

Pursuant to call, the Annual Organizational Meeting of the Henrietta Fire District, County of Monroe, State of NY, was duly held at the Henrietta Fire District House #4, 850 Bailey Road, W. Henrietta, NY on January 9, 2018 at 5:30 P.M.

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MEMBERS PRESENT:

Commissioner, F. Joe Martin, Jr.  
Commissioner, William R. Gilchrist  
Commissioner, William Heist  
Commissioner, Philip H. Mancini  
Commissioner,  
Sec./Treas. Barbara A. Schaeffer  
PT Treas. Samantha Robinson  
Counsel, Louise R. Beale

MEMBERS ABSENT:

Terry Ovenshire

Commissioner Gilchrist opened the Organizational Meeting at 5:30 PM.

RESOLUTION NO. 1, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to nominate Commissioner Martin as Chairman of the Board of Fire Commissioners for 2018.

Duly put to vote as follows:

Commissioner Heist	Voting Aye	
Commissioner Martin	Abstain	
Commissioner Gilchrist	Voting Aye	
Commissioner Mancini	Voting Aye	CARRIED

RESOLUTION NO. 2, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to appoint Barbara A. Schaeffer as Secretary/Treasurer of the Henrietta Fire District for 2018 at a salary of \$65,000 as designated in the 2018 budget.

Duly put to vote as follows:

Commissioner Mancini	Voting Aye	
Commissioner Gilchrist	Voting Aye	
Commissioner Martin	Voting Aye	
Commissioner Heist	Voting Aye	CARRIED

RESOLUTION NO. 3, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to appoint Samantha Robinson as PT Treasurer for 2018.

Duly put to vote as follows:

Commissioner Heist	Voting Aye	
Commissioner Martin	Voting Aye	
Commissioner Gilchrist	Voting Aye	
Commissioner Mancini	Voting Aye	CARRIED

RESOLUTION NO. 4, 2018

On the motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to authorize the Secretary/Treasurer to make the necessary internal budget adjustments within a category and its subcategory.

Duly put to vote as follows:

Commissioner Mancini	Voting Aye	
Commissioner Gilchrist	Voting Aye	
Commissioner Martin	Voting Aye	
Commissioner Heist	Voting Aye	CARRIED

RESOLUTION NO. 5, 2018

On motion of Commissioner Mancini, seconded by Commissioner Gilchrist, resolved to comply with Town Law, Section 177, and authorize the Fire District Treasurer's Annual Report to coincide with the Annual Audit. The report must be submitted within sixty (60) days after the end of the fiscal year.

Duly put to vote as follows:

Commissioner Heist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Mancini Voting Aye CARRIED

RESOLUTION NO. 6, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved to approve bonds for the Treasurer, PT Treasurer, Career Chief, and Assistant Chief in the amount of \$400,000 each.

Duly put to vote as follows:

Commissioner Mancini Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Heist Voting Aye CARRIED

RESOLUTION NO. 7, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved that the Henrietta Fire District retain a depository of funds at the Five Star Bank (Henrietta Branch), and such banks as the Treasurer deems necessary in the best interest of the Henrietta Fire District.

Duly put to vote as follows:

Commissioner Heist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Mancini Voting Aye CARRIED

RESOLUTION NO. 8, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to retain the firm of DesMarteau and Beale as counsel of the Henrietta Fire District.

Duly put to vote as follows:

Commissioner Mancini Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Heist Voting Aye CARRIED

RESOLUTION NO. 9, 2018

On motion of Commissioner Mancini, seconded by Commissioner Gilchrist, resolved to utilize the services of Stephen Rossi, Insurance Broker with Paris-Kirwan to place the necessary fire liability and compensation insurance for the Henrietta Fire District for the year 2018.

Duly put to vote as follows:

Commissioner Heist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Mancini Voting Aye CARRIED

RESOLUTION NO. 10, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to name the Henrietta Post of Messenger Post Media, as the official newspaper of the Henrietta Fire District, and the Democrat & Chronicle as the alternate.

Duly put to vote as follows:

Commissioner Mancini Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Heist Voting Aye CARRIED

RESOLUTION NO. 11, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to sign a contract to lease said areas in the company owned stations for the Fire District equipment. Lease agreements are in the amount of \$17,000 each for: Henrietta Co. #1, Genesee Valley Fire Department, and West Henrietta Fire Department.

Duly put to vote as follows:

Commissioner Heist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Mancini Voting Aye CARRIED

RESOLUTION NO. 12, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to pay membership dues for the year 2018 to various associations.

Duly put to vote as follows:

Commissioner Mancini Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Heist Voting Aye CARRIED

RESOLUTION NO. 13, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved to advertise in the form of a Legal Notice in the Henrietta Post dates for HFD Regular Business Meetings:

Regular Business Meetings of the Henrietta Fire District Board of Fire Commissioners will be held the second Tuesday of each month during the year of 2018 at 5:30 P. M. Location of meetings will be Station Four, 850 Bailey Road, West Henrietta, NY.

Duly put to vote as follows:

Commissioner Heist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Mancini Voting Aye CARRIED

RESOLUTION NO. 14, 2018

On motion of Commissioner Mancini, seconded by Commissioner Gilchrist, resolved to authorize the Secretary/Treasurer to sign all necessary forms for the Service Awards Account held thru RBC Dain Rauscher for the year 2018.

Duly put to vote as follows:

Commissioner Mancini Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Heist Voting Aye CARRIED

RESOLUTION NO. 15, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Heist, resolved to utilize the services of Coughlin & Gerhart, LLP for labor related matters as needed for 2018.

Duly put to vote as follows:

Commissioner Heist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Mancini Voting Aye CARRIED

RESOLUTION NO. 16, 2018

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, resolved to adopt the Post-Issuance Tax Compliance and Continuing Disclosure Policies and Procedures for Tax-Exempt Notes and Bonds.

Duly put to vote as follows:

Commissioner Heist Voting Aye  
Commissioner Martin Voting Aye  
Commissioner Gilchrist Voting Aye  
Commissioner Mancini Voting Aye CARRIED

On motion of Commissioner Gilchrist, seconded by Commissioner Mancini, the meeting adjourned at 5:39 PM.