

ORGANIZATIONAL MEETING

SOUTHAMPTON FIRE DISTRICT

January 17, 2013

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 17, 2013, 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, Brian Cooke, Bill Pell, Treasurer MaryAnn Milton and Secretary Kristin White

ABSENT: N/A

GUESTS: Bob Grisnik, Dave Raynor, Paul Rogers

Ms. Milton stated that the purpose of the meeting was the organization of the Southampton Fire District Board of Commissioners for the year 2013.

As the first order of business, nominations for Chairperson of the Board for 2013 were received. Commissioner White nominated Commissioner Price for this position and the nomination was seconded by Commissioner Pell.

Commissioner Wines addressed the board with his concerns of the impression of the Board on the public, village, and the Fire Department. He asked the other members if this could be an opportunity to put a fresh face as chairmen of this board. The members discussed his concerns at length.

The unanimous vote of the Board to elect Commissioner Price as Chairperson of the Board of Commissioners for 2013 was received as follows:

Mr. Price	Aye	Mr. Wines	Aye	Mr. Cooke	Aye	
Mr. White	Aye	Mr. Pell	Aye			<u>VW10-1</u>

Mr. Price was declared the elected Chairperson of the Board of Commissioners for 2013 and Chairperson Price assumed charge of the meeting.

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

Mr. Price	Aye	Mr. White	Aye	Mr. Cooke	Aye	
Mr. Wines	Aye	Mr. Pell	Aye			<u>VW10-2</u>

Chairman Price congratulated Mr. Brian Cooke on his re-election to the Board of Fire Commissioners.

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

Resolution was presented for adoption by Commissioner Wines, seconded by Commissioner Cooke, that Kristin White be appointed Secretary for 2013 at an hourly rate of \$27.50. The resolution was duly adopted by the Board on the following vote:

Mr. Price	Aye	Mr. White	Abstained	Mr. Cooke	Aye
Mr. Wines	Aye	Mr. Pell	Aye		<u>VW10-3</u>

Resolution was presented for adoption by Commissioner White, seconded by Commissioner Wines, that MaryAnn Milton be appointed Treasurer for 2013 at an hourly rate of \$27.50. The resolution was duly adopted by the Board on the following vote:

Mr. Price	Aye	Mr. White	Aye	Mr. Cooke	Aye
Mr. Wines	Aye	Mr. Pell	Aye		<u>VW10-4</u>

Commissioner Pell 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. Cooke and approved on a vote of the Board as follows:

Mr. Price	Aye	Mr. White	Aye	Mr. Cooke	Aye
Mr. Wines	Aye	Mr. Pell	Aye		<u>VW10-5</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 Pell and approved by the following vote:

Mr. Wines	Aye	Mr. Price	Aye	Mr. Cooke	Aye
Mr. White	Aye	Mr. Pell	Aye		<u>VW10-6</u>

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

Thursday – February 14, 2013
 Thursday – March 14, 2013
 Thursday – April 11, 2013
 Thursday – May 9, 2013
 Thursday – June 13, 2013
 Thursday – July 11, 2013
 Thursday – August 8, 2013
 Thursday – September 12, 2013
 Thursday – October 10, 2013
 Thursday – November 14, 2013
 Thursday – December 12, 2013

Budget Hearing – October 15, 2013
 District Elections – December 10, 2013

The motion was approved by the following vote:

Mr. Price	Aye	Mr. White	Aye	Mr. Cooke	Aye
	Mr. Wines	Aye	Mr. Pell	Aye	<u>VW10-7</u>

Motion by Commissioner White to designate “The Southampton Press” as the official newspaper for 2013, 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 Pell, and duly carried on the following vote:

Mr. Price	Aye	Mr. White	Aye	Mr. Cooke	Aye
	Mr. Wines	Aye	Mr. Pell	Aye	<u>VW10-8</u>

Resolution was duly adopted on motion by Commissioner Wines, seconded by Commissioner White 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. Cooke	Aye
	Mr. Wines	Aye	Mr. Pell	Aye	<u>VW10-9</u>

Motion by Commissioner Pell 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. Cooke	Aye
Mr. Wines	Aye	Mr. Pell	Aye		<u>VW10-10</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. Cooke	Aye
	Mr. Wines	Aye	Mr. Pell	Aye	<u>VW10-11</u>

Motion by Commissioner White 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 Pell and duly carried on the following vote:

Mr. Price	Aye	Mr. White	Aye	Mr. Cooke	Aye
	Mr. Wines	Aye	Mr. Pell	Aye	<u>VW10-12</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. Cooke	Aye	
Mr. Wines	Aye	Mr. Pell	Aye			<u>VW10-13</u>

Motion by Commissioner Cooke, seconded by Commissioner Wines, it was resolved that the Board members would renew lease of office space at 33 Flying Point Road, Southampton, New York for 2013. Motion carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	Mr. Cooke	Aye	
Mr. Wines	Aye	Mr. Pell	Aye			<u>VW10-14</u>

Motion by Commissioner White, seconded by Commissioner Pell to review and renew the District Policies annually. The Procurement Policy and Investment Policy will remain unchanged for 2013. Motion carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	Mr. Cooke	Aye	
Mr. Wines	Aye	Mr. Pell	Aye			<u>VW10-15</u>

Motion by Commissioner Pell, seconded by Commissioner White to review and renew the Code of Ethics annually. The Code of Ethics will remain unchanged for 2013. Motion carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	Mr. Cooke	Aye	
Mr. Wines	Aye	Mr. Pell	Aye			<u>VW10-16</u>

Motion by Commissioner Cooke 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. Cooke	Aye	
Mr. Wines	Aye	Mr. Pell	Aye			<u>VW10-17</u>

Motion by Commissioner Pell 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. Cooke	Aye	
Mr. Wines	Aye	Mr. Pell	Aye			<u>VW10-18</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 \$56.5 cents for 2013); seconded by Commissioner Cooke and carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	Mr. Cooke	Aye
Mr. Wines	Aye	Mr. Pell	Aye		<u>VW10-19</u>

A motion was made by Commissioner Cooke to approve a fiscal year 2012 budget line transfer of \$500.00 from Personal Service – Secretary to Personal Services – Treasurer, to adjust for actual expenditures; seconded by Commissioner Wines and carried by the following vote:

Mr. Price	Aye	Mr. White	Aye	Mr. Cooke	Aye
Mr. Wines	Aye	Mr. Pell	Aye		<u>VW10-20</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. Cooke	Aye
Mr. Wines	Aye	Mr. Pell	Aye		<u>VW10-21</u>

Chairman Price appointed the following committees to the Board of Commissioners for 2013:

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

At this time the regular meeting of the Southampton Fire District will continue as per the January 17, 2013 agenda.

Mr. Price submitted the minutes from the December 13, 2012 meeting for motion. A motion was made by Mr. White and seconded by Mr. Wines to accept the minutes of the Regular Meeting of December 13, 2012. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	Mr. Cooke	Aye
Mr. White	Aye	Mr. Pell	Aye		VW10-22

Chief's Report: The Chief's Report was submitted by Commissioner Cooke on behalf of 2nd Assistant Christopher Brenner. A copy is attached herein.

A motion was made by Mr. Cooke and seconded by Mr. Wines to approve the nine (9) vouchers as presented for December 2012. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	Mr. Cooke	Aye
Mr. White	Aye	Mr. Pell	Aye		<u>VW10-23</u>

A motion was made by Mr. Pell and seconded by Mr. Wines to approve the nine (8) eight vouchers as presented for January 2013. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	Mr. Cooke	Aye
Mr. White	Aye	Mr. Pell	Aye		<u>VW10-24</u>

The Treasurer’s Report was reviewed including but not limited to, end of 2012 year account balances, income/expenses for the year to date, 2013 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. Cooke	Aye
Mr. White	Aye	Mr. Pell	Aye		<u>VW10-25</u>

A motion was made by Mr. Price and seconded by Mr. Pell to transfer \$600,000.00 from Operating Account into a Short Term for 90 days. The balance will be available prior to contract payments due in May 2013. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	Mr. Cooke	Aye
Mr. White	Aye	Mr. Pell	Aye		<u>VW10-26</u>

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 – A Draft Contract has been received, the Commissioners will discuss contractual matters in Executive Session.

Long Range Planning – Mr. Pell and Mr. White spoke with the Southampton Town Ambulance Corp about their future needs and the districts wants. The Ambulance representative expressed the need for a larger meeting room, and bunk room for (paid) first responders. The Ambulance is having a difficult time with a Bond for building a larger building. The Ambulance personnel also feel it is important to have a rehab vehicle for Fire Department use.

The Commissioners discussed the possibility of creating and distributing educational pamphlets or taking an ad in the Press to dispel any rumors about the Districts intentions.

Wells, Hydrants & Water Mains – Mr. Cooke has been given a verbal quote by Bill Clair to repair and pull the well on west neck rd. The verbal quotes are \$800.00 to cap and \$1,200.00 to repair. The well was damaged when struck by a passenger vehicle. The commissioners feel the operators insurance will pay for the repair/cap. The Well is relatively new and a reasonable potable source of water for the area.

A motion was made by Mr. Wines and seconded by Mr. Pell to repair the deep well on West Neck Rd. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	Mr. Cooke	Aye
Mr. White	Aye	Mr. Pell	Aye		<u>VW10-27</u>

Commissioner Price discussed three wells for possible abandonment. Well at Willow Rd off of Deerfield Rd. in Water Mill, Sebonac Inlet off of Shurbland Rd in Shinnecock, and White’s Lane

between Barkers Island and Sebonac in Tuckahoe. The Commissioners will determine next month.

Old Business – An update on the Site Plan for the District property located on North Sea Rd was given by Mr. Rogers of Chalef and Rogers. Mr. Rogers meet with the Zoning Board of Appeals, that Board approved the application unanimously. It was determined that the Zoning Board has no jurisdiction over zoning pertaining to Fire Protection which is vital to the community. The next step is to go before the Town Planning Board.

New Business – A application from the Southampton Golf Club was submitted to the Board. The Club intends to add a new building to their property which would house employees as well as serve as cart storage. The Commissioners recommend that the building be fully sprinklered and fully alarmed. An onsite hydrant shall be installed on the north side of county rd. 39 near the existing club entrance. A fire access rd shall be installed and maintained on the west side of property off Tuckahoe Lane. The entrance shall be unobstructed, have a stabilized surface (gravel), and be maintained at a width of 14’ and height of 12’ to accommodate emergency equipment.

Recognition: Public Participation – N/A

A motion was made at 9:02 p.m. by Mr. Wines and seconded by Mr. Pell to recess to executive session for the purpose of discussing contractual matters. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	Mr. Cooke	Aye	
	Mr. White	Aye	Mr. Pell	Aye		<u>VW10-28</u>

Reconvene open session for the purpose of approval of motions and adjournment at 9:40 p.m.

A motion was made by Mr. Wines and seconded by Mr. Pell to continue to retain William F. Glass Jr. as legal representation for 2013. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	Mr. Cooke	Aye	
	Mr. White	Aye	Mr. Pell	Aye		<u>VW10-29</u>

A motion was made by Mr. Cooke and seconded by Mr. Pell to have Raynor Landscaping remove brush from the North Sea Rd. property. The motion was approved by the following vote:

Mr. Price	Aye	Mr. Wines	Aye	Mr. Cooke	Aye	
	Mr. White	Aye	Mr. Pell	Aye		<u>VW10-30</u>

Without further business a motion was made by Mr. White and seconded by Mr. Pell to adjourn tonight’s meeting at 9:46. The motion was passed by the following vote.

Mr. Price	Aye	Mr. Wines	Aye			
	Mr. White	Aye	Mr. Pell	Aye		<u>VW10-31</u>

Chairman Price declared the meeting adjourned at 9:46 P.M.

Respectfully submitted,
Kristin White, Secretary