

Port Ewen Board of Fire Commissioners

P.O. Box 832 129 Legion Court

Port Ewen, New York 12466

Tel: (845) 338-8422 Fax: (845) 338-1243

Willia, McNamara

Scott Sammons – Chairman

Roger Boughton

Michelle Spinnenweber

Shannon Harris

Mike Dauner – Secretary

Wendy Trojak – Treasurer

When a Treasurer is an appointed position the Commissioners designate a temporary Chairman among themselves to open meeting until Chairman is appointed – Past practice Secretary opens meeting and seeks motion for Chairman

- Motion to Appoint Chairman of Board of Fire Commissioners
- Motion to appoint Secretary /Deputy Treasurer (Mike Dauner 2024)
- Motion to set Secretary Salary with addition of LOSAP duties
- Motion to appoint Treasurer /Deputy Secretary (Wendy Trojak 2024)
- Motion to set meeting dates, times, and location Discuss cancelling 1st November meeting due to Election Day
- Motion to have Daily and Sunday Freeman official District paper
- Motion for official bank (Bank of Greene County 2024)
- Motion appoint custodian (Frank Banks – FB Facility & Property Maintenance 2024)
- Appoint Fire District Attorney (Hannigan Law Firm)
- Motion to maintain membership in AFDSNY, UC Assoc. of Fire Districts and NYS Assoc. of Fire Chiefs (pay annual dues)
- Resolution for Treasurer to pay in advance of audited claims for water and electric Utilities, telephone payment, postage, gas /diesel account, office supplies.
- Appoint Board members to Committees:
 1. Buildings /Grounds:
 - Sta #1 – (Commissioner Boughton 2024)
 - Sta #2 – (Commissioner McNamara 2024)
 - Headquarters /Headquarters Rental Liason – (Commissioners’ Spinnenweber & Harris 2024)
 2. Liaison to Chiefs for Apparatus – (Commissioner McNamara 2024)
 3. Government Agency Liaison – (Commissioner Sammons 2024)
 4. Secretary /Treasurer Liaison – (Commissioner Sammons 2024)
 5. Physicals – (Secretary Dauner 2024)
 6. Insurance – (Commissioners Spinnenweber 2024)
 7. Grants – (Commissioner Harris 2024)
- Motion to set location of district elections - Headquarters
- Approve any lease and contracts (MES SCBA /Compressor, GenPlus – Generators, SAFECO – alarm), State Line - Jaws Service
- Approve mileage rate (2024 Rate will be 67 cents/mile)
- Appoint LOSAP Administrator (Clark R. Mains was appointed fall 2024 for effective 2025)
- Motion to appoint District Mechanic for apparatus (Fitzgerald Bros. 2024)

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- Adopt -Readopt Policies
 - Personnel
 - Procurement
 - Harassment
 - Sexual Harassment
 - Workplace Violence
 - Whistleblower
 - Chiefs Vehicle
 - Gear & Equipment
 - Investment
 - Capitalization
 - Code of Ethics
 - Voucher
 - Data Recovery
 - Document Retention
 - Credit Card
 - Medical Clearance
 - Drug & Alcohol Abuse