

REGULAR MEETING

SOUTHAMPTON FIRE DISTRICT

NOVEMBER 9, 2006

A Regular Meeting of the Board of Fire Commissioners of the Southampton Fire District was called to order by Chairman Press in the Library of the Tuckahoe School, 468 Magee Street, Southampton, New York, in accordance with the notice provided to the news media, copy of which is attached hereto. The meeting opened at 7:31 PM with the salute to the flag followed by a moment of silence.

PRESENT: Commissioners Robert Grisnik, W. Mark Press, David Price, Treasurer Mike Hadix and Secretary Bette-jeanne H. Schreier

ABSENT: Commissioners Harald G. Steudte and Thomas B. White

GUESTS: Nicole Hadix

Chief's Report – No verbal report. A written "Incident Report Statistics – October 12 – November 9, 2006" was received in the mail. A copy of this report is attached to these minutes.

A motion was made by Mr. Grisnik and seconded by Mr. Price to accept the minutes of the Regular Meeting of October 12, 2006 as presented. The motion was approved by the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye	
Mr. Press	Aye			<u>VS3-110</u>

A motion was made by Mr. Price and seconded by Mr. Grisnik to approve the 10 plus 2 vouchers presented by Treasurer Hadix for payment. The motion was approved by the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye	
Mr. Press	Aye			<u>VS3-111</u>

The Treasurer's Report was reviewed (a copy attached herein). A motion was made by Mr. Price and seconded by Mr. Grisnik to accept the Treasurer's Report as presented. The motion was approved by the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye	
Mr. Press	Aye			<u>VS3-112</u>

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

Committee Reports

Fire District Budget – No report

Fire Protection Contract – Mr. Grisnik spoke with the Village of Southampton Administrator James Van Nostrand on November 8, 2006. He indicated that a tentative contract would be reviewed today, November 9, 2006 at the regular Village of Southampton Board Meeting. A copy of the contract was not available for this meeting. Treasurer Hadix also spoke with Mr. Van Nostrand. The Board members have indicated that the Village still wants to hold the \$200,000 in reserve funds. The biggest issue is what would happen to the reserve accounts if there was a split.

Long Range Planning – No report

Wells, Hydrants & Water Main – Commissioner Price and members of the Junior Fire Department are in the process of completing the project of marking the fire hydrants in the district with reflective posts.

Old Business – The Community Service program has been established. A list of people is available. The fire district should provide vests, gloves, safety glasses, garbage bags, etc. for any person from the list who will clean around the hydrants. Commissioner Steudte will coordinate with the Town of Southampton Community Service program.

New Business - Mr. Price presented a resume from Charles R. Jennings, Ph.D., MIFire E, a consultant who has been contacted by Shelter Island and Shelter Island Heights regarding unification.

On motion made by Mr. Press and seconded by Mr. Grisnik, Commissioner Price is authorized to contact Mr. Jennings to find out what items are needed for a feasibility study for unification. The motion was approved by the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye
Mr. Press	Aye		

VS3-113

Treasurer Michael Hadix attended a seminar on Monday, October 16, 2006, on “Fire District Accountability What You Need to Know about new Legislation Audits – Internal & External”. He distributed handouts from the seminar and summarized highlights of the meeting regarding new state laws affecting fire district. The Code of Ethics Other important items discussed were mandatory financial training for all commissioners taking office after January 27, 2007. An annual audit is required within 180 days after the fiscal year. Also a proposal must be sent to several accounting firms

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prior to appointing one for our use. Each district can engage an accountant for no more than a five year term. An internal audit or reconciliation are highly suggested within each fire district. A new law states that each district must hold a hearing on the third Tuesday in October for the Annual Budget and the resulting budget must be submitted not later than November 20<sup>th</sup> of any given year. Every special election has to be on a Tuesday night. You have to have a referendum to create a reserve fund and each district is subject to a permissive referendum to spend monies in dedicated reserve accounts. A vote is necessary for spending of funds from a general reserve account.

A motion was made by Commissioner Press, seconded by Commissioner Price, and carried unanimously, that the following resolution be adopted, effective immediately:

RESOLVED, that pursuant to the General Municipal Law and the Town Law of the State of New York, the Southampton Fire District hereby establishes two Capital Reserve Funds as follows:

1. "Building Reserve Fund" – Monies accumulated in this fund are to be used for the acquisition of real property and/or the acquisition, construction and/or reconstruction of capital improvements, including structures and site improvements, upon the real property of the Fire District, including architectural, engineering and other fees associated therewith.
2. "Apparatus and Equipment Reserve Fund" - Monies accumulated in this fund are to be used for the acquisition, equipping and outfitting of apparatus, and the acquisition of portable equipment, to be used by and for the Fire District. Examples of apparatus include: pumper trucks, ladder trucks, rescue trucks, brush trucks, and chief's vehicles. Examples of portable equipment include: SCBA bottles and units, turn-out gear, hose, and portable communications equipment. These examples are meant to be illustrative only and not to limit in any manner the purposes for which such funds may be legally expended.
3. The Fire District Treasurer is hereby directed to open the two aforementioned accounts in the names and manner set forth above as follows:
  - a. Building Reserve Fund – an opening deposit in the amount of \$1,000,000 at Hamptons State Bank.
  - b. Apparatus and Equipment Reserve Fund – an opening deposit in the amount of \$ 10,000 at Hamptons State Bank.
4. No maximum amount is established for each Capital Reserve Fund.

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Each fund shall accrue and be invested according to the needs and best interests of the Southampton Fire District, as determined from time to time.

The motion was approved by the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye
Mr. Press	Aye		

VS3-114

On a motion made by Mr. Grisnik and seconded by Mr. Price, the following is the amended annual election notice of the Southampton Fire District to include a proposition for the office of Treasurer of the Southampton Fire District be made an appointive position.

**ANNUAL ELECTION OF  
SOUTHAMPTON FIRE DISTRICT  
DECEMBER 12, 2006**

**PLEASE TAKE NOTICE** that the Annual Election of the Southampton Fire District will take place on December 12, 2006, between the hours of 6:00 PM and 9:00 PM at the Library of the Tuckahoe School, 468 Magee Street, Southampton, New York, for the purpose of electing one Commissioner for a five year term commencing on January 1, 2007 and ending on December 31, 2011.

Candidates for the District Office of Commissioner shall file a written notice with the Secretary of the Fire District no later than November 22, 2006. Such notice must designate the specific office (Commissioner) the candidate seeks election to and contain the name, address (not P.O. Box), and signature of the candidate.

**NOTICE** is further given that the following proposition shall be presented to the qualified voters of the Fire District at said Annual Election:

PROPOSITION

SHALL the office of Treasurer of the Southampton Fire District be made an appointive position, as permitted by New York State Town Law Section 176, Subdivision 2-a, upon the expiration of the term of office of the incumbent Fire District Treasurer on December 31, 2007?

All residents of the Fire District duly registered with the Suffolk County Board of Elections as of November 20, 2006 shall be eligible to vote.

Dated: November 9, 2006

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BY ORDER OF THE BOARD OF FIRE  
COMMISSIONERS OF THE  
SOUTHAMPTON FIRE DISTRICT  
Town of Southampton, Suffolk County, New York

By: BETTE-JEANNE HALSEY SCHREIER  
Fire District Secretary

The motion was approved by the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye	
Mr. Press	Aye			<u>VS3-115</u>

On motion made by Mr. Grisnik and seconded by Mr. Press, the board agrees to place Nicole Hadix on the payroll at the rate of \$22.50 per hour for training time while learning secretarial duties of the Southampton Fire District which she will assume on January 1, 2007. The motion was passed by the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye	
Mr. Press	Aye			<u>VS3-116</u>

There being no further business to be brought before the Regular Meeting of the Board of Fire Commissioners, a motion was made by Mr. Grisnik and seconded by Mr. Price to adjourn the meeting. The motion was passed by the following vote.

Mr. Grisnik	Aye	Mr. Price	Aye	
Mr. Press	Aye			<u>VS3-117</u>

Chairman Press declared the meeting adjourned at 8:24 PM.

Respectfully submitted,

Bette-jeanne H. Schreier  
Secretary