

**Minutes of Annual
Organizational Meeting
January 4, 2021**

PRESENT: Commissioners: Murray, Daly, Weitz, Pacheco & Woehrle

ALSO PRESENT: Chief Lingenfelter, Chief Fritz, 1st Assistant Chief Luft,
Acting Chief T. Congdon. Attorney Hayner Treasurer Splendido
and Secretary Versocki.

Meeting was called to order by Commissioner Woehrle at 6:00 p.m.

Motion/ Woehrle, 2nd/ Murray: To appoint Commissioner **Pacheco** as Temporary Chairman.
Passed 5-0.

Motion/ Murray, 2nd/ Daly: To appoint Commissioner **Woehrle** as permanent Chairman for
2021. Passed 4-0-1.

2021 Chairman Woehrle continued the meeting.

M/ Pacheco, 2nd/ Daly: To appoint Commissioner Murray as Vice-Chairman for 2021. Passed 5-0.

M/ Weitz, 2nd/ Pacheco: To appoint John Splendido as Treasurer for 2021. Passed 5-0.

M/ Daly, 2nd/ Pacheco: To appoint William Versocki as Secretary for 2021. Passed 5-0.

M/ Daly, 2nd/ Pacheco: To appoint Thomas Hayner as Fire District Attorney for 2021.
Passed 5-0.

M/ Weitz, 2nd/ Pacheco: To appoint Robert McHugh M.D.as Medical Director for 2021.
Passed 5-0.

M/ Daly, 2nd/ Pacheco: To appoint Peter Barber as Fire District Photographer for 2021.
Passed 5-0.

M/ Weitz, 2nd/ Pacheco: To appoint Bob Kordrupel as LOSAP Trustee for 2021. Passed 5-0.

M/ Weitz, 2nd/ Pacheco: To appoint The Fire District Board Chairman and Career Chief as
Non-Emergency Media Relations Representatives for 2021. Passed 5-0.

Chairperson Woehrle announced that due to COVID-19 regulations for New York State;

The Grand Blvd. Fire Company Meeting was cancelled. Until nominations for Chief Officers can be held (December 2, 2021) the current Chiefs will remain as follows:

Fire Chief–Richard Fritz; 1st Assistant Chief – H. Michael Luft, 2nd Assistant Chief– Leave open.

M/ Daly, 2nd/ Pacheco: To grant pay raises relative to budget and contractual agreement for year 2020, effective January 1, 2021. Passed 5-0.

M/ Pacheco, 2nd/ Weitz: To set salaries of District Treasurer, Secretary, Attorney, Photographer, LOSAP Trustee, Chief and Medical Director as established in the budget for 2021. Passed 5-0.

M/ Weitz, 2nd/ Pacheco: That the Daily Gazette be designated as the Fire District's official newspaper for 2021. Passed 5-0.

M/ Pacheco, 2nd/ Weitz: That the Treasurer be authorized to pay following regular monthly District bills: Electric, Natural Gas, Land Line Phone Service, Payroll Service, Water Bill, 207A Liability, Life Insurance, Television, Internet, County Waste, Health and Dental Insurance without prior approval. Passed 5-0.

M/ Pacheco, 2nd/ Weitz: 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, 2021. Passed 5-0.

M/ Pacheco, 2nd/ Daly: 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 2021. Passed 5-0.

M/ Pacheco, 2nd/ Weitz: That the Treasurer be covered by Insurance Policy to the current level of coverage for 2021. Passed 5-0.

M/ Pacheco, 2nd/ Weitz: That TD Bank be designated as the District's official bank for 2021. Passed 5-0.

M/ Weitz, 2nd/ Pacheco: That a private vehicle be used for schools, conferences or other approved Fire District business, at the discretion of The Board of Commissioners. When private vehicles are used, the current IRS rate per mile will be paid as reimbursement. Passed 5-0.

M/ Pacheco, 2nd/ Daly: To authorize The Election Committee to appoint the Electors for the Annual Fire District Election and/or Special Fire District Election/Vote as per New York State and Town Law. Passed 5-0.

M/ Pacheco, 2nd/ Murray: To re-approve the following Fire 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, Military Leave Policy, Operation of District Vehicles Policy, Career Division Appointment Procedure and Installation and/or Inspection Dinner Policy, Investment Policy, Promotion Procedure, Members Moving out of the District policy, Procurement Policy, Social Media Policy, LOSAP Trustee Job Description, LOSAP Trustee Procedure, Anti-Hazing Policy and Grand Boulevard Fire Company Alcohol use Control Policy. Passed 5-0.

M/ Weitz, 2nd/ Pacheco: To allow The Career Chief and Volunteer Chief to purchase Personal Protective Equipment (PPE) as per the 2021 Budget. Passed 5-0.

M/ Pacheco, 2nd/ Daly: To set the Second Wednesday of each month beginning at 7:00 p.m. for the Fire District's regular business meeting. Passed 5-0.

M/ Pacheco, 2nd/ Daly: To notify The Grand Blvd. Fire Company that Thursday December 2, 2021 their Annual Meeting will be held for nominations of Chief, 1st Assistant Chief and 2nd Assistant Chief. Passed 5-0.

M/ Pacheco, 2nd/ Weitz: 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 5-0.

Other business was brought before The Board of Fire Commissioners:

Attorney Hayner Reported:

- The New York State Governor Cuomo signed executive order 202.1 issued on March 13, 2020 and extended to January 29, 2021 to suspend the requirements to provide public in-person access to meetings and authorize meetings to be held remotely.

M/ Pacheco, 2nd/ Weitz: to adjourn the organizational meeting at 6:10 p.m. Passed 5-0.

Respectfully submitted,

William J. Versocki

District Secretary