

Draft Minutes
Subject to Board Review,
Amendment and Approval

BOARD OF FIRE COMMISSIONERS

Pleasantville Fire District
Organizational Meeting
January 7, 2025

MINUTES of the Organizational Meeting of the Board of Fire Commissioners of the Pleasantville Fire District held on January 7, 2025 at 7:30 PM in the Meeting Room, Pleasantville Fire Headquarters, 75 Washington Avenue, Pleasantville, New York

Attending: Commissioners M. Colmenares, J. M. Cullen, M. Rufino, C. Onuma and T. Trudo. Secretary-Treasurer T. Langan.

The Oath of Office of Commissioner Rufino for his term beginning January 1, 2025 and ending December 31, 2029 was administered to him and thereafter filed with the Town Clerk.

I. SECRETARY-TREASURER PRESIDING

The Secretary-Treasurer called the meeting to order at 7:30PM and asked for nominations for Chairman of the Board. Commissioner Cullen nominated Commissioner Rufino. His motion was seconded by Commissioner Onuma. Voting was as follows: All Commissioners vote Aye. The motion carried and Commissioner Rufino was elected Chairman for 2025.

II. CHAIRMAN PRESIDING

The Chairman instructed the Secretary to place the official Notice of Organizational Meeting in the minutes, referencing the Notice published in *The Journal News*, on December 24, 2024.

Commissioner Rufino then nominated Commissioner Cullen to be Vice Chairman of the Board. His motion was seconded by Commissioner Onuma and unanimously carried, Commissioner Cullen was elected as Vice Chairman of the Board of Fire Commissioners for the calendar year 2025.

The Chairman stated that the Commissioners had received copies of the 2025 Organizational Resolution and inquired as to the approval or disapproval of the resolution.

1. On a motion by Commissioner Cullen, seconded by Commissioner Trudo and unanimously carried, Thomas R. Langan was appointed Secretary-Treasurer for the calendar year 2025 at an annual salary of \$51,432 and an Oath of Office was administered to him. He was directed to file his Oath of Office as Secretary-Treasurer and that of Commissioner Rufino with the Town Clerk of the Town of Mount Pleasant. [Secretary's Note: Both oaths were filed on January 8, 2025.]
2. On a motion by Commissioner Onuma seconded by Commissioner Cullen and unanimously carried, the budgeted salary of \$23,100 for Roger Lemcke as Custodian for the Hays Hose Firehouse was approved.
3. On a motion by Commissioner Trudo, seconded by Commissioner Cullen and unanimously

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carried, Daniel F. McCarthy, Esq. was appointed Attorney for the calendar year 2025 with an annual retainer of \$3,500.00.

4. On a motion by Commissioner Onuma, seconded by Commissioner Cullen and unanimously carried, Inter-State Diagnostics was appointed as Department Physician for the calendar year 2025 with Partners-in-Safety for initial physicals and scheduling problems.
5. After discussion and on a motion by Commissioner Trudo, seconded by Commissioner Cullen and unanimously carried, the engagement of the following consultants was authorized:

Apparatus mechanical issues: Andrew Foca at \$50 per hour;
Purchasing assistance: William O'Brien at \$6,000 per year.

Thereafter, and on a motion by Commissioner Onuma, seconded by Commissioner Cullen, and unanimously carried, the following resolutions were adopted:

1. *The Journal News* was designated as the official newspaper of the Pleasantville Fire District and the Secretary was directed to notify the Editor.
2. A blanket Fidelity bond covering Commissioners, Treasurer and Secretary at \$1,000,000 was approved.
3. The Pleasantville branches of Wells Fargo and JP Morgan Chase Bank, and the Thornwood branches of Mahopac Community Bank and TD Bank, NA, were designated as the official depositories of the Pleasantville Fire District, with the required signatures for check signing as follows: Secretary-Treasurer must sign all checks and any two of the Commissioners as the remaining signatures.
4. The date and time of a monthly work session of the Board of Fire Commissioners as called by the Chairman will be noticed for 7:30 P.M. on the second Tuesday of each month in 2025 beginning February 11, 2025 in the Meeting Room at Pleasantville Fire Headquarters, 75 Washington Avenue, Pleasantville, New York.
5. The date and time of the stated monthly meetings of the Board of Fire Commissioners are 7:30 PM on the third Tuesday of each month in 2025 beginning on February 18, 2025 in the Meeting Room at Pleasantville Fire Headquarters, 75 Washington Avenue, Pleasantville, New York.
6. The continuation of the membership of the Pleasantville Fire District was authorized in the New York State and the Westchester County Associations of Fire Districts, the New York State Association of Fire Chiefs, the Westchester County Fire Chiefs Association, the Mount Pleasant Chief's Association and the Firemen's Association of the State of New York.
7. Authorization was approved for Outside Directorships for organizations provided no conflict of interest exists or arises as a result of such directorships.

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8. The provisions of Section 178-D of the Town Law and Section 18 of the Public Officers Law, providing for the defense and indemnification of fire district officers, employees, fire department officers and volunteer firefighters was made applicable to the Pleasantville Fire District and to the Pleasantville Volunteer Fire Department.
9. In accordance with guidance issued by the Office of the NY State Comptroller, the Pleasantville Fire District is authorized to use best value for awarding its own purchase contracts in order to make procurements under GML§103(16) for the purpose of reducing administrative and product cost, and increasing efficiencies.
10. The Pleasantville Fire District was authorized to accept the standard "Payee Certification" for the payment of Fire District vouchers in lieu of any notarized statement that may previously have been required; such "Payee Certification" reading as follows:

"I certify that the above bill is just, true and correct; that no part thereof has been paid except as stated and that the balance is actually due and owing, and the taxes from which the Pleasantville Fire District is exempt are excluded."
11. The Secretary-Treasurer was authorized to pay, in advance of an audit by this Board the following claims. Any such claims must be presented to the next meeting of the Board for audit.

Utility payment to Con Edison;
Utility payment to the Town of Mt. Pleasant (PASNY);
Telephone payments to Verizon;
Payment to the U.S. Postal Service for postage expenses;
Payment for freight or delivery charges.
12. The Secretary-Treasurer was authorized within sixty days after the end of the fiscal year to submit to this Board a copy of the annual report required by General Municipal Law Section 30, in lieu of a written statement showing his receipts and disbursements for the preceding fiscal year. This authorization shall remain in effect until rescinded by the Board.

III. OTHER BUSINESS

The Chairman announced the assignment of areas of responsibility for 2025 would be as follows:

Apparatus-Commissioner Colmenares; Equipment-Commissioner Cullen; Insurance and LOSAP-Commissioner Rufino; Facilities-Commissioner Onuma with Commissioner Cullen assisting; and, Membership, Personnel, IT, Public Relations and Social Media-Commissioner Trudo.

IV. ADJOURNMENT

There being no further business, and on a motion by Commissioner Cullen, seconded by Commissioner Onuma and unanimously carried, the meeting was adjourned at 7:50P.M.

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Respectfully submitted,

Thomas R. Langan
Fire District Secretary-Treasurer