

**Joint Fire District Meeting of January 3, 2019**

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 3<sup>rd</sup> day of January 2019.

Present: Thomas Sullivan	Commissioner
Thomas Smith	Commissioner
John Centofanti	Commissioner
Pat Patterson	Commissioner
William Badura	Attorney
Richard Goldstein	Treasurer
Mary Ellen F. Beams	Secretary

**Organizational Meeting**

Treasurer Goldstein called the meeting to order at 7:00 pm with the pledge of allegiance.

**Appointment of Chairman**

On a motion by Commissioner Centofanti, seconded by Commissioner Patterson the following was

Adopted Ayes 3 Commissioners Centofanti, Patterson, Smith  
Nays 0  
Abstain 1 Sullivan

Approval to appoint Thomas Sullivan as Chairman of the Monroe Joint Fire Commission term to expire on 12/31/2019.

**Appointment of Deputy Chairman**

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

Adopted Ayes 4 Commissioners Sullivan, Centofanti, Patterson  
Nays 0  
Abstain 1 Smith

Chairman Sullivan proceeded with the orders of the evening.

**Chief, 1<sup>st</sup> Assistant Chief, 2<sup>nd</sup> Assistant Chief**

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

Adopted Ayes 4 Commissioners Sullivan, Smith, Centofanti, Patterson  
Nays 0

Attorney Badura swore in the John Scherne as Chief, Richard Lenahan as 1<sup>st</sup> Assistant Chief and Jonathan Dolch as 2<sup>nd</sup> Assistant Chief.

At this time Attorney Badura swore in Chief John Scherne, 1<sup>st</sup> Assistant Chief, Richard Lenahan 1st Assistant Chief and 2<sup>nd</sup> Assistant Chief. Jonathan Dolch.

**Notification to Media of Organizational Meeting**

In accordance with the provisions of the Open Meeting Law,

PLEASE TAKE NOTICE that the Board of Fire Commissioners of the Monroe Joint Fire District will hold its Organizational Meeting on Tuesday, January 3, 2019 at 7:00 p.m. at the fire district offices located at 406 N. Main Street, Monroe, New York with a special meeting to follow thereafter.

MARY ELLEN F. BEAMS, SECRETARY  
MONROE JOINT FIRE DISTRICT

**Appointment of District Secretary**

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

Adopted Ayes 4 Commissioners Smith, Patterson, Sullivan, Centofanti  
Nays 0

Approval to appoint Mary Ellen Beams as secretary for the Monroe Joint Fire District term to expire on 12/ 31/ 2019.

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

**Appointment of District Treasurer**

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

Adopted Ayes 4 Commissioners Smith, Centofanti, Sullivan, Patterson  
Nays 0

Approval to appoint Richard Goldstein as treasurer for the Monroe Joint Fire District term to expire 12/31/2019.

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

**Appointment of Attorney's Firm**

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

Adopted Ayes 4 Commissioners Sullivan, Patterson, Smith, Centofanti  
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 Sullivan, seconded by Commissioner Smith the following was

Adopted Ayes 4 Commissioners Sullivan, Smith, Centofanti, Patterson  
Nays 0

Approval to set the salaries for the following positions Treasurer, Secretary, and Retainer for Attorney for the year 2019 as set in the 2019 approved Monroe Joint Fire District Budget.

**Official Newspaper**

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

Adopted Ayes 4 Commissioners Sullivan, Smith, Centofanti, Patterson

Nays 0

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

**Official Depositories**

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

Adopted Ayes 4 Commissioners Sullivan, Smith, Centofanti, Patterson

Nays 0

Approval for the official depository to be Sterling Bank with maximum dollar limits established for each bank.

**Investment Policy Reviewed and Ratified**

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

Adopted Ayes 4 Commissioners Sullivan, Smith, Centofanti, Patterson

Nays 0

Approval of the Investment Policy reviewed and ratified.

**Regular Meeting Night and Time**

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

Adopted Ayes 5 Commissioners Smith, Centofanti, Sullivan, Patterson

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

November 21st instead of November 28<sup>th</sup>

December 19<sup>th</sup> instead of December 26<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 Smith, seconded by Commissioner Patterson the following was

Adopted Ayes 4 Commissioners Smith, Patterson, Sullivan, Centofanti

Nays 0

Approval of Procurement Policy reviewed and ratified.

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

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

Adopted Ayes 4 Commissioners Centofanti, Smith, Sullivan, Patterson

Nays 0

Approval of the renewal of treasurer's surety bond.

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

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

Adopted Ayes 4 Commissioners Sullivan, Centofanti, Smith, Patterson

Nays 0

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

**Lease Agreements for Apparatus Rooms**

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

Adopted Ayes 4 Commissioners Sullivan, Smith, Centofanti, Patterson

Nays 0

Approval of the lease agreements with Mombasha Fire Co., Lakeside Fire Company for the apparatus rooms in their stations and leased space for Harriman Engine Co. #1 in District owned building for the amount approved in the 2019 Monroe Joint Fire District Budget.

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

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

Adopted Ayes 4 Commissioners Sullivan, Smith, Centofanti, Patterson

Nays 0

Approval of that the district continue to use current agreements.

**Review and Renew Physical Examination Program**

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

Adopted Ayes 4 Commissioners Sullivan, Smith, Centofanti, Patterson

Nays 0

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

**Review Ratified Code of Ethics**

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

Adopted Ayes 4 Commissioners Sullivan, Centofanti, Smith, Patterson

Nays 0

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

**Committees for the Year 2019**

Chairman Sullivan tabled this matter for a future date.

**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 Smith the following was

Adopted Ayes 4 Commissioners Sullivan, Smith, Centofanti, Patterson

Nays 0

Approval for the treasurer to submit the Annual Comptroller's report by March 1<sup>st</sup> 2019.

**Appointment of Records Access Officer**

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

Adopted Ayes 4 Commissioners Sullivan, Patterson, Smith, Centofanti

Nays 0

Approval for Secretary Mary Ellen Beams to be the Records Access Officer.

**Appointment of Records Appeals Officer**

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

Adopted Ayes 4 Commissioners Sullivan, Smith, Centofanti, Patterson

Nays 0

Approval for the law firm of Kornfeld, Rew, Newman & Simeone to be the Records Appeals Officer.

**Petitions for Annual Elections**

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

Adopted Ayes 4 Commissioners Sullivan, Centofanti, Patterson

Nays 1 Smith

Approval for petitions to be presented for annual election.

**Approval to Close Re-Org Meeting**

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

Adopted Ayes 4 Commissioners Sullivan, Patterson, Smith, Centofanti

Nays 0

Approval to Close Re-Org Meeting.

**Approval to Enter into a Regular Meeting**

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

Adopted Ayes 4 Commissioners Sullivan, Smith, Centofanti, Patterson

Nays 0

Approval to enter into a regular meeting.

**Return Ricoh Copier**

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

Adopted Ayes 4 Commissioners Sullivan, Patterson, Smith, Centofanti

Nays 0

Approval for Secretary Beams to contact Ricoh for return of copier.

Commissioner Sullivan asked that Secretary Beams send a letter to the President of Mombasha Fire Co. informing them of need repair work to the elevator and outside light at the district office.

**Letter to Town of Palm Tree Attorney in Regards to Proposed Fire District Boundary Change**

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

Adopted Ayes 4 Commissioners Sullivan, Smith Centofanti, Patterson

Nays 0

Approval for attorney Badura to send a letter to the Town of Palm Tree's Attorney in regards to proposed fire district boundary changes.

**Volunteer Firefighter Cancer Benefit Policy**

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

Adopted Ayes 4 Commissioners Sullivan, Patterson, Smith, Centofanti

Nays 0

Approval for the Monroe Joint Fire District to go with the policy from Chubb with a cost of \$137.00 per firefighter for the cancer benefit policy. Secretary Beams will notify the Insurance Agent Townsend of the policy chosen.

**Executive Session**

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

Adopted Ayes 4 Commissioners, Sullivan, Smith, Centofanti, Patterson

Nays 0

Approval to enter into an executive session to discuss pending litigation.

**Return to Regular Session**

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

Adopted Ayes 4 Commissioners, Sullivan, Smith, Centofanti, Patterson

Nays 0

Approval to return to regular session.

**Settlement Proposal Meyer Contracting**

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

Adopted Ayes 4 Commissioners Sullivan, Patterson, Smith, Centofanti

Nays 0

Approval for Treasurer Goldstein to contact Myer Contracting to present the proposal discussed in executive session to Meyers Contracting on or before January 14, 2019.

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

**Mary Ellen F. Beams**

**Secretary, Monroe Joint Fire District**