

**Annual Re-Organization Meeting**  
**January 3, 2017**  
**7:00 pm**

Motion to open the annual reorganization meeting made by Chairman Greg Maher, for the Fort Montgomery Fire District at 7:05 pm

**Opening Ceremonies:** Led by Madison Hurst, Guest

**Present:** Chairman Greg Maher, Commissioners, Jeanne Lent, Michael Cahill, Andrew Lynch and elected Commissioner Richard Salva; Treasurer, Deborah Jersey; Secretary, Jennifer Hurst

**Absent:** None

**Fire Department Attendees:** Elected Chief Cleve Lent; Elected Assistant Fire Chief Don Smith and Captain Ryan Falk

**Attorney:** Scott A. Dow

**Guests:** None

1. Elected Officers sworn in as follows:
  - Elected Commissioner Richard Salva was sworn in by Attorney Dow.
  - Chairman – Greg Maher, nominated by J. Lent, seconded by M. Cahill, all in favor, motion carried
  - Deputy Chairman – Michael Cahill, nominated by G. Maher, seconded by A. Lynch, all in favor, motion carried
  - Elected Chief Cleve Lent was approved by the Board and sworn in by Attorney Scott Dow as the new Chief. Motion made by A. Lynch, seconded by D. Smith, all in favor, motion carried.
  - Elected Assistant Chief Don Smith was approved by the Board and sworn in by Attorney Scott Dow as the new Assistant Chief. Motion made by A. Lynch, seconded by D. Smith, all in favor, motion carried.
1. Secretary: Jennifer Hurst was appointed as Secretary for the Fire District by nomination by J. Lent, seconded by M. Cahill, all in favor, motion carried and she was sworn in by Attorney Dow as the Secretary for the Fire District.
2. Treasurer: Deborah Jersey was appointed as the Treasurer for the Fire District by nomination by M. Cahill, seconded by A. Lynch, all in favor, motion carried and she was sworn in by Attorney Dow as the Treasurer for the Fire District.
3. Attorney to file Oaths of Office with the Town Clerk within 30 days.

4. Media Notification: Scott A. Dow of Kornfeld , Rew, Newman and Simeone has handled the notification to the media of the organizational meeting through the News of The Highlands and the Times Herald Record on December 19, 2016
5. Law Firm: Kornfeld, Rew, Newman and Simeone were appointed the Law Firm of record for the Fire District for 2017. Nominated by A. Lynch, seconded by R. Salva, all in favor, motion carried
6. Annual Salaries (paid quarterly) as set forth below. Motion made by M. Cahill, seconded by R. Salva, all in favor, motion carried
  - Treasurer: \$4,679.00
  - Secretary: \$2,673.72
  - LOSAP: \$2,201.93
7. Official Newspapers will be The Times Herald Record. Although not an official fire district newspaper, notifications will also be sent to The News of The Highlands for publications. Motion made by J. Lent, seconded by A. Lynch, all in favor, motion carried.
8. Official Depositories will be Orange County Trust, Chase and Key Bank with maximum limits up to the current FDIC limits except to the extent that the deposits have been adequately collateralized. Motion made by J. Lent, seconded by M. Cahill, all in favor, motion carried
9. Investment Policy reviewed and ratified. The previously adopted policy will stay in place at this time. Motion made by M. Cahill, seconded by A. Lynch, all in favor, motion carried
10. Surety Bond renewed. Maintain the current policy. Motion made by M. Cahill, seconded by J. Lent, all in favor, motion carried
11. Regular Monthly meetings for the Fort Montgomery Fire District will be the third Tuesday of every month beginning February 21, 2017 at 7:00 pm. The first Tuesday of the month will be the workshop meeting. Motion made by M. Cahill, seconded by R. Salva, all in favor, motion carried. The Attorney will notify the media and prepare a notice for posting.
12. Procurement Policy reviewed and ratified. Motion to approve current policy was made by M. Cahill, seconded by J. Lent, all in favor, motion carried
13. Approval of membership with the Association of Fire Districts of the State of New York, Orange County Association of Fire Districts, NYS Association of Fire Chief's and any other associations the Board deems appropriate to carry out its business. Motion made by J. Lent, seconded by R. Salva, all in favor, motion carried

14. Approval of lease of the apparatus room with the Fort Montgomery Fire Department. At this time the lease is not up for renewal.
15. Mutual Aid Agreements are currently in place with the Stony Point Fire District and Orange County and will remain same, unless circumstances change and there is a need to modify. Motion by J. Lent, seconded by M. Cahill, all in favor, motion carried
16. Physical Examination Program (OSHA required) will be annually for all members and utilize Partners in Safety, OMNI and TEK Occupational Services with potential to change as need be. Motion to approve was made by A. Lynch, seconded by R. Salva, all in favor, motion carried
17. **2017 Committees**
  - LOSAP – G. Maher, J. Lent
  - Insurance (workers comp.) – J. Lent, M. Cahill
  - Insurance (truck, etc.) – M. Cahill, A. Lynch
  - Records Access Officer - J. Hurst, G. Maher
  - Equipment Maintenance Officers – G. Maher, A. Lynch
  - Medical - J. Lent, M. Cahill

Motion to approve the 2017 committees made by A. Lynch, seconded by R. Salva, all in favor, motion carried.

18. **Code of Ethics** Motion to keep current policy was made by M. Cahill, seconded by J. Lent, all in favor, motion carried
19. Treasurer's Report : Motion to review and approve Treasurer's annual report – Board of Commissioners authorize Annual Comptroller's Report to be official Treasurer's Report and be submitted by March 1, 2017 as required by the State of New York. Motion was made by A. Lynch, seconded by M. Cahill, all in favor, motion carried
20. **FOIL/Records**: Jennifer Hurst was appointed as the FOIL Requests/Records Access Officer. Kornfeld, Rew, et al. was appointed as the Appeals Officer. Motion made by J. Lent, seconded by A. Lynch, all in favor, motion carried

Motion to close the re-organizational meeting with no public comment at 7:30 pm was made by M. Cahill, seconded by A. Lynch, all in favor, motion carried.