

**Minutes of Annual
Organizational Meeting
January 2, 2013**

PRESENT: Commissioners: Murray, Daly, Weitz & Woehrle
Secretary Versocki, Treasurer Splendido, Chief Lingenfelter
Chief Dietrich and Attorney Hayner

Also Present: R. Fritz, Captain J. Vena, FF/P May and FF/P Baker.

Motion/ Murray, 2nd/ Daly: To appoint Commissioner Weitz as Temporary Chairman.
Passed 4-0.

Chairman Weitz called the Organizational Meeting to order at 7:02 p.m.

Motion/ Murray, 2nd/ Daly: To appoint Commissioner **Woehrle** as permanent Chairman for
2013. Passed 4-0.

2013 Chairman Woehrle continued the meeting.

M/ Daly, 2nd/Weitz: To appoint Commissioner Murray as Vice-Chairman for 2013. Passed 4-0.

M/ Weitz, 2nd/ Daly: To appoint John Splendido as Treasurer for 2013 Passed 4-0.

M/ Weitz, 2nd/ Murray: To appoint William Versocki as Secretary for 2013. Passed 4-0.

M/ Daly, 2nd/ Weitz: To appoint Thomas Hayner as Fire District Attorney for 2013.
Passed 4-0.

M/ Weitz, 2nd/ Daly: To appoint Robert McHugh M.D.as Medical Director for 2013. Passed 4-0.

M/ Daly, 2nd/ Weitz: To appoint Peter Barber as Fire District Photographer for 2013.
Passed 4-0.

Motion/ Murray, 2nd/ Daly: To Ray Hull as LOSAP Trustee for 2013. Passed 4-0.

M/ Weitz, 2nd/ Murray: To appoint The Fire District Board Chairman and Career Chief as
Non-Emergency Media Relations Representatives for 2013. Passed 4-0.

The Grand Boulevard Fire Company, Inc. reported that, at their December 2012 Special Meeting, the following were nominated as Chief Officers for 2013:
Fire Chief–David Dietrich; 1st Assistant Chief–Daniel Elliott; 2nd Assistant Chief–Richard C. Fritz Jr.

M/ Daly, 2nd/ Murray: That David Dietrich be appointed as District Fire Chief for 2013. Passed 4-0.

M/ Murray, 2nd/Daly: That Daniel Elliott be appointed as District Fire 1st Assistant Chief for 2013. Passed 4-0.

M/ Murray, 2nd/ Daly: That Richard C. Fritz Jr. be appointed as District Fire 2nd Assistant Chief for 2013. Passed 4-0.

M/ Weitz, 2nd/ Murray: To grant pay raises relative to year 2013, effective January 1, 2013. Passed 4-0.

M/ Daly, 2nd/ Weitz: To set salaries of District Treasurer, Secretary, Attorney, Photographer, LOSAP Trustee, Chief and Medical Director as established in the budget for 2013. Passed 4-0.

M/ Weitz, 2nd/ Daly: That the Daily Gazette be designated as the Fire District's official newspaper for 2013. Passed 4-0.

M/ Murray, 2nd/ Daly: 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/ Daly, 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, 2013. Passed 4-0.

M/ Weitz, 2nd/ Murray: 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 2013. Passed 4-0.

M/ Murray, 2nd/ Daly: That the Treasurer be covered by Insurance Bond to the maximum level of coverage for 2013. Passed 4-0.

M/ Murray, 2nd/ Daly: That TD Bank be designated as the District's official bank for 2013. Passed 4-0.

M/ Murray, 2nd/ Daly: 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.

M/ Murray, 2nd/ Daly: 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/ Daly, 2nd/ Weitz: 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 and Members Moving out of the District policy. Passed 4-0.

M/ Murray, 2nd/ Daly: To allow Chief Lingenfelter and Chief Dietrich to purchase Personal Protective Equipment (PPE) for 2013 as per the 2013 Budget. Passed 4-0.

M/ Murray, 2nd/ Daly: To notify The Grand Blvd. Fire Company to hold their special election meeting to nominate Chief officers on December 5, 2013. Passed 4-0.

M/ Weitz, 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 4-0.

M/ Murray, 2nd/ Daly: 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.

Other business to be brought before The Board of Fire Commissioners:

- Exercise Room Policy -

M/ Murray, 2nd/ Daly: To approve the new exercise room policy as drafted and presented today January 2, 2013. Passed 4-0.

- Grievance Procedure Policy –

M/ Murray, 2nd/ Weitz: To approve the Grievance Procedure Policy as drafted and presented today January 2, 2013. Passed 4-0.

M/ Daly, 2nd/ Weitz to adjourn the organizational meeting at 7:10 p.m. Passed 4-0.

Respectfully submitted,

William J. Versocki

District Secretary