

ORGANIZATIONAL MEETING

SOUTHAMPTON FIRE DISTRICT

JANUARY 12, 2012

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 Wednesday, January 12, 2012, 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: 2<sup>nd</sup> Assistant Chief Michael A Kampf, David Raynor, Teri Kandula, Robin Owens, Kim Stephens En-Consultants, Bob Grisnik,

Ms. Milton stated that the purpose of the meeting was the organization of the Southampton Fire District Board of Commissioners for the year 2012.

As the first order of business, nominations for Chairperson of the Board for 2012 were received. Commissioner Wines nominated Commissioner Price for this position and the nomination was seconded by Commissioner White. The unanimous vote of the Board to elect Commissioner Price as Chairperson of the Board of Commissioners for 2012 was received as follows:

Mr. Price	Aye	Mr. Wines	Aye	
Mr. White	Aye	Mr. Pell	Aye	<u>VW9-1</u>

Mr. Price was declared the elected Chairperson of the Board of Commissioners for 2012 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>VW9-2</u>

Chairman Price congratulated Mr. Bill Pell his election to the Board of Fire Commissioners.

Commissioner Pell 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 2012 at an hourly rate of \$25.00. 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>VW9-3</u>

Resolution was presented for adoption by Commissioner White, seconded by Commissioner Wines, that MaryAnn Milton be appointed Treasurer for 2012 at an hourly rate of \$25.00. 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>VW9-4</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>VW9-5</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 January 13, 2011; seconded by Commissioner White and approved by the following vote:

Mr. Wines	Aye	Mr. Price	Aye	
Mr. White	Aye	Mr. Pell	Aye	<u>VW9-6</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 9, 2012
- Thursday – March 8, 2012
- Thursday – April 19, 2012
- Thursday – May 10, 2012
- Thursday – June 14, 2012
- Thursday – July 12, 2012
- Thursday – August 9, 2012
- Thursday – September 13, 2012
- Thursday – October 11, 2012
- Thursday – November 8, 2012
- Thursday – December 13, 2012

- Budget Hearing – October 16, 2012
- District Elections – December 11, 2012

The motion was approved by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW9-7</u>

Motion by Commissioner Pell to designate “The Southampton Press” as the official newspaper for 2012, 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>VW9-8</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>VW9-9</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>VW9-10</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 Winte and approved by the following vote of the Board:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW9-11</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>VW9-12</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>VW9-13</u>

Motion by Commissioner White, seconded by Commissioner Pell, it was resolved that the Board members would renew lease of office space at 33 Flying Point Road, Southampton, New York for 2012. Motion carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW9-14</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 2012. Motion carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW9-15</u>

Motion by Commissioner Wines, seconded by Commissioner Pell to review and renew the Code of Ethics annually. The Code of Ethics will remain unchanged for 2012. Motion carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW9-16</u>

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

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW9-17</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>VW9-18</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 \$55.5 cents for 2012); seconded by Commissioner White and carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW9-19</u>

A motion was made by Commissioner Pell to approve a transfer of \$280,000.00 from the General Operating Account to the General Fund Certificate of Deposit on 12/30/11 in preparation of the end of the fiscal year; seconded by Commissioner Wines and carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW9-20</u>

A motion was made by Mr. Price and seconded by Commissioner White that the Southampton Fire District Board of Fire Commissioners adopts the financial reporting requirements of GASB Statement 54, please find document attached; motion carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	
Mr. Wines	Aye	Mr. Pell	Aye	<u>VW9-21</u>

Chairman Price appointed the following committees to the Board of Commissioners for 2012:

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 12, 2012 agenda.

Mr. Price submitted the minutes from the December 15, 2011 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 15, 2011. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	
Mr. White	Aye	Mr. Pell	Aye	<u>VW9-22</u>

Chief's Report: The Chief's Report was presented by 2<sup>nd</sup> Assistant Michael A. Kampf. A copy is attached herein. The Electric Deep Well report was submitted by Chief Kampf

and attached herein, the Chief reported that the lock latch on the box on Bathing Beach Rd is missing and also that the box on Swan Hill Rd was in need of repair. Mr. Price reported that the Box on Swan Hill Rd has been repaired for several months.

A motion was made by Mr. Wines and seconded by Mr. Pell to approve the eleven (11) vouchers as presented. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	
Mr. White	Aye	Mr. Pell	Aye	<u>VW9-23</u>

The Treasurer's Report was reviewed including but not limited to, end of 2011 year account balances, income/expenses for the year to date, 2012 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 approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	
Mr. White	Aye	Mr. Pell	Aye	<u>VW9-24</u>

Mr. Price asked if we had received a property tax bill this year. The treasurer has not received a bill. Mr. Grisnik addressed the public that a tax bill had been received last year as a result of taxes owed by the property owner.

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

#### Committee Reports-

Fire District Budget - In use

Fire Protection Contract – The District is entering the third year of a 3 year contract with the Village of Southampton for fire protection. Planning for a new contract for 2013 is underway. Mr. White has spoken with the Village officials as to the contract planning. A meeting has been set for Jan 25, 2013.

Long Range Planning – Will be addressed at Jan 25, 2013 meeting with the Village.

Wells, Hydrants & Water Mains – All hydrant markers in the District have been checked and replaced where needed.

Commissioner Wines will be speaking with Herman Miller of the SCWA in reference to the future water main extensions in the District.

Old Business – The Board was addressed by Kim Stephens of En-Consultants in reference to the development at Frankenbach's Deerfield Nursery on Deerfield Rd in Water Mill. Ms. Stephens presented the Board with an updated site-plan showing a cul

du sac road with seven (7) lots. The Board requested that a hydrant be placed at the East end of the Rd at Lot 7. The Board also expressed concern over the turning radius into the flag lots, not being adequate for the larger emergency vehicles. These concerns will be addressed in the Board's letter to the Southampton Planning Board.

An update on the Site Plan for the District property located on North Sea Rd was read into the minutes, a copy is attached herein. The Board will invite Mr. Rogers of Chalef and Rogers to the next Board meeting.

New Business – A proposal for legal services was submitted by Wm Glass. It includes no substantial changes.

A motion was made by Mr. Wines and seconded by Mr. White to continue to retain William F. Glass Jr. as legal representation for 2012. The motion was passed by the following vote:

Mr. Price	Aye	Mr. Wines	Aye		
	Mr. White	Aye	Mr. Pell	Aye	<u>VW9-25</u>

Recognition: Public Participation – N/A

Without further business a motion was made by Mr. White and seconded by Mr. Pell to adjourn tonight's meeting at 9:30. The motion was passed by the following vote.

Mr. Price	Aye	Mr. Wines	Aye		
	Mr. White	Aye	Mr. Pell	Aye	<u>VW9-26</u>

Chairman Price declared the meeting adjourned at 9:30 P.M.

Respectfully submitted,  
Kristin White, Secretary