**January 3, 2022**

**Organizational Meeting of the Board of Fire Commissioners**

**FINALIZED**

Designated Temporary Chairman to open meeting: Vice Chair Dave Milkiewicz

Meeting Called to Order at: 7:11 pm by temporary Chairman, Vice Chair Dave Milkiewicz

**Members Present:** Chairman John Schweigert, Commissioner Jean Schweigert, Commissioner Mark Bodner, Commissioner Chris Glander, Vice Chair Dave Milkiewicz, Secretary Taylor Milkiewicz, Treasurer Heather Vooris, Bookkeeper Jean Dashnaw, John Vooris, Travis Vooris, and Chief Chuck Milkiewicz.

Meeting started with Pledge of Allegiance

**Nominations for Chairman 2022**

* Chairman John Schweigert
  + Motion made to elect John Schweigert as Chairman by Commissioner Jean Schweigert, seconded by Commissioner Mark Bodner
* Chairman John Schweigert makes a resolution that Chief Chuck Milkiewicz will be appointed as the Chief Officer, so carried
* Commissioner Jean Schweigert makes a resolution that Taylor Milkiewicz is appointed as Secretary of the Board of Fire Commissioners, so carried
* Commissioner Jean Schweigert makes a resolution that Heather Vooris is appointed as Treasurer of the Board of Fire Commissioners, so carried
* Commissioner Jean Schweigert makes a resolution that Jean Dashnaw is appointed as the Bookkeeper of the Board of Fire Commissioners, so carried
* Commissioner Chris Glander makes a resolution that the salary of the Treasurer and the Secretary will be $1,200 a year per position, so carried
* Vice Chair Dave Milkiewicz makes a resolution that the District Bookkeeper will be compensated at a rate of $20.00 per hour, so carried
* Chairman John Schweigert makes a resolution that Chief Chuck Milkiewicz will be the chief of the Best-Luther Fire Department, so carried
* Commissioner Jean Schweigert made a motion for Commissioner Dave Milkiewicz to be Vice Chair of the BOFC, seconded by Commissioner Chris Glander, so carried

Meetings will be moved to the First Thursday of each month

Chairman John Schweigert states a date for the Budget Hearing in October needs to be set up

* Date to be set up as October 18th, 2022

Chairman John Schweigert states an official newspaper needs to be selected

* Chairman John Schweigert makes a resolution to use the Times Union newspaper as the official newspaper for the BOFC, the Advertiser will be a backup, so carried.

A discussion was had about Trustco Bank brought up by Treasurer Heather Vooris and Commissioner Jean Schweigert. Commissioner Jean Schweigert made a motion that the BOFC remain with Trustco Bank, so carried.

Chairman John Schweigert makes a resolution to appoint Terry Hannigan from the Hannigan Law Firm as the District Attorney, so carried

Chairman John Schweigert makes a resolution to designate District Secretary, Taylor Milkiewicz as the District Records FOIL Officer, so carried

Chairman John Schweigert makes the resolution that the records from the District Secretary remain as paper copies, so carried

Chairman John Schweigert makes a resolution to Renew and Review Mutual Aid Law Agreements, so carried

Chairman John Schweigert makes a resolution that LGS-1 Record Retention Policy will be adopted, so carried

Chairman John Schweigert makes the resolution to designate at least one public location as the public meeting location postings as the front door of the Best-Luther Fire Department, so carried

Chairman John Schweigert makes a resolution for the approval of membership in the association including FASNY, Association of Fire Chiefs and Fire Districts, so carried

Chairman John Schweigert makes a resolution to review and renew readopt leases and contracts, so carried

Chairman John Schweigert makes a resolution to adopt new policies and readopt policies as warranted, so carried

Chairman John Schweigert declares that annual review of workplace violence policy was conducted, if applicable, so carried

Chairman John Schweigert makes a resolution to name Best-Luther Fire District as the firefighting force for the district and the district authority having jurisdiction, so carried

John Schweigert acknowledges that the district has obtained enhanced cancer disability benefits, so carried

Amendment made that the Best-Luther Fire District Uniforms for the Inspection Dinner will be civilian clothes of appropriate attire, motion made by Chairman John Schweigert, seconded by Commissioner Dave Milkiewicz, so carried.

**Adjournment**

Motion made by Commissioner Jean Schweigert, seconded by Chairman John Schweigert at 8:05 pm, so carried

Respectfully Submitted,

BOFC Secretary

Taylor Milkiewicz