

**FLY CREEK FIRE COMMISSIONERS ORGANIZATIONAL MEETING**

**811 CO HWY 26 FLY CREEK, NEW YORK**

**JANUARY 9, 2024**

**DRAFT**

PRESENT: KEITH DICKISON, SAM HOSKINS, ANTHONY KROKER, PAUL KEHOE, ELIZABETH STAFFIN, PAMELA DEANE (TREASURER), CLAIRE KEPNER (SECRETARY)

THE TWO NEW COMMISSIONERS, ANTHONY KROKER AND PAUL KEHOE WERE SWORN IN BY TOWN CLERK PAM DEANNE

THE MEETING WAS OPENED AT 7 PM BY SECRETARY, CLAIRE KEPNER WITH THE PLEDGE OF ALLEGIANCE.

THE SECRETARY THEN CALLED FOR MOTIONS FOR CHAIR. KEITH DICKISON MADE A MOTION TO HAVE SAM HOSKINS CHAIR, SECONDED BY ANTHONY KROKER AND UNANIMOUSLY APPROVED.

CHAIR HOSKINS FOLLOWED THE AGENDA AND MADE THE FOLLOWING MOTIONS:

APPOINT SECRETARY – CLAIRE KEPNER

APPOINT DEPUTY TREASURER – MEG KIERNAN

ESTABLISH SALARIES FOR SECRETARY AND TREASURER AT \$ 1,2 00.00 A YEAR

OFFICIAL NEWSPAPER - THE DAILY STAR

DATES, TIME AND LOCATION OF BOARD MEETINGS, HEARINGS AND ELECTIONS LOCATION: FIRE HOUSE - MEETINGS: THIRD THURSDAY OF THE MONTH STARTING AT 6;30 WITH REVIEW OF THE BILLS AND OFFICIAL MEETING STARTING AT 7:00 PM

DATE FOR BUDGET HEARING – OCTOBER 17<sup>TH</sup>, 2024 AT 7 PM

DATE FOR ELECTION OF COMMISSIONERS – DECEMBER 10,2024

ACKNOWLEDGE PROCUREMENT OF TREASURE’S AND DEPUTY TREASURER’S BOND/INSURANCE TO BE \$300,000. AND DIRECTED FILING OF A COPY OF THE BOND OR DECLARATION PAGE OF INSURANCE POLICY WITH THE TOWN CLERK,

DESIGNATE THE BANK OF COOPERSTOWN AS OFFICIAL DEPOSITORY

PERMISSION WAS GIVEN TO TREASURER TO PAY INTERNET, FUEL, POSTAGE, ELECTRIC, AND TELEPHONE BILLS MONTHLY UPON RECEIPT

TREASURER IS REQUIRED TO SUBMIT AUD TO THE BOARD OF FIRE COMMISSIONERS WITHIN 60 DAYS AFTER THE END OF THE FISCAL YEAR.

ADOPTION OF SECTION 104-B OF THE GENERAL MUNICIPAL LAW REGARDING DISTRICT PURCHASING PRACTICES, INCLUDING RECOMMENDATIONS FROM NYS COMPTROLLERS AUDIT REPORT.

APPROVED THE MILEAGE REIMBURSEMENT AT THE APPROVED IRS RATES THRU THE YEAR

AUTHORIZED DEFENSE AND INDEMNIFICATIONS OF COMMISSIONERS, DISTRICT EMPLOYEES AND DISTRICT VOLUNTEERS PURSUANT TO PUBLIC OFFICERS LAW (18)

DESIGNATE THE FIRE COMPANY AS THE FIREFIGHTING FORCE FOR THE DISTRICT AND THE DISTRICT AS THE AUTHORITY HAVING JURISDICTION

ALLOW THE CHIEF TO MAKE MUTUAL AID AGREEMENTS

AUTHORIZE DEFENSE AND INDEMNIFICATION DISTRICT VOLUNTEER FIREFIGHTERS PURSUANT TO GENERAL MUNICIPAL LAW (205-G)

AUDIT IS TO BE DONE BY MEG KIERNAN AFTER AUD IS FILED

THE SECRETARY IS DESIGNATED AS DISTRICT RECORDS/FOIL OFFICER

LGS-I (AS MODIFIED) IS DESIGNATED AS RECORD RETENTION POLICY

THE PUBLIC LOCATION FOR POSTING OF OPEN MEETING LAW NOTICES IS THE GENERAL STORE BULLETIN BOARD

APPROVE MEMBERSHIP IN THE ASSOCIATIONS OF FASNY, AND NYDSNY

EXITING LEASES AND CONTRACTS WILL BE REVIEWED

ALL EXISTING POLICIES ARE TO BE RE-ADOPTED AND NEW POLICIES TO BE ADOPTED AS WARRANTED

DUAL SIGNATURES ARE REQUIRED ON CHECKS OF \$100.00 OR MORE

DECLARE THE ANNUAL REVIEW OF WORKPLACE VIOLENCE POLICY WAS CONDUCTED PURSUANT TO 10 NYCRR 806(1)(5) AND NO SUCH REPORTS FOR THE YEAR 2023

AUTHORIZE IN ADVANCE THE USE OF FIRE DISTRICT EQUIPMENT AND APPARATUS FOR USE AT PARADES, WAKES, FIRE PREVENTION DETAILS, AND OTHER EVENTS UPON APPROVAL OF THE CHIEF OR HIS DESIGNEE

ACKNOWLEDGE THE DISTRICT HAS OBTAINED ENHANCED CANCER DISABILITY BENEFITS REQUIRED UNDER GENERAL MUNICIPAL LAW 205-CC BY PROCUREMENT OF AN APPROVED INSURANCE POLICY

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APPOINT CONNIE HOBBIE DISTRICT HISTORIAN

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