

**Monroe Joint Fire District Meeting of January 12, 2015**

A meeting of the Board of Commissioners of the Monroe Joint Fire District of the Town of Monroe, Town of Woodbury, Village of Harriman, Village of Monroe, County of Orange, in the State of New York was held at the Monroe Joint Fire District Meeting Room 406 N. Main St. Monroe, New York on the 12<sup>th</sup> day of January 20115.

Present: Thomas Sullivan	Commissioner
Thomas Smith	Commissioner
John Centofanti	Commissioner
Peter Scrobe	Commissioner
Dominick Pascullo	Commissioner
William Badura	Attorney
Richard Goldstein	Treasurer
Mary Ellen F. Beams	Secretary

Treasurer Goldstein called the meeting to order at 7:10 pm with the pledge of allegiance.

Attorney Badura swore in the newly elected Commissioner Thomas Smith.

**Organizational Meeting**

**Appointment of Chairman**

**On a motion by Commissioner Scrobe, seconded by Commissioner Pascullo the following was**

**Adopted Ayes 4 Commissioners Scrobe, Smith, Centofanti, Pascullo  
Nays 0  
Abstain 1 Sullivan**

**Approval to appoint Thomas Sullivan as Chairman of the Monroe Joint Fire Commission term to expire on 12/31/205.**

Chairman Sullivan proceeded with the orders of the evening.

**Appointment of Deputy Chairman**

**On a motion by Commissioner Scrobe, seconded by Commissioner Pascullo the following was**

**Adopted Ayes 4 Commissioners Scrobe, Pascullo, Sullivan, Centofanti  
Nays 0  
Abstain 1 Smith**

**Approval to appoint Thomas Smith as Deputy Chairman of the Monroe Joint Fire Commission term to expire on 12/31/2015.**

**Notification to Media of Organizational Meeting**

In accordance with the provisions of the Open Meeting Law, this is to advise you that the Board of Fire Commissioners of the Monroe Joint Fire District will hold their organizational meeting at 7:00 pm on Monday, January 12, 2015 at the Monroe Joint Fire District Meeting Room located at 406 N. Main St., Monroe, New York.

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**Appointment of District Secretary**

**On a motion by Commissioner Scrobe, seconded by Commissioner Smith the following was**

**Adopted Ayes 3 Commissioners Scrobe, Smith, Sullivan, Centofanti, Pascullo  
Nays 0**

**Approval to appoint Mary Ellen Beams as secretary for the Monroe Joint Fire District term to expire on 12/ 31/ 2015.**

At this time Attorney Badura swore in secretary Mary Ellen Beams.

**Appointment of District Treasurer**

**On a motion by Commissioner Scrobe, seconded by Commissioner Smith the following was**

**Adopted Ayes 3 Commissioners Scrobe, Smith, Sullivan, Centofanti, Pascullo  
Nays 0**

**Approval to appoint Richard Goldstein as treasurer for the Monroe Joint Fire District term to expire 12/31/2015.**

At this time Attorney Badura swore in s and Treasurer Richard Goldstein.

**Policy for Signing Checks Reviewed and Approved**

**On a motion by Commissioner Scrobe, seconded by Commissioner Pascullo the following was**

**Adopted Ayes 5 Commissioners Scrobe, Pascullo, Sullivan, Smith, Centofanti  
Nays 0**

**Approval that each check requires two signatures one of the treasurer and one of a Commissioner.**

The Commissioner's feel there is no need for a Deputy Treasurer.

**Appointment of Attorney's Firm**

**On a motion by Commissioner Sullivan, seconded by Commissioner Smith the following was**

**Adopted Ayes 5 Commissioners Sullivan, Smith, Centofanti, Scrobe, Pascullo  
Nays 0**

**Approval to appoint Kornfeld, Rew, Newman &Simeone as the law firm to represent the Monroe Joint Fire District.**

**Salaries Fixed for Treasurer, Secretary, and Retainer for Attorney**

**On a motion by Commissioner Scrobe, seconded by Commissioner Smith the following was**

**Adopted Ayes 5 Commissioners Scrobe, Smith, Sullivan, Centofanti, Pascullo  
Nays 0**

**Approval to set the salaries for the following positions for the year 2015 as follows:**

**Secretary \$13,000.00 Treasurer \$13,000.00 Attorney's firm \$25,000.00**

**Official Newspaper**

On a motion by Commissioner Sullivan, seconded by Commissioner Scrobe the following was Adopted Ayes 5 Commissioners Sullivan, Scrobe, Smith, Centofanti, Pascullo  
Nays 0

Approval for the official newspaper to be the Times Herald Record.

**Official Depositories**

On a motion by Commissioner Sullivan, seconded by Commissioner Scrobe the following was Adopted Ayes 5 Commissioners Sullivan, Scrobe, Smith, Centofanti, Pascullo  
Nays 0

Approval for the official depository to be Sterling Bank and RSB.

**Investment Policy Reviewed and Ratified**

On a motion by Commissioner Scrobe, seconded by Commissioner Pascullo the following was Adopted Ayes 5 Commissioners Scrobe, Pascullo, Sullivan, Smith, Centofanti  
Nays 0

Approval of the Investment Policy reviewed and ratified.

**Regular Meeting Night and Time**

On a motion by Commissioner Smith, seconded by Commissioner Scrobe the following was Adopted Ayes 5 Commissioners Sullivan, Smith, Centofanti, Scrobe, Pascullo  
Nays 0

Approval of the regular meeting night to be held on the 4th Thursday of each month with the exception of the following dates:

September 17<sup>th</sup> instead of September 24<sup>th</sup>

November 19<sup>th</sup> instead of November 26<sup>th</sup>

December 17<sup>th</sup> instead of December 24<sup>th</sup>

Meetings will start at 7:00 pm and will be held at the Monroe Joint Fire District meeting room at 406 N. Main St, Monroe, NY.(Notice to be published in the newspaper).

**Procurement Policy Reviewed and Ratified**

On a motion by Commissioner Scrobe, seconded by Commissioner Sullivan the following was Adopted Ayes 5 Commissioners Scrobe, Sullivan, Smith, Centofanti, Pascullo  
Nays 0

Approval of Procurement Policy reviewed and ratified.

All bills must be signed and name of signer also printed in order for bill to be paid.

**Review and Renew Treasurer's Surety Bond**

On a motion by Commissioner Sullivan, seconded by Commissioner Smith the following was Adopted Ayes 5 Commissioners Sullivan, Smith, Centofanti, Scrobe, Pascullo  
Nays 0

Approval of the renewal of treasurer's surety bond for the maximum amount obtainable.

**Membership in Association of Fire Districts of the State of New York**

On a motion by Commissioner Scrobe, seconded by Commissioner Smith the following was

Adopted Ayes 5 Commissioners Scrobe, Smith, Sullivan, Centofanti, Pascullo

Nays 0

Approval for membership in Association of Fire Districts of the State of New York and Orange County Association membership and for any organization that would be beneficial to the district.

**Lease Agreements for Apparatus Rooms**

On a motion by Commissioner Scrobe, seconded by Commissioner Sullivan the following was

Adopted Ayes 5 Commissioners Scrobe, Sullivan, Smith, Centofanti, Pascullo

Nays 0

Approval of the following lease agreements for apparatus rooms totaling \$209,059.00.

Mombasha Fire Co. \$93,263.00

Lakeside Fire Company \$69,529.00

Village of Harriman \$46,267.00

**Review and Renew Mutual Aid Agreements, Contracts to Provide Fire Services to Fire Protection Districts.**

On a motion by Commissioner Sullivan, seconded by Commissioner Pascullo the following was

Adopted Ayes 5 Commissioners Sullivan, Pascullo, Smith, Centofanti, Scrobe

Nays 0

Approval of that the district continue to use current agreements.

**Review and Renew Physical Examination Program**

On a motion by Commissioner Scrobe, seconded by Commissioner Sullivan the following was

Adopted Ayes 5 Commissioners Scrobe, Sullivan, Smith, Centofanti, Pascullo

Nays 0

Approval for the district to continue using Health & Safety Specialist Dr. Ray Basri for the Physical Examination Program.

**Review Ratified Code of Ethic's Physical Examination Program**

On a motion by Commissioner Scrobe, seconded by Commissioner Sullivan the following was

Adopted Ayes 5 Commissioners Scrobe, Sullivan, Smith, Centofanti, Pascullo

Nays 0

Approval for the Monroe Joint Fire Districts Code of Ethics was reviewed and ratified.

**Committees for the Year 2013**

On a motion by Commissioner Sullivan, seconded by Commissioner Scrobe the following was

Adopted Ayes 5 Commissioners Sullivan, Scrobe, Smith, Centofanti, Pascullo

Nays 0

Approval to continue with the same committees as the prior year.

**Review and Approve Treasurer's Annual Report, Unless Board Authorizes the Treasurer to Submit with Annual Comptroller's Report by March 1<sup>st</sup>:**

On a motion by Commissioner Sullivan, seconded by Commissioner Pascullo the following was

Adopted Ayes 5 Commissioners Sullivan, Pascullo, Smith, Centofanti, Scrobe

Nays 0

Approval for the treasurer to submit the Annual Comptroller's report by March 1<sup>st</sup> 2013.

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Appointment of Records Access Officer and Appeals Officer

On a motion by Commissioner Sullivan, seconded by Commissioner Smith the following was

Adopted Ayes 5 Commissioners Sullivan, Smith, Centofanti, Scrobe, Pascullo

Nays 0

Approval for Secretary Mary Ellen Beams to be the Records Access Officer and the law firm of Kornfeld, Rew, Newman & Simeone to be the Appeals Officer.

RFP for Apparatus & Pump Maintenance and RFP for Vehicle Repair and Services for All Support Vehicles Gas & Diesel Engines with 1 Ton Chassis or Less

On a motion by Commissioner Sullivan, seconded by Commissioner Pascullo the following was

Adopted Ayes 5 Commissioners Sullivan, Pascullo, Smith, Centofanti, Scrobe

Nays 0

Approval to put out RFP' for RFP for Apparatus & Pump Maintenance and RFP for Vehicle Repair and Services for All Support Vehicles Gas & Diesel Engines with 1 Ton Chassis or Less. To be delivered sealed no later than 4:00 PM February 12, 2015 to the District Secretary.

Acceptance of Election Results for Department Chiefs

On a motion by Commissioner Smith, seconded by Commissioner Sullivan the following was

Adopted Ayes 5 Commissioners Sullivan, Smith, Centofanti, Scrobe, Pascullo.

Nays 0

Acceptance of the Monroe Joint Fire District Department election results from December 9<sup>th</sup> elections are as follows: Chief Timothy Carr, 1<sup>st</sup> Assistant Chief Jonathan Dolch, 2nd Assistant Chief Daniel Benett term to expire on 12/31/2015.

At this time Attorney Badura swore in Chief Timothy Carr, 1<sup>st</sup> Assistant Chief Jonathan Dolch, and 2nd Assistant Chief Daniel Bennet.

Rescind the 2% Tax Cap Override

On a motion by Commissioner Sullivan, seconded by Commissioner Smith the following was

Adopted Ayes 5 Commissioners Sullivan, Smith, Centofanti, Scrobe, Pascullo

Nays 0

Approval to rescind the 2% Percent Tax Cap Override passed by the Monroe Joint Fire District Commissioners on October 23, 2014.

The Commissioners discussed the Election Results for Line Officers for Mombasha Fire Co., Harriman Engine Co. and Lakeside Fire Co.

Station #1 has an officer that is missing one certification.

Station #2 all officers are in good standing of certifications.

Station #3 every officer is missing one or more certifications.

The Commissioners discussed the issue of missing certifications needed for members to become officers and will not accept these members as officers until they meet their certifications. The Commissioners discussed the classes needed for officers to be certified and would like a clearer picture on what class may be acceptable in place of another class if any. The Commissioners will be asking Chief Bennet to check with the County to see if there is a list detailing their request. The Commissioners asked Secretary Beams to send a letter to each one of

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the member's missing certifications for becoming an officer asking them to attend a meeting with two commissioners, Chief Carr and the Chief of their station on Tuesday January 20, 2015 at 7:00 PM at the Monroe Joint Fire District Office 406 N. Main St, Monroe, NY.

**Fitness Program Membership**

**On a motion by Commissioner Sullivan, seconded by Commissioner Scrobe the following was**

**Adopted Ayes 5 Commissioners Sullivan, Scrobe, Smith, Centofanti, Pascullo**

**Nays 0**

**Acceptance of the Retro Fitness Program for use by members in good standing of the Monroe Joint Fire District, with a stipulation that to be a member in good standing with the program a member must attend the gym six times in a month.**

At this time Attorney Badura swore in 2nd Assistant Chief Daniel Bennet.

The Commissioners discussed the issue with members missing certifications for the officer's positions with Chief Bennet and asked Chief Bennet to stop by the County to see what information he may get concerning this issue.

**With no further business on a motion by Commissioner Sullivan seconded by Commissioner Scrobe the meeting was adjourned carried unanimously.**

**Mary Ellen F. Beams  
Secretary, Monroe Joint Fire District**