

REXFORD FIRE DISTRICT 2018 ORGANIZATIONAL MEETING

JANUARY 8, 2018

The meeting was called to order by Linda Van Schaick, Secretary/Treasurer and Presiding Officer at 7:01 p.m.

Members of the Board of Fire Commissioners present: P. Van Schaick, L. Gates, R. Counterline, S. Lessard, R. Cote, L. Van Schaick

Members of the Fire Company present: G. Kreig, A. Cote, R. Paquin.

R. Paquin presented prospective member, Don Seguin of 9 Lee Avenue, Rexford, NY 12148, for Board approval. Don has 10 years of hospital experience and is a medical assistant.

The following resolution was passed by unanimous vote on a motion by P. Van Schaick/S. Lessard.

BE IT RESOLVED that Larry Gates is hereby appointed as Chairman of the Board of Commissioners of the Rexford Fire District.

The following resolution was passed by unanimous vote on a motion by S. Lessard/P. Van Schaick.

BE IT RESOLVED that the regular meetings of the Rexford Fire District will be held on the second Monday of the month at 7:00 p.m. at the Rexford Firehouse located at 1601 Route 146, Rexford, New York 12148. The location and time of the meeting may be changed by further resolution of the Board of Fire Commissioners upon proper notification to the local media of such change.

The following resolution was passed by unanimous vote on a motion by R. Cote/S. Lessard.

BE IT RESOLVED that Linda Van Schaick is hereby appointed secretary of the Rexford Fire District. Said secretary is also appointed the Public Information Officer of the Rexford Fire District.

The following resolution was passed by unanimous vote on a motion by R. Cote/P. Van Schaick.

BE IT RESOLVED that the Gazette Newspaper is the designated Official Newspaper of the Rexford Fire District. This publication is in general circulation within the Rexford Fire District.

The following resolution was passed by unanimous vote on a motion by P. Van Schaick/R. Cote.

BE IT RESOLVED that the Rexford Fire District will maintain membership in the following organizations:

- Association of Fire District of the State of New York
- New York Association of Fire Chief's.

The following resolution was passed by unanimous vote on a motion by R. Cote/S. Lessard.

BE IT RESOLVED that the Treasurer of the Rexford Fire District is authorized to pay in advance of an audit by this Board of Fire Commissioners of the Rexford Fire District the following claims. Such claims must be presented to the next meeting of the Board of Fire Commissioners of the Rexford Fire District for audit:

- Utility payment to National Grid
- Telephone payment to Time Warner/Spectrum

- Cell phones payment to Verizon
- Roadrunner payment to Time Warner/Spectrum
- Payment to the U.S. Postmaster for postage expenses
- Water payment to the Town of Clifton Park.

The following resolution was passed by unanimous vote on a motion by S. Lessard/R. Cote.

BE IT RESOLVED that the fire district treasurer is hereby authorized within sixty days after the end of the fiscal year to submit to this Board of Fire Commissioners a copy of the annual report required by General Municipal Law Section 30, in lieu of a written statement showing receipts and disbursements for the preceding fiscal year. This authorization shall remain in effect until rescinded by this Board of Fire Commissioners.

The following resolution was passed by unanimous vote on a motion by P. Van Schaick/R. Cote.

BE IT RESOLVED that the Rexford Fire District will continue with Penflex as the administrator of the Service Award Program with RBC Wealth Management as financial advisor.

The following were appointed or established by unanimous vote on a motion by R. Cote/S. Lessard.

- The surety bond of the Treasurer shall be maintained at the recommended amount by the insurance company;
- Official Bank: 1st National Bank of Scotia;
- Attorney William Young;
- Signer of checks: Linda Van Schaick, Treasurer;
- Signer of credit cards: L. Gates, Linda Van Schaick, G. Kreig, A. Cote, N. Paquin.

The Fire Department Officers have been submitted for approval as follows (see Attachment A):

- Chief, Glenn Kreig
- 1st Assistant Chief, Nathan Paquin
- 2nd Assistant Chief, Aaron Cote

Chairman L. Gates requested an adjournment to Executive Session at 7:25 p.m. to discuss the slate of officers as presented.

The Organizational Meeting resumed at 7:36.

A motion to approve the slate of Chief Officers as presented was declined with the following votes: P. Van Schaick, No; R. Countermine, Abstain; S. Lessard, Yes; R. Cote, No; L. Gates, No.

The District Procurement Policy was reviewed and it was agreed that no changes are required at this time on a motion by P. Van Schaick/S. Lessard. Service Award Program: It was noted that awarding of points will remain the same for 2018 with the approval of a motion by P. Van Schaick/S. Lessard.

Committee Chairs for the Board of Fire Commissioners were approved by Unanimous consent of the Board on a motion by R. Cote/S. Lessard:

- Building Maintenance: R. Countermine, R. Cote, L. Gates
- Building Usage: R. Countermine
- Communications: S. Lessard

- Fire Equipment & Apparatus: L. Gates
- Service Award Program: P. Van Schaick
- Insurance: P. Van Schaick
- District Long Range Planning: P. Van Schaick, S. Lessard, R. Cote, L. Gates, R. Counterline
- Grant Writer: M. Penzotti
- Budget Committee: Board Members, Treasurer
- New Legislation Committee: P. Van Schaick, S. Lessard.

The following were appointed or established by unanimous consent of the Board on a motion by R. Cote/S. Lessard:

- Vander Molen Repair will be the provider of emergency repairs of fire apparatus breakdowns.
- Smith's Automotive will be the provider for small repairs to the fire equipment.
- Integrity Electric will be the provider for electrical repairs.
- RMB Heating & Cooling will be the provider for heating and air conditioning repairs.
- Milton Caterpillar will be the provider for generator repairs.
- North Country Xerographics will be the provider for copier maintenance and repairs.
- Apex Sewer & Drain Cleaning Service

Approval to adjourn the meeting at 7:50 p.m. was given on a motion by R. Cote/S. Lessard.

Respectfully submitted,

Linda Van Schaick
Secretary