official recording of the public meeting of the Board of Fire Commissioners of the Goshen Fire District.

Accordingly, under S.A.R.A. and Schedule MU-1, this recording will not be retained as a permanent record of the Goshen Fire District, after the written minutes have been approved by the Board of Fire Commissioners. This policy is approved upon the motion of Commissioner Donnelly and the 2nd of Commissioner Shovlin. Passed.

Audio and Video Recording (by the Public) Policy for the fire district: Any public meeting of the Board of Fire Commissioners may be audio recorded, videotaped or recorded by other visual means by member(s) of the public, subject to conditions as listed under form 2-6 "Audio and Video Recording Policy for the Fire District" in the *New York Fire District Officers' Guide*. This policy is approved upon the motion of Commissioner Pearson and the 2nd of Commissioner Shovlin. Passed.

On a motion made by Commissioner Pearson and 2nd of Commissioner Donnelly the following committees are set:

Apparatus – Richard Pearson

Liaison between Town Board, Village Board and Commissioners: Richard Mendres

Equipment – Brendan Shovlin

Buildings and Grounds – Rex Donnelly/Brendan Shovlin

Insurance – Richard Mendres

Elections – Brendan Shovlin/Alfred Turi

Service Awards - Alfred Turi

Election of Chiefs accepted as follows: Chief Wade, 1st Asst. Chief Easop, and 2nd Asst Chief Graham on a motion made by Commissioner Pearson and 2nd of Commissioner Donnelly. Chiefs are sworn in by the Secretary. Passed.

Procurement, Substance Abuse, Best Practices and Policies and Investment Policies and other previously accepted policies are to be reviewed and, if they meet the criteria standards, will be continued officially at the next regular meeting.

The N.Y. Fire District Officers' Guide will be used as our guide as the Board of Fire Commissioners, on a motion made by Commissioner Pearson and 2nd of Commissioner Donnelly. Passed.

Nugent and Haeussler accounting firm will be used for our 2022 annual external audit, on a motion made by Commissioner Pearson and 2nd of Commissioner Shovlin. Passed.

Other related business:

Secretary hands over to Chief Wade the Service Award Program 2022 Data Request Package to be completed and returned to the Board of Fire Commissioners no later than the work session on February 13, 2023.

Chairman Turi tells Chiefs that part of the duties of the chiefs is to be present at the Commissioner meetings so that the Chiefs can relay to the members of the Companies rules, regulations, etc set by the Board and properly see that these rules and regulations of the Board are observed and the orders of the Board are executed. Mr. Turi expects chiefs to be present unless they are attending to their primary livelihood. He states that the chiefs are elected by their members in good faith they will perform their duties and failure to do so may result in dismissal.

There being no further business, the meeting adjourned at 5:25 PM on a motion made by Commissioner Pearson and 2nd of Commissioner Shovlin.

Respectfully submitted,

Kathleen A. Roberts