

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 4<sup>th</sup> day of January 2022.

**MEMBERS PRESENT**

Tylor Black-----	Firefighter - <b>Absent</b>
Jordan Carr-----	Firefighter
Richard Cole-----	President
Thomas Cornell-----	Vice President
Raymond Garrick-----	Firefighter - <b>Absent</b>
Cameron Hilder-----	2 <sup>nd</sup> Lieutenant
Robert Loomis-----	Firefighter - <b>Absent</b>
Joseph Mead-----	Chief
Bridget Pietryka-----	Treasurer
Michael Pietryka-----	Trustee
Justin Perry-----	Captain
Mary Perry-----	First Responder – <b>Absent</b>
Arthur Pratt III-----	Trustee
Matthew Pratt-----	Secretary
Thorn Rathbun-----	Firefighter - <b>Absent</b>
Lenny Reed-----	Trustee
Joel Roberts-----	1 <sup>st</sup> Lieutenant - <b>Absent</b>
Faith Sears-----	First Responder/FF - <b>Absent</b>
Matthew Sears-----	Firefighter- <b>Absent</b>
Nicholas Stark-----	Firefighter
Eric White-----	Firefighter - <b>Absent</b>

Also Present: Brenda Redford

The Meeting was called to order by President Richard Cole at 7:35 PM with the quorum of the Membership was present.

Meeting began with the Pledge of Allegiance

**ADDITIONS OR DELETIONS TO THE AGENDA**

There were not additions or deletions to the agenda.

**APPROVAL OF THE MINUTES**

Minutes will also be both emailed and printed out. There will only be three (3) printed copies.

Bridget Pietryka made a motion to approve the minutes as written, seconded by Cameron Hilder.

Yes (8) Jordan Carr, Thomas Cornell, Cameron Hilder, Joseph Mead, Bridget Pietryka, Justin Perry, Matthew Pratt, and Nicholas Stark.

No (0)

Absent (9) Tylor Black, Raymond Garrick, Robert Loomis, Mary Perry, Thorn Rathbun, Joel Roberts, Faith Sears, Matthew Sears and Eric White

RESOLVED, that the members of the Fire Company adopted to approve the Monthly Meeting Minutes as written for 2021

**PRESIDENT’S REPORT**

Richard Cole would like to thank everyone. We would like to get things back on track. We all need to work together. We’re a small company so we may need to ask people to do stuff. I look forward to working with you all this year.

**TREASURER’S REPORT**

Treasurer’s Report Summary **December 2021**

ACCOUNT	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
General Fund - 8630	\$6,387.21	\$30,048.50	\$2,318.03	\$34,117.68
Fundraising - 9735	\$9,648.45	\$3,307.48	\$0.00	\$12,955.93
Building - 1593	\$6,716.91	\$0.17	\$0.00	\$6,717.08
Equipment - 0842	\$4,496.89	\$0.11	\$0.00	\$4,497.00
Truck - 2671	\$9,085.12	\$0.23	\$0.00	\$9,085.35
<b>Total</b>	<b>\$36,334.58</b>	<b>\$33,356.49</b>	<b>\$2,318.03</b>	<b>\$67,373.04</b>

Jordan Carr made a motion to accept the Treasurer’s Report as submitted, seconded by Thomas Cornell.

Yes (8) Jordan Carr, Thomas Cornell, Cameron Hilder, Joseph Mead, Bridget Pietryka, Justin Perry, Matthew Pratt, and Nicholas Stark.

No (0)

Absent (9) Tylor Black, Raymond Garrick, Robert Loomis, Mary Perry, Thorn Rathbun, Joel Roberts, Faith Sears, Matthew Sears and Eric White

RESOLVED, that the members of the Fire Company adopted to approve the Treasurer’s Report as submitted for **December 2021**.

## **OFFICER'S REPORT**

### **Chief's Report**

We had three (3) calls for the month of **December 2021**

1st call was for Mutual Aid to Whitehall for a Structure Fire at 140 County Route 21

2nd call was for Mutual Aid to Middle Granville for a Structure Fire at 9762 State Route 22

3rd call was for EMS Assist at 106 Roberts Lane

### **Building Maintenance**

Joe is going to bring a bag of salt from Station 1 over to Station 2

### **Equipment Maintenance**

All fire Extinguishers have been inspected at Station 1

Station 2 didn't get done, Joe will have the person that he uses to get those extinguishers inspected.

### **Other Business**

Going to have an Officer's meeting next Tuesday

Next Tuesday is going to be our Fire Officers meeting.

We need to hold each other accountable. We're here to provide a service to the community

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

#### **Medical/Personnel Reports**

None for the month

#### **Membership Applications**

None for the month

### **Captain's Report**

#### **Truck Maintenance**

Trucks have been treated for the weather

It's a little cold to do pump testing.

Richard Cole asked about the brakes and windshield on Rescue 335, Justin said that both of those have been addressed.

### **1st Lieutenant's Report**

#### **SCBA'S**

Air valves have been off, there were no leaks etc. A few air tanks need to be topped off.

### **2nd Lieutenant's Report**

#### **Truck Inventory**

All of the equipment is good going to check the other side of town sometime this week.

Tomorrow Cameron will go on the other side of town and check those trucks over.

### **Training Officer's Report**

#### **Group Training Reports**

None for this month

### **COMMITTEE REPORTS**

#### **Fundraising Committee**

The Donation letter has been sent out and we're now starting to get a lot of donations.

### **Old Business**

#### **FIRST RESPONSE**

Dave O'brien has the number; we also got the authorization letter. We will look to see if the number is attached to it.

The medical bag has been restocked by Matthew Sears.

#### **GENERATOR**

Last month we talked about getting a generator from Northern Tools. It has been approved to get a generator, but we would like to see what we could get locally.

Arthur Pratt and Richard Cole had Long Trail Electric come and look to give us an estimate. Right now, they are out eighteen (18) months.

We have a quote from Kriz General Services LLC (See Attached). He has a 12 Kw generator in stock right now.

Cameron Hilder made the motion to have Kriz General Services LCC to hook-up and install the generator for Six Thousand – eight hundred dollars (\$6,800.00) seconded by Nicholas Stark.

Yes (8) Jordan Carr, Thomas Cornell, Cameron Hilder, Joseph Mead, Bridget Pietryka, Justin Perry, Matthew Pratt, and Nicholas Stark.

No (0)

Absent (9) Tylor Black, Raymond Garrick, Robert Loomis, Mary Perry, Thorn Rathbun, Joel Roberts, Faith Sears, Matthew Sears and Eric White

RESOLVED, that the members of the Fire Company adopted to have Kriz General Services LCC to hook-up and install the generator for Six Thousand – eight hundred dollars (\$6,800.00)

#### **BASE STATION RADIO**

We have a quote from Adirondack 2-way Radio for One Thousand -eight hundred dollars and fifty seven cents. (\$1,800.57) (See Attached)

Justin Perry made the motion to accept the bid for One Thousand eight hundred dollars and fifty seven cents (\$1,800.57) plus installation, seconded by Cameron Hilder.

Yes (8) Jordan Carr, Thomas Cornell, Cameron Hilder, Joseph Mead, Bridget Pietryka, Justin Perry, Matthew Pratt, and Nicholas Stark.

No (0)

Absent (9) Tylor Black, Raymond Garrick, Robert Loomis, Mary Perry, Thorn Rathbun, Joel Roberts, Faith Sears, Matthew Sears and Eric White

RESOLVED, that the members of the Fire Company adopted to accept the bid from Adirondack 2-way Radio to pay for the hook up and plus installation.

### **PINSKY LAW CONFERENCE UPDATE**

Matthew Pratt wrote up a summary about what he learned at the Fall Pinsky Law Conference (See Attached)

### **DATA DEMON**

The software has been purchased, Matthew Pratt has been working at putting some things into the system, but we're going to have Rachel MacNamara come down and help with putting in all other information so we can have it running 100 percent.

We did approve to hire Rachel last year to just get things entered into Data Demon to help Matthew out.

### **TAX STATUS**

A brief discussion took place about our Tax Status.

Fire Companies can be either a 501 c (3) or a 501 c (4) Matthew Pratt learned at the conference that they strongly suggest that fire companies be a 501 c (3).

Richard Cole is going to look into the Application for the Tax Status. Also he will be looking for other services to help out with the application process.

### **New Business**

### **VOTING TO APPROVE PROPOSED BY-LAW AMENDMENT FOR PERSONAL LEAVE**

## **CONSTITUTION AND BY-LAW AMENDMENT RESOLUTION**

**WHEREAS**, in accordance with Article 9, section 1 of the Hampton Volunteer Fire Company's Constitution and By-laws, members received a proposed draft copy of the amendment to the Fire Companies Constitution and By-laws at least one month prior to the date of this meeting.

**THEREFORE, BE IT RESOLVED**, that, as contemplated by Article 9, section 1 of the Fire Company's Constitution and By-laws, the members of the Fire Company approved the amendment and restatement of the Fire Company's Constitution and By-laws in their entirety, in the form presented to the membership at this meeting listed below.

**RESOLVED**, that the members give the Secretary approval to update the Company's Constitution and By-laws.

**RESOLVED**, that this shall take effect immediately

## ARTICLE 8 **Duty Requirements**

### **Section 2: Personal Leave**

- A. A member may be granted a six (6) month leave of absence for personal reasons at any regular or annual meeting by a majority vote of the membership present.
  
- B. All personal leave requests must be in writing by filling out a Personal Leave Form. The member who is requesting to take leave will get the form from the Secretary.
  
- C. An additional six (6) months may be granted if requested in writing. Members must have been active for one (1) year prior to the request.
  - A. Members must turn in all company property in their possession. Service time continues to be accrued while on this status. The member will then be placed as inactivated during the time of their personal leave, and will be placed back as an active member when they come off their personal leave.

Cameron Hilder made the motion to accept the Constitution and By-law Resolution Amendment, for Personal Leave seconded by Thomas Cornell.

Yes (8) Jordan Carr, Thomas Cornell, Cameron Hilder, Joseph Mead, Bridget Pietryka, Justin Perry, Matthew Pratt, and Nicholas Stark

.No (0)

Absent (9) Tylor Black, Raymond Garrick, Robert Loomis, Mary Perry, Thorn Rathbun, Joel Roberts, Faith Sears, Matthew Sears and Eric White

DATE: January 4, 2022

## **MOVING OF FUNDS**

Any money that remained into the Fundraising account after the purchase of both the generator and the Base station radio, will then be divided up into the following accounts. Truck, Equipment and Building.

The Fundraising Account will then keep One thousand - five hundred dollars (1,500.00) to start out for the 2022 Fiscal Year.

Jordan Carr made a motion to move money from the Fundraising Account after the purchases of both the generator and the Base station radio in the following accounts Truck, Equipment and Building, and start out the Fundraising Account with One Thousand - five hundred dollars for the 2022 Fiscal year, seconded by Cameron Hilder.

Yes (8) Jordan Carr, Thomas Cornell, Cameron Hilder, Joseph Mead, Bridget Pietryka, Justin Perry, Matthew Pratt, and Nicholas Stark

.No (0)

Absent (9) Tylor Black, Raymond Garrick, Robert Loomis, Mary Perry, Thorn Rathbun, Joel Roberts, Faith Sears, Matthew Sears and Eric White

## **RESOLUTION FOR TREASURER TO PAY BILLS**

### **RESOLUTION AUTHORIZING THE TREASURER TO PAY BILLS IN ORDER TO AVOID PENALTIES AND INTEREST**

**WHEREAS**, the Fire Company has determined that due to certain bills being due prior to the Fire Company Audit of bills, AND

**WHEREAS**, the Fire Company is desirous of avoiding late fees, penalties and interest and maintain its good credit standing,

**NOW THEREFORE, BE IT RESOLVED:** That the Hampton Volunteer Fire Company hereby authorizes the Treasurer to approve the payment of bills before audit if in the reasonable discretion of the Treasurer, it is necessary to do so to avoid any costs, penalties, interest or termination of service. The Treasurer may pay claims for public utilities, postage, freight and express charges, before they are audited. The term "public utilities" includes electric, gas, water, sewer and telephone services and the purchase of fuel oil. All claims must be presented for audit at the next regular meeting audit. The claimant and the Company officer incurring or approving these claims are jointly and severally liable for any amount disallowed upon audit.

**BE IT FURTHER RESOLVED:** That the Fire Company is not required by law to pre- audit payments on principal and interest indebtedness, or amounts coming due on certain contracts

**BE IT FURTHER RESOLVED** that in the absence of the Treasurer, the Secretary is authorized to review the bills and make the determination to authorize payment for the same reason.

Yes (8) Jordan Carr, Thomas Cornell, Cameron Hilder, Joseph Mead, Bridget Pietryka, Justin Perry, Matthew Pratt, and Nicholas Stark.

No (0)

Absent (9) Tylor Black, Raymond Garrick, Robert Loomis, Mary Perry, Thorn Rathbun, Joel Roberts, Faith Sears, Matthew Sears and Eric White

Date: January 4, 2022

**RESOLUTION TO ADD/REMOVE MEMBERS FROM BANK ACCOUNTS**

**RESOLUTION REGARDING BANKING ACCOUNT CHANGE IN SIGNATORY**

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**WHEREAS**, the membership of the Hampton Volunteer Fire Company, Inc. “Company” hereby voted on the 4<sup>th</sup> day of January 2022 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 Joseph Mead, Chief and Richard Cole, President.

**RESOLVED THAT**, Bridget Pietryka, Treasurer, Matthew Pratt, Assistant Treasurer/Secretary Joseph Mead, Chief and Richard Cole, President 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 the payment of money, and to remove the existing signature of Matthew Sears, Former Chief from the account signatures list.

**RESOLVED THAT**, the Bank be furnished with the list of the 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 4<sup>th</sup> day of January 2022

Yes (8) Jordan Carr, Thomas Cornell, Cameron Hilder, Joseph Mead, Bridget Pietryka, Justin Perry, Matthew Pratt, and Nicholas Stark.

No (0)

Absent (9) Tylor Black, Raymond Garrick, Robert Loomis, Mary Perry, Thorn Rathbun, Joel Roberts, Faith Sears, Matthew Sears and Eric White



**PERSONNEL FILES**

It has been brought to the attention that personnel files have been tampered with. Several membership applications are missing from members files.

**CANCER COVERAGE**

The guidelines to the coverage are not clear, Matthew Pratt will be looking more into it and will report back at next month's meeting.

**RESIGNATION OF TYLOR BLACK**

Tylor Black has put in his resignation.

Thomas Cornell made a motion to accept Tylor Black's resignation, seconded by Joseph Mead.

Yes (8) Jordan Carr, Thomas Cornell, Cameron Hilder, Joseph Mead, Bridget Pietryka, Justin Perry, Matthew Pratt, and Nicholas Stark.

No (0)

Absent (9) Tylor Black, Raymond Garrick, Robert Loomis, Mary Perry, Thorn Rathbun, Joel Roberts, Faith Sears, Matthew Sears and Eric White

RESOLVED, that the members of the Fire Company accepted the resignation of Tylor Black.

**PUBLIC COMMENT**

No public Comment

**ADJOURNMENT**

Justin Perry made a motion to adjourn the meeting, seconded by Cameron Hilder.

All in Favor - Aye

Meeting Adjourned at 8:32 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