

REORGANIZATIONAL MEETING MINUTES - FINAL
EAST CLINTON FIRE DISTRICT
JANUARY 15, 2020

ATTENDEES:

Commissioners:

Stephen Forschler, Robert Trzcinski, Byron Calame, Michael DiGiacomio and Russell Tompkins

Treasurer: Robert Simon

Secretary: Karen Buechele

Attorney: Roderick MacLeod

Accountant: James Passikoff

Upon Motion made and seconded, the following resolution was approved: be it resolved to nominate Robert Simon as Temporary Chair of the Fire District.

Motion: Commissioner Trzcinski

Second: Commissioner Calame

Poll of Commissioners:

Robert Trzcinski Aye

Stephen Forschler Aye

Michael DiGiacomio Aye

Russell Tompkins Aye

Motion Carried 4-0

Treasurer Robert Simon called the meeting to order at 7:00 p.m.

The Oaths of Office were administered by Secretary Karen Buechele to Russell Tompkins and Robert Simon who signed their Oaths of Office.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to nominate Stephen Forschler as the 2020 Chairman of the Fire District.

Motion: Commissioner DiGiacomio

Second: Commissioner Trzcinski

Poll of Commissioners:

Russell Tompkins Aye

Robert Trzcinski Aye

Michael DiGiacomio Aye

Stephen Forschler Aye

Motion carried 4-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to nominate Robert Trzcinski as the 2020 Vice-Chairman of the Fire District.

Motion: Chairman Forschler

Second: Commissioner DiGiacomio

Poll of Commissioners:

Russell Tompkins Aye

Robert Trzcinski Abstain
Michael DiGiacomio Aye
Stephen Forschler Aye
Motion carried 3-0-1.

Poll of Commissioners:

Upon Motion made and seconded, the following resolution was approved: be it resolved to nominate Karen Buechele as the 2020 secretary.

Motion: Commissioner Trzcinski **Second:** Commissioner Tompkins

Poll of Commissioners:

Russell Tompkins Aye
Robert Trzcinski Aye
Michael DiGiacomio Aye
Stephen Forschler Aye
Motion carried 4-0.

Upon motion made and seconded for discussion, the following resolution was approved: be it resolved that the Secretary shall be paid a salary of \$22,000 for the year 2020 as per the 2020 budget.

Motion: Commissioner Trzcinski **Second:** Commissioner DiGiacomio

Poll of Commissioners:

Michael DiGiacomio Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Stephen Forschler Aye
Motion carried 4-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to appoint Roderick J. MacLeod of Mackey, Butts & Wise LLP as the attorney for the Fire District for 2020.

Motion: Chairman Forschler **Second:** Commissioner Tompkins

Poll of Commissioners:

Michael DiGiacomio Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Stephen Forschler Aye
Motion carried 4-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to designate the Northern Dutchess News as the official newspaper of the District for 2020.

Motion: Chairman Forschler **Second:** Commissioner DiGiacomio

Poll of Commissioners:

Russell Tompkins Aye
Robert Trzcinski Aye
Michael DiGiacomio Aye
Stephen Forschler Aye
Motion carried 4-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to utilize The Bank of Millbrook as the official bank for the District.

Motion: Chairman Forschler **Second:** Commissioner Tompkins

Poll of Commissioners:

Robert Trzcinski Aye
Michael DiGiacomio Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Motion carried 4-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to designate with the authority Commissioner Forschler to audit the checks and financial records of the Fire District.

Motion: Chairman Forschler **Second:** Commissioner Trzcinski

Poll of Commissioners:

Michael DiGiacomio Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Stephen Forschler Aye
Motion carried 4-0.

Upon Motion made, seconded and discussion held, the following resolution was approved: be it resolved to designate with authority to sign checks Commissioners Calame and Tompkins to compliment Robert Simon, Treasurer.

Motion: Chairman Forschler **Second:** Commissioner Trzcinski

Poll of Commissioners:

Michael DiGiacomio Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Stephen Forschler Aye
Motion carried 4-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to set the Commissioners Board Meeting dates as the following dates, time and places: The Wednesday following the second Monday of each month at 7:00 PM, at the East Clinton Fire Station as follows:

January 15
February 12
March 11
April 15
May 13
June 10
July 15

August 12
September 16
October 14
October 10 – Budget Hearing
November 11
December 08- Election
December 16

Motion: Chairman Forschler

Second: Commissioner Tompkins

Poll of Commissioners:

Russell Tompkins Aye
Robert Trzcinski Aye
Michael DiGiacomio Aye
Barney Calame Aye (arrived 7:15 p.m.)
Stephen Forschler Aye
Motion carried 5-0.

The schedule will be posted on the District and Town’s websites and posted on the bulletin board at the Firehouse.

Upon Motion made and seconded, the following resolution was approved: be it resolved to approve Memberships and Dues to the following associations:

- NYS Association of Fire Chiefs
- Association of Fire Districts – Dutchess County
- Fire Chiefs Council of Dutchess County
- FASNY

Motion: Chairman Forschler

Second: Commissioner Trzcinski

Poll of Commissioners:

Barney Calame Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Michael DiGiacomio Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to approve authorization for the Treasurer, working in conjunction with Mr. Passikoff, to submit the Annual 2019 Treasurer’s report to Comptroller’s office by 2/28/20 (also known as AUD)

Motion: Chairman Forschler

Second: Commissioner DiGiacomio

Poll of Commissioners:

Russell Tompkins Aye

Robert Trzcinski Aye
Michael DiGiacomio Aye
Barney Calame Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was made: be it resolved to approve the renewal of the Treasurer's bonds with the District insurance company.

Motion: Chairman Forschler **Second:** Commissioner Calame

Poll of Commissioners:

Barney Calame Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Michael DiGiacomio Aye
Stephen Forschler Aye

Motion carried 5-0. The board will re-visit commissioners' bonding after a decision is made on the insurance.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to appoint the 2020 Committees as follows:

Motion: Chairman Forschler **Second:** Commissioner Calame

House Committee:	Commissioners Forschler and DiGiacomio
Check Audit Committee:	Commissioners Tompkins, Calame, and Forschler
Apparatus Committee:	Commissioners Forschler and DiGiacomio
Policy Committee:	Commissioners Trzcinski and Forschler
Insurance Liaison:	Commissioner Trzcinski
Medical Liaison (TEK):	Commissioner Forschler
LOSAP Liaison:	Commissioner Trzcinski
Safety Liaison:	Commissioner Forschler
Election:	Secretary Buechele
Website:	Commissioner Forschler
Records Retention:	Commissioners Trzcinski and Tompkins
Annual Dinner:	Commissioners Forschler and DiGiacomio
Audit Liaison	Commissioner Trzcinski

Poll of Commissioners:

Barney Calame Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Michael DiGiacomio Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved to set the mileage rate for approved travel as the rate set by the Internal Revenue Service for 2020 and the travel allowances established by IRS Regulation 1542.

Motion: Chairman Forschler **Second:** Commissioner Trzcinski

Poll of Commissioners:

Barney Calame Aye
Russell DiGiacomio Aye
Robert Trzcinski Aye
Michael Tompkins Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made and seconded, the following resolution was approved: be it resolved, any district vehicles used for district activities including classes or lectures on or off site, calls or alarms, drills or acts outside the district and other activities as approved by the board are to be covered under VFBL and that any active members participating in company activities including fundraisers and parades as approved by the district be covered under VFBL with the onus on the company and district chief coming to the Board of Commissioners meeting prior to the event for approval. Non-active members who participate in company activities would be covered under the district's general liability insurance.

Motion: Chairman Forschler **Second:** Commissioner Trzcinski
Mr. MacLeod and Linda Flanagan have to see this and bless it.

Poll of Commissioners:

Barney Calame Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Michael DiGiacomio Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon motion made, seconded and discussion held, the following resolution was approved: be it resolved if any company vehicles will be taken out of the district, a company representative must be at the Board of Commissioners meeting beforehand to obtain approval as recommended by the Chief of the District.

Motion: Chairman Forschler **Second:** Commissioner Trzcinski

Poll of Commissioners:

Michael DiGiacomio Aye
Barney Calame Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to establish a petty cash fund for \$100.00 for emergencies only.

Motion: Chairman Forschler **Second:** Commissioner Calame

After discussion where it was determined that the petty cash fund was eliminated last year and there does not appear to be a need for it, Chairman Forschler, with the agreement of Commissioner Calame, withdrew the motion.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved to permit the treasurer to pay in advance of audit, the following: lights & utilities, postage & freight, bond payments, re-occurring salaries, phone charges, health insurance, liability and other insurance charges, and other regularly recurring submittals by vendors .

Motion: Chairman Forschler **Second:** Commissioner Trzcinski

Poll of Commissioners:

Michael DiGiacomio Aye
Barney Calame Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved that the Treasurer shall be paid a salary of \$13,200 for the 2020 year.

Motion: Chairman Forschler **Second:** Commissioner Calame

Poll of Commissioners:

Russell Tompkins Aye
Barney Calame Aye
Michael DiGiacomio Aye
Robert Trzcinski Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved that the authorized rescue squad captains and district chief are pre-approved to spend up to \$500.00 as they see fit to maintain supplies and other essential equipment without prior approval.

Motion: Chairman Forschler **Second:** Commissioner Calame

Poll of Commissioners:

Russell Tompkins Aye
Robert Trzcinski Aye
Michael DiGiacomio Aye
Barney Calame Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved that the Board appoint Karen Buechele as LOSAP records keeper for the District for the year 2020 at a rate of \$25.00 per hour to be paid once annually in December.

Motion: Chairman Forschler **Second:** Commissioner Trzcinski
It was noted that last year, the LOSAP payment was \$425.00.

Poll of Commissioners:

Michael DiGiacomio Aye
Barney Calame Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved that the Board appoint Jim Passikoff of Passikoff and Scott, Certified Public Accountants, for the year 2020 at a rate of \$1,550 per month.

Motion: Chairman Forschler **Second:** Commissioner Trzcinski

Poll of Commissioners:

Michael DiGiacomio Aye
Barney Calame Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Stephen Forschler Aye
Motion carried 5-0.

Upon Motion made, seconded and discussion held the following resolution was approved: be it resolved the commissioner representatives for the Building Facilities Committee be Commissioners DiGiacomio and Tompkins.

Motion: Chairman Forschler **Second:** Commissioner Trzcinski

Poll of Commissioners:

Barney Calame Aye
Russell Tompkins Aye
Robert Trzcinski Aye
Michael DiGiacomio Aye
Stephen Forschler Aye
Motion carried 5-0.

Chairman Forschler appointed Bill Baldwin and Arthur Weiland as the civilian representatives.

A Motion was made and seconded to adjourn the Reorganization Meeting at 7:45 p.m.

Motion: Commissioner Tompkins

Second: Chairman Forschler

Poll of Commissioners:

Russell Tompkins Aye

Robert Trzcinski Aye

Michael DiGiacomio Aye

Barney Calame Aye

Stephen Forschler Aye

Motion carried 5-0.

Respectfully submitted,

Karen Buechele, Secretary
East Clinton Fire District