

HENRIETTA FIRE DISTRICT
ORGANIZATIONAL MEETING
JANUARY 11, 2022- 5:30 PM

Congratulations to newly elected Commissioner Michael Stafford

1. Nominate new Chairman.
2. Appoint Barbara Schaeffer as Sec/Treas. for 2022 at salary designated in the 2022 budget (\$71,046).
3. Authorize Sec/Treas. to make the necessary internal budget adjustments within a category and its subcategory.
4. Authorize the Treasurer's annual report to coincide with the annual audit and comply with Town Law, Section 177. Must be submitted within 60 days after the end of the fiscal year.
5. Approve bonds in the amount of \$400,000 each for Treasurer, Clerk III, Fire Chief, and the Assistant Fire Chief.
6. Authorize the District to retain a depository of funds at the Five Star Bank (Henrietta Branch), and such banks as the Treasurer deems necessary in the best interest of the HFD.
7. Retain the firm of DesMarteau and Beale as counsel for the HFD.
8. Appoint Stephen Rossi, of Paris-Kirwan, as Insurance Broker to place the necessary fire liability and compensation insurance for HFD for 2022.
9. Name Rochester Business Journal as the official newspaper of the HFD, and the Democrat and Chronicle as the alternate.
10. Sign a contract to lease said areas in the company owned stations for the Fire District equipment. Lease agreements are in the amount of \$23,000 each for: Henrietta Co. #1, Genesee Valley Fire Department, and West Henrietta Fire Department per the 2022 budget.
11. Authorize payment for 2022 membership dues in various associations.
12. Regular Business Meetings of the Henrietta Fire District Board of Fire Commissioners will be held the second Tuesday of each month during the year 2022 at 5:30 p.m. Location of meetings is Station 4, 850 Bailey Road, West Henrietta, NY. Notice of meetings shall be published in the Rochester Business Journal as a legal notice.
13. Authorize the Sec./Treasurer to sign all necessary forms for the Service Awards Account held thru RBC Dain Rauscher for the year of 2022.
14. Resolution to utilize the services of Coughlin & Gerhart, LLP for labor related matters, as needed.
15. Resolution to adopt the Post-Issuance Tax Compliance and Continuing Disclosure Policies and Procedures for Tax-Exempt Notes & Bonds.