

# HAMPTON VOLUNTEER FIRE CO. MEETING MINUTES

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A Regular Meeting of the Hampton Volunteer Fire Company Inc. of the Town of Hampton, County of Washington, and the State of New York was held at the Fire Station, at 2520 County Route 18, Hampton, New York on the 7th day of February 2023.

## MEMBERS PRESENT

Richard Cole-----	President/Treasurer
Raymond Garrick-----	1st Lieutenant
Cameron Hilder-----	2nd Lieutenant - <b>Absent</b>
Joseph Mead-----	Chief
Michael Pietryka-----	Trustee
Justin Perry-----	Assistant Chief
Arthur Pratt III-----	Trustee
Matthew Pratt-----	Secretary.
Thorn Rathbun-----	Vice President - <b>Absent</b>
Lenny Reed-----	Trustee - <b>Absent</b>
Joel Roberts-----	Captain - <b>Absent</b>
Nicholas Stark-----	Firefighter - <b>Absent</b>

Also Present: No one else was present

The Meeting was called to order by President Richard Cole at 7:44 PM a quorum of the Membership was present.

Meeting began with the Pledge of Allegiance

## ADDITIONS OR DELETIONS TO THE AGENDA

Delete Treasurer's Report off of the agenda for this month. No reports for this month will be presented at next month's meeting.

## APPROVAL OF THE MINUTES AS EMAILED

Joseph Mead made a motion to approve the minutes as emailed, seconded by Timothy Garrick.

Yes (4) Timothy Garrick, Joseph Mead, Justin Perry, and Matthew Pratt

No (0)

Absent (4) Cameron Hilder, Thorn Rathbun, Joel Roberts, Nicholas Stark.

RESOLVED, that the members of the Fire Company adopted to approve the Monthly Meeting Minutes as written for **January 3, 2023**

## **PRESIDENT'S REPORT** **REPORTS**

We know that people don't like to fill out reports. We have no training reports for January. This is so people can get credit, to cover ourselves for insurance purposes, lawsuits etc. We need to be better at filling out reports.

### **ETA**

Richard Cole mentioned that we need to sell the ETA, the Attack truck will be coming back soon so we will need to make room from the Attack truck. We only want to give it away only if a company will put it into service. We're going through a broker who sells fire apparatus.

Joseph Mead made a motion to give it away to a company who will put it into service for \$1, seconded by Justin Perry

Yes (4) Timothy Garrick, Joseph Mead, Justin Perry, and Matthew Pratt

No (0)

Absent (4) Cameron Hilder, Thorn Rathbun, Joel Roberts, Nicholas Stark.

RESOLVED, that the members of the fire company adopted to approve to sell the ETA for \$1.

### **BYLAWS**

Need to define Class "D"

People feel discounted because they don't have a voice and a vote. This is why Brenda left us. A question was brought up about the Auxiliary. Another question was brought up about corporate officers for example Bridget Pietryka being the Treasurer she had a vote. Making people feel valued is very important along with feeling appreciated, this is why people leave.

### **TREASURER'S REPORT**

This was deleted from the agenda for the month

### **OFFICER'S REPORT**

#### **Chief's Report**

We had three (3) calls for the month of **January 2023**

1st call was for Mutual Aid to Poultney for a Structure Fire at 873 East Main St.

2nd call was for Mutual Aid to Castleton for a Structure Fire at 427 Vermont Route 4A

3rd call was for Mutual Aid to Poultney for a Structure Fire at 990 Granville St. - canceled enroute.

#### **Building Maintenance**

Hot water was installed in the upstairs bathroom.

The Igniter was fixed on the boiler and got a spare igniter as well.

#### **Equipment Maintenance**

The new ER got lettered

Going to get all trucks re-lettered - changing "Department" to "Company" this is going to be done by Westsigns out in Hudson Falls.

The GMC Tanker Exhaust Brake has been fixed.

**Assistance Chief's Report**

Medical/Personnel Reports

None for the month

Membership Applications

None for the month

**Captain's Report**

Truck Maintenance

All trucks are good

The GMC Tanker is now In-Service

The GMC Tanker is leaking water

**1st Lieutenant's Report**

SCBA'S

MES was here and flow tested all of the bottles, we need to look at getting some more bottles. There were issues with some bottles.

**2nd Lieutenant's Report**

Truck Inventory

No Report for the month

**Training Officer's Report**

Group Training Reports

No Reports for the month

**COMMITTEE REPORTS**

Fundraising Committee

(See Attached)

**Old Business**

**NEW TANKER TRUCK**

The new truck was put into service on January 24, 2023. The Exhaust brake has been fixed and it's now leaking water.

**WEBSITE**

Nothing new to report on this. Nothing has really changed.

**PHOTOS FOR FIREHOUSE**

Photos have not been ordered yet.

**FIRSTNET**

Router - We're looking at trying to replace the battery operated routers with wired routers. The battery is starting to lose its ability to charge, because of this we're trying to get the routers upgraded.

Booster for Station 2 we're looking at putting in a booster to help with the internet connection over at station 2.

**SECURITY SYSTEM/CAMERAS**

Matthew Pratt & Richard Cole will be working on putting up cameras.

**GRANT WISHLIST**

Richard Cole is going to be meeting with the grant writer through Dave O'Brien Richard will be going over our wish list with him when he meets him.

**GREEN MOUNTAIN POWER DRY HYDRANT**

Still need to write up the proposal

**AIR COMPRESSOR FOR STATION 2**

The compressor has been purchased and is at station 2. It hasn't been installed yet. Two (2) drop down reels were also purchased. Need to get a couple of fittings for the reels. They have not been hooked up yet.

**VOTE ON FIREFIGHTERS OATH**

Justin Perry made a motion to adopt the Firefighters Oath of Office, seconded by Timothy Garrick.

Yes (4) Timothy Garrick, Joseph Mead, Justin Perry, and Matthew Pratt

No (0)

Absent (4) Cameron Hilder, Thorn Rathbun, Joel Roberts, Nicholas Stark.

**HAMPTON VOLUNTEER FIRE COMPANY INC.  
OATH OF OFFICE RESOLUTION**

**WHEREAS**, to establish a uniform oath of Office for the Hampton Volunteer Fire Company Inc. where members commit to provide service by way of a good general standard to which is to hold all members accountable for the performances of one another and,


**WHEREAS**, it shall be the responsibility of the Executive Committee to administer the appropriate oath upon; Firefighters when membership has been accepted by the membership, or upon the selection of any member elected in any Officer rank not limited but to include

President, Vice President, Secretary, Treasurer, Trustee, Fire Chief, Assistant Fire Chief, Captain, 1st Lieutenant, 2nd Lieutenant, Safety Officer etc.

**THEREFORE LET IT BE RESOLVED**, that the membership approved the Oath of Office.

**RESOLVED**, that the members give the Secretary approval to put the Oath of Office into the Company SOG book.

**RESOLVED**, that this shall go into effect immediately.

	<b>SOG Title: OATH OF OFFICE</b>	
	<b>SOG Number:</b>	
	<b>Original Date:</b> January 10, 2023	<b>Revision Date:</b>
<b>Hampton Volunteer Fire Company, Inc. General Operating Guideline</b>		

## 1.0 PURPOSE

To establish a uniform Oath of Office for the Hampton Volunteer Fire Company Inc. where members commit to provide service by way of a good general standard to which is to hold our members accountable for the performances of one another.

## 2.0 RESPONSIBILITIES

It shall be the responsibility of the Executive Committee to administer the appropriate oath upon;

**2.1** Firefighters oath upon acceptance of membership.

**2.2** Both Fire Officers and Company Officers will take the oath upon the selection of any member elected to an officer rank.

**2.3** Fire Chief's/Assist Chief's or Fire Officer oath upon selection of any member elected as Fire Chief, Assistant Fire Chief or Fire Officer rank

**2.4** Trustees shall take their oath during the first Executive Committee meeting of each year or the first meeting after being elected as a Trustee for their term.

**2.5** Fire Police shall take their oath after being appointed by the Chief prior to taking or completing the fire police course. Their oath shall be taken in front of the Town Board given by the Town Clerk.

### 3.0 GUIDELINES

This policy applies to all members (recruits, firefighters, fire officers, fire police and support firefighters) engaged in providing direct emergency service delivery and elected/appointed fire administration.

The Oath of Office will be initiated for all new members (recruits, firefighters, fire officers, fire police and support firefighters) upon completion of Fire Fighter I Course or hold any type of position after an election. The Trustee's oath will be initiated yearly by the Secretary and filed into their personnel file.

3.1 Members will stand (unless a handicap prevents) while raising his/her right hand to recite the Oath of Office.

3.2 Members will have their choice to either place their hand on a Bible or the Fire Company's Constitution and By-laws.

### 4.0 OATHS

#### **Trustees, Support Members:**

*I (State your Name) being first duly sworn upon oath, do solemnly swear that I will support the Constitution and Laws of the State of New York and the Constitution and By-laws, and policies of the Hampton Volunteer Fire Company Inc. As Trustee of the Hampton Volunteer Fire Company Inc. I recognize my office as a symbol of public faith and trust, and I accept so long as I am true to the ethics of the fire service and make these promises so solemnly, freely, and upon my honor so help me God!*

#### **Fire Chief(s):**

*Chief Officers,*

*I (State Your Name) Pledge to carry out the duties of Fire Chief to the best of my ability and will honor and respect the mission, goals, purpose, personnel, and policies of the Hampton Volunteer Fire Company Inc. I recognize the badge of my office as a symbol of public faith and trust, and I accept so long as I am true to the ethics of the fire service and make these promises so solemnly, freely, and upon my honor so help me God!*

#### **Fire Officer:**

*(Line Officer) ex. Capt, Lt's, Safety Officer, Fire Police Officer*

*Officer Oath,*

*I (State Your Name) am an Officer dedicated to training new Firefighters and influencing the old. I swear to protect, to safeguard, and preserve life, health, and property against fire and other perils, and to maintain a proficiency in the fire service. I am forever conscious of each Firefighter under my charge, and by example will inspire them to the highest standards possible. I will commend the deserving and encourage the wayward. I accept so long as I am true to the ethics of the fire service and make these promises so solemnly, freely, and upon my honor. I will never forget that I am responsible to my Chief for the morale, discipline, and efficiency of my firefighters, So help me God!*

### **Firefighter:**

*General population oath,*

*I, (state your name), do solemnly swear that I will uphold and support the Constitution and By-laws of the Hampton Vol. Fire Company Inc. I will bear true faith and allegiance to the same and that I will obey the orders of the officers appointed over me. I swear to protect, to safeguard, and preserve life, health, and property against fire and other perils, I recognize the title of a firefighter as a symbol of public faith and trust, and I accept so long as I am true to the ethics of the fire service and make these promises so solemnly, freely, and upon my honor. And that I will fulfill the duties of my office to the best of my ability, so help me, God.*

### **Fire Police:**

*I, (state your name) do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York and that I will faithfully discharge the duties of the office of Fire Policeman of the Hampton Volunteer Fire Company Inc., according to the best of my ability.*

### **President's Oath**

*(President & Vice President)*

*I (State your name) do solemnly swear that I will support the Constitution and Laws of the State of New York and the Constitution and By-laws, Personnel and policies of the Hampton Volunteer Fire Company Inc. and to the Hampton Town Community. I commit myself to guide the Fire Company towards a successful future by always making the best decisions for the future of the Fire Co. And its Membership. I recognize my office as a symbol of public faith and trust, and I accept so long as I am true to the ethics of the fire service and make these promises so solemnly, freely, and upon my honor so help me God!*

### **Secretary's & Treasurer's Oath**

*I, (State your name), do so solemnly promise and pledge - that I will faithfully and honestly-discharge the duties of secretary/treasurer to the best of my knowledge and ability. I recognize*

*my office as a symbol of public faith and trust, and I accept so long as I am true to the ethics of the fire service and make these promises so solemnly, freely, so help me God!*

### **New Business**

#### **VISION STATEMENT**

Matthew Pratt presented this to the membership, some people thought that this was more of a Mission statement. This was tabled

#### **NEW COMPUTER FOR OFFICE**

Richard brought up that the computer in the office is starting to run too slow for both the Secretary and the Treasurer and would like to get a newer faster computer.

Timothy Garrick made a motion to purchase a new computer for the Secretary & Treasurer, seconded by Matthew Pratt.

Yes (4) Timothy Garrick, Joseph Mead, Justin Perry, and Matthew Pratt

No (0)

Absent (4) Cameron Hilder, Thorn Rathbun, Joel Roberts, Nicholas Stark.

RESOLVED, that the members of the Fire Company adopted to approve the purchase of a new computer for the Secretary & Treasurer.

#### **DEBIT CARD READER**

We would like for people to donate to us through our website, but would also like to get a card reader so people can use their debit/credit cards. Justin Perry made a motion to purchase a debit card reader for fifty dollars \$50, seconded by Timothy Garrick.

Yes (4) Timothy Garrick, Joseph Mead, Justin Perry, and Matthew Pratt

No (0)

Absent (4) Cameron Hilder, Thorn Rathbun, Joel Roberts, Nicholas Stark.

RESOLVED, that the members of the Fire Company adopted to approve the purchase of a debit card reader.

#### **FIT TEST/PHYSICALS**

Will be at Whitehall Station on Wednesday, February 22, 2023 starting at 4:30 to 8:00 PM  
Matthew Pratt will have hard copies of the forms, but if anyone would like to have a fillable PDF form please let him know so he can email it out to you.

A notice will go out through IAMResponding.



**DRIVER TRAINING**

Richard Cole knows someone who can do a driver defensive class for fire company members. Richard will schedule this if people are interested.

Timothy Garrick made a motion to have a driver training here, seconded by Matthew Pratt.

Yes (4) Timothy Garrick, Joseph Mead, Justin Perry, and Matthew Pratt

No (0)

Absent (4) Cameron Hilder, Thorn Rathbun, Joel Roberts, Nicholas Stark.

**ADD/REMOVE PEOPLE FROM BANK ACCOUNT**

Justin Perry made a motion to adopt the following resolution, seconded by Timothy Garrick.

Yes (4) Timothy Garrick, Joseph Mead, Justin Perry, and Matthew Pratt

No (0)

Absent (4) Cameron Hilder, Thorn Rathbun, Joel Roberts, Nicholas Stark.

**HAMPTON VOLUNTEER FIRE COMPANY INC.  
RESOLUTION REGARDING BANKING ACCOUNT CHANGE IN SIGNATORY  
ADDING/REMOVING MEMBERS FROM BANK ACCOUNTS**

**WHEREAS**, the membership of the Hampton Volunteer Fire Company, Inc. “Company” hereby voted on the 7th day of February 2023 the following resolution.:

**RESOLVED THAT**, to add the following signatories to the Berkshire Bank accounts that are in the name of the Hampton Volunteer Fire Company Inc.

**RESOLVED THAT**, Richard Cole, Treasurer/President, Matthew Pratt, Assistant Treasurer/Secretary Joseph Mead, Fire Chief, be and jointly/or any one of them singly are hereby authorized on behalf of the Company to draw, sign, accept, or make cheques, bills of exchange, and other orders for payment the payment of money, and to remove the existing signature of Bridget Pietryka, Former Treasurer from the account signature list.

**RESOLVED THAT**, Mary Hollister, CPA for the Company will be added and hereby authorized to access all accounts online only to reconcile all Berkshire Bank accounts that are in the name of the Hampton Volunteer Fire Company, Inc.

**RESOLVED THAT**, the Bank be furnished with the list of names who are authorized to sign stipulated above, and that the Bank be notified in writing of any change of such officers or persons. The list when filed with the bank shall be binding on the Company until notice to the

contrary shall have been given to the Manager of the Branch of the Bank at which the account of the Company is kept.

**RESOLVED THAT**, this resolution be communicated to the Bank and remain in force until written notice to the contrary shall have been given to the Manager of the Branch of the Bank at which the account of the Company is kept.

**RESOLVED THAT**, it is hereby certified that the foregoing resolution was duly passed by the membership of the above-named Company on the 7th day of February 2023.

**PUBLIC COMMENTS**

There were no public comments

**EXECUTIVE SESSION**

Matthew Pratt made a motion to go into Executive Session for the Discussion of Certain Members, seconded by Timothy Garrick.

Entered Executive Session at 8:38 PM

Joseph Mead made a motion to terminate both Matthew Sears and Mary Perry from the Fire Company, seconded by Justin Perry.

Yes (4) Timothy Garrick, Joseph Mead, Justin Perry, and Matthew Pratt

No (0)

Absent (4) Cameron Hilder, Thorn Rathbun, Joel Roberts, Nicholas Stark.

RESOLVED, that the members of the Fire Company adopted to approve the termination of both Matthew Sears and Mary Perry. A Certified letter will be sent out to both of them.

Matthew Pratt made a motion to Exit out to Executive Session, seconded by Timothy Garrick.

Exited out of Executive Session at 8:42 PM

**ADJOURNMENT**

Justin Perry made a motion to adjourn the meeting, seconded by Timothy Garrick

All in Favor - Aye

Meeting Adjourned at 8:42 PM

I, Matthew J. Pratt, secretary of the Hampton Volunteer Fire Company Inc., hereby certify that the attached minutes are true and accurate copies of minutes maintained by me in the ordinary course of business and as part of my role as secretary of the fire company.

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Matthew J. Pratt, Secretary