

ORGANIZATIONAL MEETING

SOUTHAMPTON FIRE DISTRICT

JANUARY 9, 2014

The Organizational Meeting of the Board of Commissioners of the Southampton Fire District was called to order by Treasurer Milton, who was appointed Temporary Chairman, at 7:30 PM, on Thursday, January 9, 2014, in the Library of the Tuckahoe School, 468 Magee Street, Southampton, New York. The meeting opened with the salute to the flag.

PRESENT: Commissioners David Price, Tom White, Roy Wines, Bill Pell, Treasurer MaryAnn Milton and Secretary Kristin White

ABSENT: Commissioner Brian Cooke

GUESTS: David Raynor; Tanya Negrow, Elite Towers, LP

Ms. Milton stated that the purpose of the meeting was the organization of the Southampton Fire District Board of Commissioners for the year 2014.

As the first order of business, nominations for Chairperson of the Board for 2014 were received. Commissioner White nominated Commissioner Price for this position and the nomination was seconded by Commissioner Wines. The unanimous vote of the Board to elect Commissioner Price as Chairperson of the Board of Commissioners for 2014 was received as follows:

Mr. Price	Aye	Mr. Wines	Aye	
Mr. White	Aye	Mr. Pell	Aye	<u>VW11-1</u>

Mr. Price was declared the elected Chairperson of the Board of Commissioners for 2014 and Chairperson Price assumed charge of the meeting.

A motion was made by Commissioner Price seconded by Commissioner Wines to elect Commissioner White as Vice Chairperson of the Board of Commissioners. The motion was passed by the following vote.

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-2</u>

Chairman Price congratulated Mr. Tom White on his election to the Board of Fire Commissioners.

Commissioner White needs to be sworn in at the Town Clerk's office.

Resolution was presented for adoption by Commissioner Pell, seconded by Commissioner Wines, that Kristin White be appointed Secretary for 2014 at an hourly rate of \$28.50. The resolution was duly adopted by the Board on the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-3</u>

Resolution was presented for adoption by Commissioner White, seconded by Commissioner Wines, that MaryAnn Milton be appointed Treasurer for 2014 at an hourly rate of \$28.50. The resolution was duly adopted by the Board on the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-4</u>

Commissioner Wines moved that the Board designate the official meeting place of the Southampton Fire District to be at the Tuckahoe School Library, 468 Magee Street, Southampton, New York. The motion was seconded by Mr. Pell and approved on a vote of the Board as follows:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-5</u>

A motion was made by Commissioner Wines to designate the second Thursday of the month as the official meeting night of the Southampton Fire District at 7:30 PM (prevailing time), commencing on February 13, 2014; seconded by Commissioner White and approved by the following vote:

Mr. Wines	Aye	Mr. Price	Aye	
Mr. White	Aye	Mr. Pell	Aye	<u>VW11-6</u>

Commissioner White made a motion seconded by Commissioner Pell that the meetings be held at 7:30 PM on the dates to be advertised as follows:

- Thursday – February 13, 2014
- Thursday – March 13, 2014
- Thursday – April 10, 2014
- Thursday – May 8, 2014
- Thursday – June 12, 2014
- Thursday – July 10, 2014
- Thursday – August 14, 2014
- Thursday – September 11, 2014
- Thursday – October 9, 2014
- Thursday – November 13, 2014
- Thursday – December 11, 2014

- Budget Hearing – October 21, 2014
- District Elections – December 10, 2014

The motion was approved by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-7</u>

Motion by Commissioner Pell to designate “The Southampton Press” as the official newspaper for 2014, with “The Southampton Independent” as secondary publication and “Newsday” in the event a meeting notification must be made within two days. The motion was seconded by Commissioner Wines, and duly carried on the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-8</u>

Resolution was duly adopted on motion by Commissioner Wines, seconded by Commissioner Pell to designate the following banks as official depositories, as needed:

Bridgehampton National Bank and Suffolk County National Bank

The vote to approve the designation of the above named official depositories was as follows:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-9</u>

Motion by Commissioner Wines to authorize the Treasurer to make authorized investments through MBIA/CLASS (a mutual joint depository of political subdivisions of the State of New York); seconded by Commissioner White and carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-10</u>

Motion by Commissioner Wines that all checks in excess of \$1,000 must be co-signed by the Board Chairperson or, in the event Mr. Price is not available, Mr. White. The motion was seconded by Commissioner White and approved by the following vote of the Board:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-11</u>

Motion by Commissioner Pell to appoint the District Secretary as the Records Management Officer of the Fire District and to provide that copies of District records shall be available under the Freedom of Information Law at \$.25 per page for letter size and the actual cost of reproduction for any other size or type of record; seconded by Commissioner Wines and duly carried on the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-12</u>

Motion by Commissioner Wines to approve district membership in the following associations:

- a) Association of the Fire Districts of the State of New York
- b) New York State Association of Fire Chiefs

- c) Southampton Town Fire District Officer's Association
- d) Suffolk County Fire District Officer's Association
- e) National Fire Protection Association

The motion was seconded by Commissioner White and approved by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-13</u>

Motion by Commissioner White, seconded by Commissioner Wines to review and renew the District Policies annually. The Procurement Policy and Investment Policy will remain unchanged for 2014. Motion carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-14</u>

Motion by Commissioner Wines, seconded by Commissioner Price to review and renew the Code of Ethics annually. The Code of Ethics will remain unchanged for 2014. Motion carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-15</u>

Motion by Commissioner White to appoint Dayton Ritz & Osborne as insurance agents for the Fire District; seconded by Commissioner Price and carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-16</u>

Motion by Commissioner Wines that the Treasurer is hereby directed to maintain general Capital Reserve Funds pursuant to the provisions of Section 6-g of the General Municipal Law of the State of New York for the general purposes of capital improvements and the purchase of apparatus and equipment, all as further set forth below:

- a) Capital Reserve Fund – Buildings and Grounds: This fund is to be used for capital improvements concerning the purchase of real property, the design and construction of new buildings, renovations and/or additions to existing buildings and real property and other lawful purposes as may from time to time arise. This fund shall have no maximum cap amount at this time.
- b) Capital Reserve Fund – Apparatus and Equipment: This fund is to be used for the purchase of items which are capable of being classified as capitalized expenditures under the law, which items include, but are not limited to fire trucks, chief's vehicles, ambulances, fire police and/or any general utility vehicles, SCBA's, hose, turnout gear, mechanical and communications equipment, computers and other lawful purposes as may from time to time arise. This fund shall have no maximum cap amount at this time.

This motion was seconded by Commissioner White and carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-17</u>

Motion by Commissioner Wines that mileage for the official use of personal vehicles outside the Fire District, on authorized District business, shall be reimbursed to District officials at the then current approved IRS reimbursement rate (currently \$56 cents for 2014); seconded by Commissioner White and carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW11-18</u>

Chairman Price appointed the following committees to the Board of Commissioners for 2014:

Fire District Budget: **Cooke, Pell**  
Fire Protection Contract: **White, Price with Wines as an alternate**  
Long Range Planning: **Entire Board**  
Wells, Hydrants & Water Mains: **Cooke, Wines**

At this time the regular meeting of the Southampton Fire District will continue as per the January 9, 2014 agenda.

Mr. Price submitted the minutes from the December 13, 2013 meeting for motion. A motion was made by Mr. Wines and seconded by Mr. Pell to accept the minutes of the Regular Meeting of December 13, 2013. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	
Mr. White	Aye	Mr. Pell	Aye	<u>VW11-19</u>

Chief's Report: N/A

A motion was made by Mr. Wines and seconded by Mr. Pell to approve the twelve (12) vouchers as presented with one (1) voided check. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	
Mr. White	Aye	Mr. Pell	Aye	<u>VW11-20</u>

The Treasurer's Report was reviewed including but not limited to, end of 2013 year account balances. A motion was made by Mr. White and seconded by Mr. Wines to approve the Treasurer's Report as presented. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	
Mr. White	Aye	Mr. Pell	Aye	<u>VW11-21</u>

The Treasurer's Report was reviewed including but not limited to, income/expenses for the year to date, 2014 tax levy receipts, all reports are attached herein. A motion was made by Mr. White and seconded by Mr. Wines to approve the Treasurer's Report as presented. The motion was tabled until the next meeting.

The Secretary reviewed the correspondence sent and received over the last month. A list is attached herein.

A motion was made by Mr. Pell and seconded by Mr. White to purchase a file cabinet from Dunkerley's Southampton, NY. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye		
Mr. White	Aye	Mr. Pell	Aye		<u>VW11-22</u>

A motion was made by Mr. Wines and seconded by Mr. Price to release a letter written by William Glass Esq. to the Village of Southampton on behalf of the Fire District. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye		
Mr. White	Aye	Mr. Pell	Aye		<u>VW11-23</u>

Committee Reports-

Fire District Budget - In use

Fire Protection Contract – In use

Long Range Planning – The district board is waiting on a response from the Village Board and the Village Fire Department.

Wells, Hydrants & Water Mains – N/A

Old Business – The split rail fence on the District property located on North Sea Rd needs some section replaced.

A motion was made by Mr. Pell and seconded by Mr. Wines to authorize Raynor Landscaping to replace rails as needed. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye		
Mr. White	Aye	Mr. Pell	Aye		<u>VW11-24</u>

New Business – An application was reviewed for Sabrosa Mexican Restaurant, Site Plan. This is an existing building, the commissioners recommend and installation of a Knox box and all State and Local fire codes must be met.

A brief presentation was made by Ms. Negrow of Elite Towers, LP. Information reviewed included but was not limited to, types of host materials, ie Flag pole with required/suggested heights and widths. Power requirements, permit requirements etc.

The commissioners will discuss further as the project moves forward.

Recognition: Public Participation – N/A

A motion was made by Mr. Price and seconded by Mr. Wines to recess to executive session to review professional contracts at 8:40 p.m. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye			
		Mr. White	Aye	Mr. Pell	Aye	<u>VW11-25</u>

A motion was made by Mr. Wines and seconded by Mr. White to continue to retain William F. Glass Jr. as legal representation for 2014. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye			
		Mr. White	Aye	Mr. Pell	Aye	<u>VW11-26</u>

A motion was made by Mr. Price and seconded by Mr. Wines to accept the proposal from Cullen and Danowski as Audit representation for 2014. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye			
		Mr. White	Aye	Mr. Pell	Aye	<u>VW11-27</u>

Without further business a motion was made by Mr. White and seconded by Mr. Pell to adjourn tonight's meeting at 9:47. The motion was passed by the following vote.

Mr. Price	Aye	Mr. Wines	Aye			
		Mr. White	Aye	Mr. Pell	Aye	<u>VW11-28</u>

Chairman Price declared the meeting adjourned at 9:47 P.M.

Respectfully submitted,  
Kristin White, Secretary