

ORGANIZATIONAL MEETING

SOUTHAMPTON FIRE DISTRICT

JANUARY 10, 2008

The Organizational Meeting of the Board of Commissioners of the Southampton Fire District was called to order by Treasurer Hadix, who was appointed Temporary Chairman, at 7:33 PM, on Thursday, January 10, 2008, in the Library of the Tuckahoe School, 468 Magee Street, Southampton, New York, in accordance with notice provided to the news media, copy of which is attached hereto. The meeting opened with the salute to the flag.

PRESENT: Commissioners Fred Andrews, Robert Grisnik, David Price, Harald Steudte, Treasurer Mike Hadix and Secretary Nicole Hadix

ABSENT: Commissioner Tom White

GUESTS: SH Fire Dept Chief Joseph Corr, SH Fire Dept 2nd Asst. Chief Rodney C. Pierson, David Raynor and Teri Westerhoff

Mr. Hadix stated that the purpose of the meeting was the organization of the Southampton Fire District Board of Commissioners for the year 2008.

As the first order of business, nominations for Chairperson of the Board for 2008 were received. Commissioner Steudte nominated Commissioner Grisnik for this position and the nomination was seconded by Commissioner Price. The unanimous vote of the Board to elect Commissioner Grisnik as Chairperson of the Board of Commissioners for 2008 was received as follows:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-1</u>

Mr. Grisnik was declared the elected Chairperson of the Board of Commissioners for 2008 and Chairperson Grisnik assumed charge of the meeting.

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

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-2</u>

Chairman Grisnik welcomed Mr. Fred Andrews, the new Board member. Commissioner Andrews was sworn in at the Town Clerk's office during the first week in January 2008.

Resolution was presented for adoption by Commissioner Price, seconded by Commissioner Steudte, that Nicole Hadix be appointed Board Secretary for 2008 at an hourly rate of \$22.50. The resolution was duly adopted by the Board on the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-3</u>

Resolution was presented for adoption by Commissioner Steudte, seconded by Commissioner Price, that Michael Hadix be appointed Board Treasurer for 2008 at an hourly rate of \$22.50. The resolution was duly adopted by the Board on the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-4</u>

Commissioner Steudte 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. Price and approved on a vote of the Board as follows:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-5</u>

A motion was made by Commissioner Price 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 January 10, 2008; seconded by Commissioner Andrews and approved by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-6</u>

Commissioner Andrews asked if the Board could meet more often. Commissioner Grisnik said they could, on an as needed basis.

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

Thursday – January 10, 2008
Thursday – February 14, 2008
Thursday – March 13, 2008
Thursday – April 10, 2008
Thursday – May 8, 2008

Thursday – June 12, 2008
Thursday – July 10, 2008
Thursday – August 14, 2008
Thursday – September 11, 2008
Thursday – October 9, 2008
Thursday – November 13, 2008
Thursday – December 11, 2008

The motion was approved by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-7</u>

Motion by Commissioner Andrews to designate “The Southampton Press” as the official newspaper for 2008, 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 Price, and duly carried on the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-8</u>

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

Hamptons State Bank and Bridgehampton National Bank

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

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-9</u>

Chairman Grisnik noted that Treasurer Mike Hadix is a Hamptons State Bank employee.

Motion by Commissioner Steudte 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 Price and carried by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-10</u>

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

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-11</u>

Motion by Commissioner Price to appoint William F. Glass, Jr. as General Counsel for the Southampton Fire District for the year 2008 pursuant to the terms of a separate retainer agreement, annexed hereto; seconded by Commissioner Steudte and approved on the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-12</u>

Motion by Commissioner Steudte 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 Price, and duly carried on the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-13</u>

Motion by Commissioner Andrews 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 Steudte and approved by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-14</u>

Motion by Commissioner Price, seconded by Commissioner Steudte, it was resolved that the Board members would renew lease of office space at 33 Flying Point Road, Southampton, New York annually. Motion carried by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-15</u>

The secretary noted the current lease was valid until October 31, 2008.

Motion by Commissioner Andrews, seconded by Commissioner Steudte to review and renew the District Policies annually. The Procurement Policy and Investment Policy will remain unchanged for 2008. Motion carried by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-16</u>

Motion by Commissioner Price, seconded by Commissioner Steudte to review and renew the Code of Ethics annually. The Code of Ethics will remain unchanged for 2008. Motion carried by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-17</u>

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

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-18</u>

Motion by Commissioner Price 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 Steudte and carried by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-19</u>

Motion by Commissioner Steudte to appoint Mr. Alfred Arthur Hulse from the accounting firm of Hulse & Company CPA PC, 1910 New York Avenue, Huntington Station, NY 11746 as external auditors for the Fire District for fiscal year 2008; seconded by Commissioner Price and carried by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-20</u>

Motion by Commissioner Andrews 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 \$50.5 cents for 2008); seconded by Commissioner Price and carried by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-21</u>

Chairman Grisnik appointed the following committees to the Board of Commissioners for 2008:

Fire District Budget:	Entire Board
Fire Protection Contract:	Commissioners Grisnik, Price and White
Long Range Planning:	Entire Board
Wells, Hydrants & Water Mains:	Commissioners Price and Steudte

Commissioner Andrews asked if additional committees could be added at a later date. Commissioner Grisnik answered yes.

At this time the regular meeting of the Southampton Fire District will continue as per the January 10, 2008 agenda.

A motion was made by Mr. Steudte and seconded by Mr. Price to accept the minutes of the Regular Meeting of December 13, 2007 as presented. The motion was approved by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-22</u>

The Board reviewed the 18 vouchers presented by the Treasurer.

A motion was made by Mr. Steudte and seconded by Mr. Price to approve the vouchers as presented. The motion was approved by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-23</u>

The Treasurer's Report was reviewed. A motion was made by Mr. Andrews and seconded by Mr. Price to approve the Treasurer's Report as presented. The motion was approved by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-24</u>

The Treasurer handed out three (3) reports. Two income/expense reports, the first dated Jan 1, 2007 thru Dec 31, 2007, the second dated Jan 1, 2008 thru Jan 10, 2008. The third report was a tax levy receipt report.

Treasurer Hadix stated all tax revenue will be received by the end of June 2008. The largest expenditure in the near future is the Fire Protection contract. The first payment is due February 15, 2008 and the second due on May 31, 2008. The payments are \$337,500.00 to the Village and \$87,000 to the Fire Department membership.

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

The Secretary presented a retainer agreement from Attorney William Glass for 2008 to be signed by the Chairman.

The Treasurer presented an estoppel certificated from the landlord to be signed by the Chairman. The certificate has been reviewed by the District's attorney.

Chairman Grisnik read part of the retainer agreement from the District's attorney. It included a cost of living increase of 3%.

Commissioner Andrews asked if, in the future, he could receive the informational material before the meeting.

Committee Reports-

Fire District Budget – No report. Commissioner Andrews asked if the budget could be altered during the year. Chairman Grisnik stated we could not spend more than what has been approved but monies could be moved from one category to another.

Fire Protection Contract – Starting second year of three year contract with the Village. First payment due on February 15, 2008 to both the Village and firemen.

Long Range Planning – North Sea Road property plan is before the Planning Board, some issues still have to be taken care of by the seller. Commissioner Steudte said the Planning Board is waiting on the Health Department to approve the location and size of the cesspools on the property.

Wells, Hydrants & Water Mains – No report.

Old Business – Commissioner Andrews asked to be brought up to date on some past issues. He stated; Ms. Kabot has raised the issue of unification, Mayor Epley has raised the issue of a Village vote, and this board has been meeting with the Chiefs. Where are we at this point? Chairman Grisnik said there is no new information. This Board is working with the Village and hopes to hear from the Village Board regarding their position. This Board is still talking with the Chiefs. Chief Corr said the Board needs to meet with the Village.

Commissioner Andrews said there is a lot of discussion of a unified District but not much information regarding the particulars of the new District. He feels it would be helpful to have all the information about unification on the table so all parties can make an informed decision. Commissioner Price said this Board does need to sit down with the Village and see if they are interested in discussions. First, we have to find out what direction we are headed then we can discuss how the new District will be structured. The Village, Fire Department and Fire District must all be willing to discuss unification and how it will come together.

Commissioner Steudte referenced an article in the Southampton Press stating the Village Board has deferred to the Chief on this issue. He feels there is no interest in pursuing unification.

Commissioner Andrews said it is difficult to come to a decision regarding a unified District without knowing all the facts or how the department would work. He said before you can ask people to accept unification there is a need to know the particulars of how it would work. Commissioner Andrews said the fire department is very important to this issue. What is needed is to sit down with the firemen and go over the elements of unification. Who will decide what? What would be the structure of the new District? How can the new District be modified to acknowledge the current structure of the department? More detailed information is necessary before asking the department members for their approval.

Commissioner Price suggested he and Commissioner Andrews meet with the Chiefs on the 4th Thursday of each month. The Chief's should write down how they want to see the structure of the department work under a unified District. Chief Corr said they still haven't had all their previous questions answered. Commissioner Price asked the chief to reissue those questions and they can move forward with discussions. Commissioner Price said he thought all the big issues had been resolved. Chief Corr said it would be best to meet again and start fresh. Commissioner Price agreed and hoped they could structure something that all parties could live with. Chief Corr mentioned discussions with the Village. Commissioner Andrews said as long as the Village is there to discuss the department and unification.

Public Participation – Mr. Raynor asked what the structure of the new department would be. How would it be run? He suggested clarifying these issues of unification for all of the fire men.

Commissioner Andrews asked how the department would want it to work. Commissioner Price said that one of this Board's goals is to keep the fire department the same as much as possible as long as it is legal. He hopes to see the fraternal structure remain the same.

Mr. Raynor asked what the plans were for the Hampton Road Firehouse under a unified District. He feels this is a big issue for the firemen. What about the property in North Sea? Commissioner Price said that property will be purchased. Commissioner Price said personally he sees Hampton Road as a renovation, abandoning Windmill Lane and building a main structure on North Sea Road. He said this Board is also looking into land in Water Mill for long range planning purposes. Mr. Raynor asked since the main house

would be on North Sea Road is that where the meetings would be held. Commissioner Price said that would be his personal opinion. Mr. Raynor ended by saying the Board needs to give out more information regarding how the department would be run. Commissioner Price said he and Commissioner Andrews would be happy to come to the company meetings and go over these issues. Chief Corr asked if Commissioner White would remain involved in these meetings. Commissioner Grisnik said Commissioner Price and Commissioner White would remain on this committee and Commissioner Andrews would join them.

Chief's Report – Chief Corr presented the Board with two reports. The first incident report was dated Jan 1, 2008 to Jan 9, 2008. Total of 14 calls. The second report was dated Jan 1, 2007 to Dec 31, 2007. Total of 880 calls. The Chief reiterated the categories for the reports. Category (1) is the Village, Category (2) is the District, Category (3) is mutual aid and Category (4) is the Reservation. Commissioner Andrews asked the Chief to clarify the category's False Alarm and Good Intent Call. Chief Corr said a good intent call would be responding to a call and the false alarm is due to a bad battery. False alarms are usually due to contractors. In some of these incidents the Fire Marshals office is involved.

New Business – Chairman Grisnik read a letter of resignation from Secretary Nicole Hadix. He accepted with regrets. The Secretary will remain until the June 2008 meeting.

A motion was made by Mr. Price and seconded by Mr. Steudte at 8:27 PM to recess to Executive Session to discuss contractual matters. The motion was passed by the following vote.

Mr. Andrews	Aye	Mr. Price	Aye	
Mr. Grisnik	Aye	Mr. Steudte	Aye	<u>VH5-25</u>

Chairman Grisnik reminded the Commissioners that they were hosting the Southampton Town Fire Commissioners Annual Meeting later this month.

The executive session was adjourned at 9:16 PM and the Board of Fire Commissioners returned to their regular meeting. No further business was conducted.

Chairman Grisnik declared the meeting adjourned at 9:16 PM.

Respectfully submitted,

Nicole Hadix
Secretary