

# DRAFT

## Minutes of Annual Organizational Meeting January 3, 2011

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**PRESENT:** Commissioners: Murray, Nappi, Weitz & Woehrle  
Secretary Versocki, Chief Lingenfelter and Attorney Hayner

Motion/ Woehrle, 2<sup>nd</sup>/ Murray : To appoint Commissioner **Nappi** as Temporary Chairman.  
Passed 4-0.

Chairman Nappi called the Organizational Meeting to order at 7:03 p.m.

Motion/ Murray , 2<sup>nd</sup>/ Weitz: To appoint Commissioner **Woehrle** as permanent Chairman for  
2011. Passed 4-0.

2011 Chairman Woehrle continued the meeting.

M/ Nappi, 2<sup>nd</sup>/Weitz:To appoint Commissioner Murray as Vice-Chairman for 2011.  
Passed 4-0.

M/ Weitz, 2<sup>nd</sup>/ Murray:To appoint John Splendido as Treasurer for 2011 Passed 4-0.

M/ Weitz, 2<sup>nd</sup>/Murray:To appoint William Versocki as Secretary for 2011. Passed 4-0.

M/ Weitz, 2<sup>nd</sup>/Nappi:To appoint Thomas Hayner as Fire District Attorney for 2011.  
Passed 4-0.

M/ Weitz, 2<sup>nd</sup>/Nappi:To appoint John Silvernail M.D.as Medical Director for 2011. Passed 4-0.

M/ Nappi, 2<sup>nd</sup>/Weitz:To appoint Peter Barber as Fire District Photographer for 2011.  
Passed 4-0.

M/ Nappi, 2<sup>nd</sup>/ Weitz:To appoint The Fire District Chairman and Career Chief as Non-  
Emergency Media Relations Representatives for 2011. Passed 4-0.

The Grand Boulevard Fire Company, Inc. reported that, at their December 2010 Special Meeting, the following were nominated as Chief Officers for 2011:

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Fire Chief – Michael Colvin; 1st Assistant Chief – Daniel Elliott; 2nd Assistant Chief – David Dietrich

M/ Nappi, 2<sup>nd</sup>/Murray: That Michael Colvin be appointed as District Fire Chief for 2011. Passed 4-0.

M/ Nappi, 2<sup>nd</sup>/Murray: That Daniel Elliott be appointed as District Fire 1<sup>st</sup> Assistant Chief for 2011. Passed 4-0.

M/ Murray, 2<sup>nd</sup>/Nappi: That David Dietrich be appointed as District Fire 2<sup>nd</sup> Assistant Chief for 2011. Passed 4-0.

M/ Nappi, 2<sup>nd</sup>/Murray: To grant pay raises relative to year 2011, effective January 1, 2011. Passed 4-0.

M/ Weitz, 2<sup>nd</sup>/Murray: To set salaries of District Treasurer, Secretary, Attorney, Photographer, LOSAP Trustee and Medical Director as established in the budget for 2011. Passed 4-0.

M/ Nappi, 2<sup>nd</sup>/Weitz: That The Daily Gazette be designated as the Fire District's official newspaper for 2011. Passed 4-0.

M/ Weitz, 2<sup>nd</sup>/Nappi: That the Treasurer be authorized to pay following regular monthly District bills: Electric, Natural Gas, Land Line Phone Service, Payroll Service, 207A Liability, Life Insurance, Time Warner Television & Internet, County Waste, Health and Dental Insurance without prior approval. Passed 4-0.

M/ Weitz, 2<sup>nd</sup>/Murray: For the Annual Report to be submitted to The Board of Fire Commissioners and New York State by the Treasurer no later than March 1, 2011. Passed 4-0.

M/ Murray, 2<sup>nd</sup>/Nappi: That the Treasurer be covered by insurance bonding for the maximum level of coverage. Passed 4-0.

M/ Weitz, 2<sup>nd</sup>/Nappi: That the District continue its membership in the New York State Association of Fire Districts and the Association of Fire Districts of the Capital District for the year 2011. Passed 4-0.

M/ Murray, 2<sup>nd</sup>/Nappi: That TD Bank be designated as the District's official bank for 2011. Passed 4-0.

M/ Nappi, 2<sup>nd</sup>/Weitz: That District vehicles will be used for schools, conferences and any other approved Fire District Business. When circumstances require private vehicles to be used, the current IRS rate per mile will be paid. Passed 4-0.

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M/ Nappi, 2<sup>nd</sup>/Murray: To authorize The Election Committee to appoint the Electors for the Annual Fire District Election or special Fire District Election/Vote as per New York State and Town Law. Passed 4-0.

M/ Nappi, 2<sup>nd</sup>/Murray: To re-approve the following District Policies and Procedures: Purchasing Policy, Purchasing Procedure, Exercise Room Policy, Media Policy, Chief Vehicle Policy, Unlawful Workplace Harassment Policy, Alcohol & Drug Policy, Credit Card Policy, Code of Ethics, Travel Expense Policy, Career Division Appointment Procedure and Installation and/or Inspection Dinner Policy. Passed 4-0.

M/ Nappi, 2<sup>nd</sup>/Weitz: To allow Chief Lingenfelter and Chief Colvin to purchase Personal Protective Equipment (PPE) for 2011 as per the 2011 Budget. Passed 4-0.

M/ Murray, 2<sup>nd</sup>/Nappi: To notify The Grand Blvd. Fire Company to hold their special election meeting to nominate Chief officers on December 1, 2011. Passed 4-0.

M/ Nappi, 2<sup>nd</sup>/Murray: To set the Second Wednesday of each month beginning at 7:00 p.m. for the Fire District's regular business meeting. Passed 4-0.

M/ Nappi, 2<sup>nd</sup>/Murray: To authorize The Commissioner Board Chairman to sign the Controlled Substance Certification of The Department of Health (DOH); once the Fire District Attorney has reviewed and approved it. Passed 4-0.

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Commissioner Woehrle asked who would be available to attend the January 12, 2011 monthly meeting. Because there will not be a quorum he asked for a motion to change the meeting date.

M/ Nappi, 2<sup>nd</sup>/Murray: To change the regular monthly business meeting in January from the 12<sup>th</sup> to the 19<sup>th</sup>. Passed 4-0.

**M/ Murray, 2<sup>nd</sup>/ Nappi to adjourn the organizational meeting at 7:24 p.m. Passed 4-0.**