

ORGANIZATIONAL MEETING

YEAR 2026

Meeting Date January 5, 2026

Proof of Publication:

Temporary Chairman Named:

Swear in new Commissioner(s) and Secretary and Treasurer:

Commissioner Training required within 270 days of election

Elect Chairman:

Executive Session:

Approve Chief Gleeson - annual salary of \$ per contract

Approve Deputy Chief - annual salary of \$

Approve Part-time Firefighter/EMTs hourly rate of \$26/hour

Approve Community Risk Reduction Specialist – annual salary of \$

Appoint Secretary and Salary: A. Speach provision for salary as budgeted
\$

Appoint Treasurer and Salary: W. Dwyer, \$

Appoint Deputy Treasurer and Salary: A. Speach (no salary)

Designate (2) commissioners as 2nd signature on checks over \$5000

Adopt legal holidays for year: see handout

Review and affirm Employee Handbook:

Re-affirm current district policies.

Review Bond of Treasurer and Deputy Treasurer:

Designate Official Newspaper: Post standard

Set meeting dates for year: see handout

Appoint Attorney: Steven Shahan and Bond, Schonek & King

Appoint Medical Director: Dr. Shaw

Designate official depository and adopt Investment Policy:

Approve M&T bank as official depository and NY Class for investment per the policy below.

Investment Policy: The Treasurer shall be the official in charge of handling the investment of monies with the guidance of the Board. Any time the balance deposited in any bank shall exceed \$100,000; the Treasurer will request collateral from the institution in question for monies in excess of those guaranteed by the Federal Government.

Annual Review of Reserve Funds: Re-affirm reserve funds;

Reserve Fund for Capital Improvements to Buildings:

Established December 17, 1973

Established by resolution, expenditure by permissive referendum

Reserve Fund for Fire Apparatus: (Name changed on November 20, 2006, previously Fire Vehicle Reserve Fund)

Established December 30, 1991

Established by resolution, expenditure by permissive referendum

Reserve Fund for Contingency and Tax Stabilization:

Established December 29, 2003

Established by resolution, expenditure by permissive referendum

Re-established by resolution and permissive referendum

December 20, 2010

Reserve Fund for Equipment

Established October 16, 2006

Established by resolution, expenditure by permissive referendum

Reserve Fund for Retirement Contribution

Established December 30, 2024

Established by resolution.

Review and approve Treasurer's Annual Report

May choose to use Annual Report by March 1

Review Treasurer's records:

Authorize Treasurer to prepay utilities and bills giving discount for prompt payment, and fixed salaries and compensation for services, credit card, and present vouchers at monthly meetings. Authorize Treasurer to pay expenses approved by the Board to be paid prior to meetings and present vouchers at monthly meetings:

Set reimbursement for mileage per IRS rate: 72.5 cents- current IRS rate at the time of travel.

Request letter from members doing business with District:

Request Fire Department to notify Board of Fund Raising activities for year and acknowledge receipt and approve activities: (see handout) and any alcohol use.

Approve County Fire Instructors who are members of BCSFD to instruct outside Belgium Cold Springs Fire District:

Approve participation of Belgium Cold Springs Fire Department members on Onondaga County Special Ops teams for VFBL coverage:

Approve Belgium Cold Springs Fire Commissioners, Employees, and Belgium Cold Springs Fire Department Members who participate as Directors or in an official capacity in Non-Profit organizations for coverage on our insurance policies:

Approve attendance at the AFDSNY Commissioner Training, Annual Training, and Regional Training for commissioners and district officers.

Approve fire district membership to AFDSNY and Central Region.

Approve fire district election board.

Approve 1st Assistant Chief: John Melchior

Committee assignments for year: (see handout)

Any additional business:

- Approve travel for K. Thompson to the AFDSNY board of directors meetings (at no cost to the district).

Next Meeting: January 21st at 7pm at station #1

Adjournment

2026 Meeting Dates

January 21 – Wednesday

February 23 – Monday

March 16- Monday

April 20 - Monday

May 18 - Monday

June 15 – Monday

July 20 – Monday

August 17 – Monday

September 21 – Monday

October 19 – Monday

November 16 – Monday

December 21– Monday

October 19 – Budget Hearing

December 8 - Tuesday – District Elections

HOLIDAYS - 2026

January 1	New Year's Day	Thursday
January 19	Martin Luther King, Jr. Day	Monday
February 16	President's Day	Monday
May 25	Memorial Day	Monday
June 19	Juneteenth	Friday
July 3	Independence Day	Friday
September 7	Labor Day	Monday
October 12	Columbus Day	Monday
November 11	Veteran's Day	Wednesday
November 26	Thanksgiving Day	Thursday
November 27	Day after Thanksgiving	Friday
December 24	Day before Christmas	Thursday
December 25	Christmas	Friday
January 1, 2027	New Year's Day	Friday