

**COLDENHAM FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
REORGANIZATION MEETING
JANUARY 11, 2016 MINUTES**

The reorganization meeting of the Board of Fire Commissioners of the Coldenham Fire District was held January 11, 2016, at the Coldenham Fire House. Commissioners present were: Joe Keenan, Anita Grecco, Warren Decker, Wayne Jacobowitz and newly elected Rickey Cameron. Also present were: Linda Miller, Fire District Treasurer and Mary Keenan, Fire District Secretary. Linda Miller opened the meeting and led the salute to our flag. She welcomed newly elected commissioner Rickey Cameron to the Board. A moment of silence was observed in memory of Walt Halder.

Newly elected commissioner Rickey Cameron had the Oath of Office administered and submitted to the Montgomery Town Hall.

A motion to appoint Mary E. Keenan as Secretary at a salary as fixed in the 2016 Budget was made by Warren Decker and seconded by Wayne Jacobowitz. (5 ayes, 0 nays) by those in attendance was received. Motion carried. Oath of office notarized and submitted to the Montgomery Town Hall.

A motion to appoint Linda Miller as Treasurer at a salary as fixed in the 2016 Budget was made by Joe Keenan and seconded by Wayne Jacobowitz. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried. Oath of office signed and administered at the Montgomery Town Hall by the Town Clerk.

A motion to appoint Glenn Keenan as custodian at a salary as fixed in the 2016 Budget was made by Wayne Jacobowitz and seconded by Warren Decker. (5 ayes, 0 nays) by those in attendance was received. Motion carried.

Linda Miller asked for nominations for Chairperson of Board of Commissioners. Warren Decker nominated Joe Keenan as Chairman of the Board of Fire Commissioners for 2016. No other nominations were brought to the floor. A motion was made by Warren Decker and seconded by Anita Grecco that Joe Keenan be Chairman of the Board of Fire Commissioners for 2016. Secretary polled the board: Wayne Jacobowitz – yes, Warren Decker – yes, Rickey Cameron – yes, Anita Grecco – yes and Joe Keenan – abstain (4 ayes, 0 nays and 1 abstain) by those in attendance was received. Motion carried.

Linda Miller turned the meeting over to Chairman Joe Keenan.

Joe Keenan asked for nominations for Co-Chair of the Board of Commissioners. Warren Decker nominated Anita Grecco as Co-Chair of the Board of Fire Commissioners for 2016. No other nominations were brought to the floor. A motion was made by Warren Decker and seconded by Rickey Cameron that

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Anita Grecco be Co-Chair of the Board of Fire Commissioners for 2016. Secretary polled the board: Wayne Jacobowitz – yes, Warren Decker – yes, Rickey Cameron – yes, Anita Grecco – abstain and Joe Keenan – yes (4 ayes, 0 nays, 1 abstain) by those in attendance was received. Motion carried.

A motion by Anita Grecco was made and seconded by Rickey Cameron that the monthly meetings of the Board of Fire Commissioners shall be held on the first Monday following the first Tuesday of each month at 7:30 PM. (Notice will be sent to the Wallkill Valley Times.) Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried. The meeting dates are as follows: February 8, March 7, April 11, May 9, June 13, July 11, August 8, September 12, October 10, November 7 and December 12, 2015.

A motion by Warren Decker was made and seconded by Rickey Cameron that the Wallkill Valley Times be designated as official newspaper for legal notices for the Coldenham Fire District. When bids are required, notice will be placed in the Times Herald Record. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

A motion by Warren Decker was made and seconded by Anita Grecco to appoint Frank Simeone as our attorney at will to attend monthly meetings as decided upon by the Board of Fire Commissioners at a fee as previously set. (Attorney will also handle other business of the fire district on a fee basis.) Secretary polled the board: Wayne Jacobowitz – no, Warren Decker – yes, Rickey Cameron – no, Anita Grecco – yes and Joe Keenan – yes (3 ayes, 2 nays) by those in attendance was received. Motion carried.

A motion by Warren Decker was made and seconded by Wayne Jacobowitz that the Coldenham Fire District will provide coverage to any commissioner who is sued as a result of a decision made as a commissioner (Article XVII of State Law). Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

A motion by Anita Grecco was made and seconded by Rickey Cameron that the Treasurer must produce all books, records, receipts, orders, vouchers and canceled checks for the year 2015 along with her Annual Report to be submitted to the Fire District Auditor by the regular monthly meeting for the month of March 2016. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

A motion by Warren Decker was made and seconded by Rickey Cameron to designate Orange County Trust and J.P. Morgan Chase as depositories for

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District funds, deposits in each bank not to exceed \$250,000.00 unless covered by bank security insurance. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

A motion by Anita Grecco was made and seconded by Wayne Jacobowitz that all checks for the District for payment of bills and obligations must be signed by the Treasurer. In addition, checks in excess of \$10,000 will require two signatures. Linda Miller, Joe Keenan and Mary Keenan will be authorized to sign checks. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

A motion by Anita Grecco was made and seconded by Warren Decker to continue the Orange County Trust General Fund Checking Account, Orange County Trust General Fund Savings Account, J.P. Morgan Chase General Fund Savings Account, and Orange County Trust Trust & Agency Checking Account. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

A motion by Warren Decker was made and seconded by Wayne Jacobowitz that the Treasurer be authorized to continue Capital Reserve Fund accounts as they now exist and to open any necessary new accounts in accordance with the law. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

A motion by Anita Grecco was made and seconded by Rickey Cameron that the Coldenham Fire District continues their membership in the Association of Fire Districts of the State of New York and in the Association of Fire Districts of Orange County. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

A motion was made by Anita Grecco and seconded by Wayne Jacobowitz to continue the preparation of an agenda for each meeting in 2016. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

A motion was made by Anita Grecco and seconded by Rickey Cameron to continue the Procurement Policy previously adopted. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

A motion was made by Warren Decker and seconded by Rickey Cameron to continue Rules and Regulations as previously adopted. (Currently still under revision.) Unanimous approval (5 ayes, 0 nays) by those in attendance was

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received. Motion carried.

A motion was made by Wayne Jacobowitz and seconded by Anita Grecco to continue the Code of Ethics as previously adopted. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

A motion was made by Wayne Jacobowitz and seconded by Warren Decker to have Key Bank credit cards issued to each Commissioner, the Fire Chief, and the two Assistant Chiefs, limits to continue at previously set amounts. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried. (Chairman and Co-Chairwoman Credit limit is \$5000, everyone else is \$1500)

A motion was made by Anita Grecco and seconded by Wayne Jacobowitz to keep Pen Flex as the Administrator and RBC Wealth Management as the Investor for the Service Awards Program. Unanimous approval (5 ayes, 0 nays) by those in attendance was received. Motion carried.

A motion was made by Anita Grecco and seconded by Joe Keenan to provide VFBL coverage to our members involved on County Teams. Unanimous approval (4 ayes, 0 nays and 1 abstains) by those in attendance was received. Motion carried.

Chairman Joe Keenan appointed the following committees:

Auditing (to include Fuel Audit):	Wayne Jacobowitz & Rickey Cameron
Budget Planning:	Mary Keenan & TBA
Building Maintenance:	Anita Grecco & Warren Decker
Hall Use:	Anita Grecco & Warren Decker
HR/EAP Coordinator:	Joe Keenan & Wayne Jacobowitz
Insurance Liaison (Non-W/C):	Rickey Cameron & Joe Keenan
IT/Communications:	Joe Keenan & Wayne Jacobowitz
LOSAP:	Joe Keenan & Rickey Cameron
Mack Restoration:	Joe Keenan & Warren Decker
Medical Advisor:	Dr. Basri
NFPA Physicals Liaison:	Rickey Cameron & Warren Decker
Property Maintenance:	Warren Decker & Anita Grecco
Records Access Officer:	Mary Keenan & Linda Miller
Safety/Workers Compensation:	Rickey Cameron & Joe Keenan
Truck Committee:	Joe Keenan & Wayne Jacobowitz

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At 7:30 P.M., as all business of the Reorganization Meeting of the Coldenham Fire District Board of Fire Commissioners had been addressed, Commissioner Keenan ended the reorganization meeting to roll right into the regular monthly meeting.

Respectfully submitted,

Mary E. Keenan
Secretary