

ORGANIZATIONAL MEETING

SOUTHAMPTON FIRE DISTRICT

JANUARY 6, 2010

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 7:30 PM, on Wednesday, January 6, 2010, 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, Robert Grisnik, David Price, Harald Steudte, Tom White, Treasurer Mike Hadix and Secretary Kristin White

ABSENT: N/A

GUESTS: Ex-Chief Joseph Corr, MaryAnn Milton

Mr. Hadix stated that the purpose of the meeting was the organization of the Southampton Fire District Board of Commissioners for the year 2010.

As the first order of business, nominations for Chairperson of the Board for 2010 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 2010 was received as follows:

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. Steudte	Aye	
	Mr. White	Aye				<u>VW7-1</u>

Mr. Grisnik was declared the elected Chairperson of the Board of Commissioners for 2010 and Chairperson Grisnik assumed charge of the meeting.

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

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. White	Aye	
		Mr. Steudte	Aye			<u>VW7-2</u>

Chairman Grisnik congratulated Mr. David Price on his re-election as a Board member. Commissioner Price needs to be sworn in at the Town Clerk's office.

Resolution was presented for adoption by Commissioner **Grisnik**, seconded by Commissioner **Price**, that Kristin White be appointed Secretary for 2010 at an hourly rate of \$25.00. The resolution was duly adopted by the Board on the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. White	Aye
	Mr. Steudte	Aye			<u>VW7-3</u>

Resolution was presented for adoption by Commissioner **White**, seconded by Commissioner **Price**, that MaryAnn Milton be appointed Treasurer for 2010 at an hourly rate of \$25.00. The resolution was duly adopted by the Board on the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. White	Aye
	Mr. Steudte	Aye			<u>VW7-4</u>

Resolution was presented for adoption by Commissioner **Grisnik**, seconded by Commissioner **Price**, that Michael Hadix be appointed as Commissioner to the Board for 2010 in conjunction with chapter 1:30 Vacancies on the Board as outlined in the New York Fire District Officer's Guide. Whenever a vacancy shall occur or exist, the board of fire commissioners may appoint a qualified person as commissioner to fill such vacancy. As the position is being filled after January 1, 2010 the appointed person shall serve until December 31, 2010. At that time the appointed person may run for election.

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. White	Aye
	Mr. Steudte	Aye			<u>VW7-5</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. **White** and approved on a vote of the Board as follows:

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. White	Aye
	Mr. Steudte	Aye	Mr. Hadix	Aye	<u>VW7-6</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 March 11, 2009; seconded by Commissioner Steudte and approved by the following vote:

Mr. Andrews	Aye	Mr. Price	Aye	Mr. White	Aye
Mr. Grisnik	Aye		Mr. Steudte	Aye	<u>VW7-7</u>

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

- Thursday – February 4, 2010
- Thursday – March 11, 2010
- Thursday – April 8, 2010
- Thursday – May 13, 2010
- Thursday – June 10, 2010
- Thursday – July 8, 2010

Thursday – August 12, 2010
Thursday – September 9, 2010
Thursday – October 14, 2010
Thursday – November 11, 2010
Thursday – December 9, 2010

Budget Hearing – October 19, 2010
District Elections – December 7, 2010

The motion was approved by the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. White	Aye	
	Mr. Steudte	Aye	Mr. Hadix	Aye		<u>VW7-8</u>

Motion by Commissioner **Hadix** to designate “The Southampton Press” as the official newspaper for 2010, 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. Grisnik	Aye	Mr. Price	Aye	Mr. White	Aye	
	Mr. Steudte	Aye	Mr. Hadix	Aye		<u>VW7-9</u>

Resolution was duly adopted on motion by Commissioner **Price**, seconded by Commissioner **White**, 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. Grisnik	Aye	Mr. Price	Aye	Mr. White	Aye	
	Mr. Steudte	Aye	Mr. Hadix	Aye		<u>VW7-10</u>

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

Motion by Commissioner **Price** 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. Grisnik	Aye	Mr. Price	Aye	Mr. White	Aye	
	Mr. Steudte	Aye	Mr. Hadix			<u>VW7-11</u>

Motion by Commissioner **Hadix** 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 **White** and approved by the following vote of the Board:

Mr. Grisnik Aye Mr. Price Aye Mr. White Aye
Mr. Steudte Aye Mr. Hadix Aye VW7-12

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 **Price**, and duly carried on the following vote:

Mr. Grisnik Aye Mr. Price Aye Mr. White Aye
Mr. Steudte Aye Mr. Hadix Aye VW7-13

Motion by Commissioner **Hadix** 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. Grisnik Aye Mr. Price Aye Mr. White Aye
Mr. Steudte Aye Mr. Hadix Aye VW7-14

Motion by Commissioner **Steudte**, seconded by Commissioner **Price**, 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. Grisnik Aye Mr. Price Aye Mr. White Aye
Mr. Steudte Aye Mr. Hadix Aye VW6-15

Motion by Commissioner **Hadix**, seconded by Commissioner **Price** to review and renew the District Policies annually. The Procurement Policy and Investment Policy will remain unchanged for 2010. Motion carried by the following vote:

Mr. Grisnik Aye Mr. Price Aye Mr. White Aye
Mr. Steudte Aye Mr. Hadix Aye VW7-16

Motion by Commissioner **Price**, seconded by Commissioner **White** to review and renew the Code of Ethics annually. The Code of Ethics will remain unchanged for 2010. Motion carried by the following vote:

Mr. Grisnik Aye Mr. Price Aye Mr. White Aye
Mr. Steudte Aye Mr. Hadix Aye VW6-17

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

Mr. Grisnik Aye Mr. Price Aye Mr. White Aye
Mr. Steudte Aye Mr. Hadix Aye VW7-18

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 **Steutde** and carried by the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. White	Aye
	Mr. Steutde	Aye	Mr. Hadix	Aye	<u>VW7-19</u>

Motion by Commissioner **Hadix** 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 cents for 2010); seconded by Commissioner **Price** and carried by the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. White	Aye
	Mr. Steutde	Aye	Mr. Hadix	Aye	<u>VW7-20</u>

Chairman **Grisnik** appointed the following committees to the Board of Commissioners for 2010:

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 Steutde

At this time the regular meeting of the Southampton Fire District will continue as per the January 6, 2010 agenda.

Mr. Grisnik approved the minutes for motion. A motion was made by Mr. White and seconded by Mr. Hadix to accept the minutes of the Regular Meeting of December 10, 2009. The motion was approved by the following vote:

Mr. Grisnik	Aye	Mr. Price	Mr. Steutde	Aye	
	Mr. White	Aye	Mr. Hadix	Aye	<u>VW7-21</u>

Chief’s Report: N/A

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

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. Steudte	Aye	
Mr. White	Aye	Mr. Hadix	Aye			<u>VW7-22</u>

The Treasurer's Report was reviewed including but not limited to, end of 2009 year account balances, income/expenses for the year to date, 2010 tax levy receipts, all reports are attached herein. A motion was made by Mr. Price and seconded by Mr. Steudte to approve the Treasurer's Report as presented. The motion was approved by the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. Steudte	Aye	
Mr. White	Aye	Mr. Hadix	Aye			<u>VW7-23</u>

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

Committee Reports-

Fire District Budget -

Fire Protection Contract – The District is entering the first year of a 3 year contract with the Village of Southampton for fire protection. The first payment to the Village of Southampton will be due in February.

Long Range Planning – Mr. White was able to spend some time with and conduct his interview with Charles Jennings of Manitou Inc. after our meeting of December 10, 2009. We have since received a request for Data pertaining to the following sectors, the Southampton Fire District, the Town of Southampton, The Village of Southampton and the Southampton Village Fire Department. The Commissioners discussed who would be the point of contact in each of these sectors. The secretary disclosed her contact at with the Town for the creation of digital mapping. The outgoing treasurer will provide all financial materials needed. The secretary will dissect the data request to insure the correct data is asked of the correct sectors.

Wells, Hydrants & Water Mains – The Commissioners with Mr. Corr discussed the problems with the last snow storm where 28 inches of snow fell in 24hrs. The road clearing was at a slow pace with many of the outlying areas remaining up plowed for 48 hrs and many roads only plowed one lane wide. There is a concern with the access for emergency response to the areas where plowing lagged by days post storm. There were many instances where privately hired snow plows “plowed in” hydrants; i.e. piled snow towards hydrants in some instances placing 6 feet of snow over hydrants. Fortunately the snow melted within a week but had it remained cold it would be a huge financial undertaking to free all hydrants in the district. The question was raised as to liability of these buried hydrants, is it the District, the SCWA, or even the private snow plows or

business/residents who hired them. The District will check with counsel as to the liability of hydrant snow removal. It was addressed that this is not a regular occurrence and could be seen as a “20 year” storm.

Old Business – A proposal from William Glass to continue with our legal representation for the year of 2010 was reviewed by the Commissioners.

A motion was made by Mr. White and seconded by Mr. Hadix to continue to retain William F. Glass Jr. as legal representation for 2010. The motion was passed by the following vote:

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. Steudte	Aye	
	Mr. White	Aye	Mr. Hadix	Aye		<u>VW6-24</u>

New Business – N/A

Recognition: Public Participation – Mr. Corr thanked the Board for the letter of condolence sent after the passing of his son.

A motion was made by Mr. Steudte and seconded by Mr. Hadix to adjourn tonight’s meeting. The motion was passed by the following vote.

Mr. Grisnik	Aye	Mr. Price	Aye	Mr. Steudte	Aye	
	Mr. White	Aye	Mr. Hadix	Aye		<u>VW6-25</u>

Chairman Grisnik declared the meeting adjourned at 8:17 P.M.

Respectfully submitted,
Kristin White, Secretary