

Minutes of the Organizational Meeting of the Claryville Fire District

January 4, 2022

Meeting called to order by temporary Chairman Anne-Marie Kremer at 6:30PM.

Present: Dan Forger, Commissioners: Terry McNamarra, Tom Matthews, Dave White, Glenn VanDenBerg,

Members of the Public: Mike Schiffer, Chantal Forger.

Temporary Chairman, Anne-Marie Kremer, administered the Oath of Office to newly elected Commissioner Daniel B. Forger. The Oath was verified by Anne-Marie Kremer.

A Motion was made by Terry, Seconded by Dave to appoint Dan Forger, Chair of the Board of Fire Commissioners for 2022. None Opposed. Dan Forger administered and verified the Oath of Office for Treasurer to Paul Metzger and administered and verified the Oath of Office for Secretary to Anne-Marie Kremer. The Secretary will file all Oaths with the Town Halls of Nevesink and Denning.

Resolution 1.1 : A Motion was made by Tom and Seconded by Terry to set the regular monthly meeting to be held at the Claryville Fire Department Warren Cole Hall every first Tuesday of the month at 6:30 PM. None Opposed. The location and time can be changed by further resolution or by State requirement upon proper notification to the official CFD publication.

Resolution 1.2: Designation of Anne-Marie Kremer as District Secretary with a yearly salary of \$2,000.00 was made Upon Motion by Dan, Seconded by Dave. None Opposed. Said Secretary is also appointed the Public Information Officer of the Claryville Fire District. An Oath of Office was administered by Dan.

Resolution 1.3: Designation of Paul Metzger as District Treasurer with a yearly salary of \$4,000.00 was made Upon Motion by Dan, Seconded by Tom. None Opposed. Dan administered the Oath of Office.

Resolution 1.4: A Motion was made by Dan and Seconded by Terry to appoint William Young of Young, Fenton, Kelsey & Brown as attorney for the Claryville Fire District.

Resolution 1.5: A Motion was made by Dan, Seconded by Tom, None Opposed to designate the Tri-Valley Townsman as the official newspaper.

Resolution 1.6: A Motion was made by Dan, Seconded by Tom, None Opposed to maintain membership in the following organizations:

Association of Fire Districts of the State of New York (AFDSNY)

Association of Fire Districts Ulster County (AFDUC)

Association of Fire Districts Sullivan County (AFDSC)

Fireman's Association of the State of New York (FASNY)

Resolution 1.7: Dan made the Motion, Seconded by Tom, None Opposed to maintain membership in the following Chief's organizations:

New York State Association of Fire Chiefs (NYSAFC)

Ulster County Volunteer Fireman's Association (UCVFA)

Sullivan County Volunteer Fireman's Association (SCVFA)

National Fire Protection Association (NAFA)

Resolution 1.8 : A Motion was made by Dan, Seconded by Terry, None Opposed to renew the annual Truck House leases for an annual rental of \$12,000.00 paid monthly, and the Frost Valley Truck House for an annual rental of \$1.00.

Resolution 1.9: Dan made the Motion, Seconded by Tom, None Opposed to authorize the Treasurer to pay in advance of an audit by the CFD Board of Commissioners the following bills: Central Hudson, Earl Sheeley Oil - heating and diesel, Verizon, Spectrum and US Post Office expenses.

Resolution 2.0: Dan made the Motion, Seconded by Dave, None Opposed that the Treasurer is authorized within sixty (60) days after the end of the fiscal year to submit to the State Controller and the Fire Commissioners a copy of the annual report required under General Municipal Law Section 30, in lieu of a written statement showing receipt and disbursements for the preceding fiscal year and this authorization shall remain in effect unless rescinded or replaced by the Board by Resolution.

Resolution 3.0: A Motion was made by Dan, Seconded by Terry , None Opposed that the Treasurer maintain CFD accounts with the Catskill Hudson Bank (Grahamsville Branch) and be signer of checks.

Resolution 3.1: A Motion was made by Terry, Seconded by Dan, None Opposed that the Chair of the Audit Committee shall have access to all bank accounts and be authorized to sign checks should the Treasurer be unavailable.

Resolution 4.0: A Motion was made by Dan, Seconded by Tom, None Opposed to establish the following committees:

Budget Committee; members: Paul, Glenn, Tom, Terry

Audit Committee; member: Andy

Policy Committee; members: Tom, Dave

Capital Plan and Trucks Committee; members: Bill Leudemann, Tom, Andy, Glenn

Recruitment Committee; members: Larry Cole, Jenny Lee, Dave

Procurement Committee; member: Terry

Resolution 5.0: Dan made the Motion, Seconded by Tom, None Opposed to maintain the policies reviewed by the Policy Committee. Other Guidance and prior year Board Resolutions including Covid-19 Guidance (approved June 2020) shall also remain in effect as long as appropriate.

Resolution 5.1: Dan made the Motion , Seconded by Tom, None Opposed that forms such as Mileage Reimbursement Form, FOIR Request Form, and Equipment Purchase Request Form shall remain in effect unless replaced or no longer needed.

No additional resolutions having been proposed by the Public or the Board, a Motion was made by Tom, Seconded by Terry, None Opposed to Adjourn: The Meeting was adjourned at 7:01 pm.

Respectfully Submitted,

Anne-Marie Kremer/ Secretary Claryville Fire District