

**POUND RIDGE FIRE DISTRICT  
MINUTES OF THE JANUARY 13, 2026 ORGANIZATIONAL MEETING**

**PRESENT:** Commissioners: Roemer, Gallagher, Trail, Sacks.

**ALSO PRESENT:** Secretary/Treasurer Friedland, Former Commissioner Ekholm

**ABSENT:** Commissioner Tivolacci

**CALL TO ORDER:** Secretary/Treasurer Friedland called the organizational meeting of the Pound Ridge Fire District to order at 7:05p P.M.

**APPROVAL OF MINUTES:** Secretary/Treasurer Friedland asked for approval of the minutes of the January, 2025 meeting. Commissioner Sacks made the motion to approve. All in favor.

**NOMINATION FOR CHAIRMAN:**

Secretary/Treasurer Friedland asked for a nomination for Chairman of the Fire District for the year 2026. Commissioner Gallagher nominated Commissioner Roemer. Secretary/Treasurer Friedland asked for a Motion.

***Commissioner Gallagher made a motion that Commissioner Roemer be Fire District Chairman for the year 2026. Commissioner Sacks seconded the motion. All in favor. Commissioner Roemer assumed the chair for the rest of the meeting.***

**NOMINATION FOR VICE CHAIRMAN:**

Chairman Roemer asked for a nomination for Vice Chairman for the year 2026. Commissioner Gallagher nominated Commissioner Trail. Chairman Roemer asked for a Motion.

***Commissioner Gallagher made a motion to appoint Commissioner Trail Vice Chairman for the year 2026. Commissioner Sacks seconded the motion. All in favor. Motion carried.***

**FOLLOWING RESOLUTIONS MADE DURING MEETING**

- 1. RESOLUTION 1.1 BE IT RESOLVED that the regular meetings of the Pound Ridge Fire District will be held on the Second Tuesday of the month, held at 7:00 p.m. at the Pound Ridge Firehouse, located at 80 Westchester Ave, Pound Ridge NY. The location and time of the meeting may be changed by further resolution of the Board of Fire Commissioners upon proper notification to the local media of such change. *Motion by Commissioner Gallagher/Second by Comm. Sacks. Passed***
- 2. RESOLUTION 1.2 BE IT RESOLVED that Justin Friedland is hereby appointed secretary of the Pound Ridge Fire District. Said secretary is also appointed the Public Information Officer of the Pound Ridge Fire District. *Motion by Comm. Gallagher/Second by Comm. Trail - Passed***
- 3. RESOLUTION 1.3 BE IT RESOLVED that Justin Friedland is hereby appointed treasurer of the Pound Ridge Fire District. *Motion by Comm. Gallagher/Second by Comm. Trail- Passed***
- 4. RESOLUTION 1.4 BE IT RESOLVED that Jane Darold is hereby appointed vice treasurer of the Pound Ridge Fire District. *Motion by Comm. Sacks/Second by Comm. Gallagher Passed***
- 5. RESOLUTION 1.5 BE IT RESOLVED that Brad Pinsky is hereby appointed attorney for the Pound Ridge Fire District for the year 2024. *Motion by Comm. Gallagher/Second by Comm. Sacks. Passed***

6. **RESOLUTION 1.6 BE IT RESOLVED that the Journal News is designated as the Official Newspaper of the Pound Ridge Fire District. Motion by Comm. Gallagher/Second by Comm. Sacks. Passed**
7. **RESOLUTION 1.7 BE IT RESOLVED that Chase Bank is designated as the Official Bank of the Pound Ridge Fire District. Motion by Comm. Gallagher/Second by Comm. Sacks. Passed**
8. **RESOLUTION 1.8 BE IT RESOLVED that the Pound Ridge Fire District will maintain membership in the following organizations:**
  - a. **Association of Fire District of the State of New York (A.F.D.S.N.Y.)**
  - b. **Fireman’s Association of the State of New York (F.A.S.N.Y.)**
  - c. **Westchester County Association of Fire Districts**

*Motion by Comm. Gallagher/Second by Comm. Sacks. Passed*

9. **RESOLUTION 1.9 BE IT RESOLVED that the Pound Ridge Fire District will support membership by the Chief in the following Organizations:**
  - a. **New York State Association of Fire Chiefs**

*Motion by Comm. Gallagher/Second by Comm. Sacks. Passed*

10. **RESOLUTION 1.10 BE IT RESOLVED that the Treasurer of the Pound Ridge Fire District is authorized to pay in advance of an audit by this Board of Fire Commissioners of the following claims. Such claims must be presented to the next meeting of the Board of Fire Commissioners of the (Fire District) for audit:**
  - a. **Utility payment to NYSEG for light**
  - b. **Telecommunications/Internet payment to Verizon and AT&T**
  - c. **Payment to the U.S. Postmaster for postage expenses**
  - d. **Payments to UPS & FedEx freight or delivery charges.**
  - e. **Fixed salaries and benefits payments**

*Motion by Comm. Gallagher/Second by Comm. Sacks. Passed*

#### **MOTION TO ADOPT THE FOLLOWING FIRE DISTRICT POLICIES**

- f. **Code of Ethics**
- g. **Code of Conduct**
- h. **District Purchasing Policy**
- i. **Sexual Harassment Policy**
- j. **Member Owned and PPE Policy**
- k. **Travel and Expense Policy (with identified mileage reimbursement rate)**
- l. **Social Media Policy**

*Motion by Comm. Gallagher/Second by Comm. Trail – Passed*

**N.B. – All above actions carried unanimously except as noted.**

#### **12. COMMISSIONER ASSIGNMENTS**

- m. Water Source – Trail
- n. Insurance - Roemer
- o. Westchester County Liaison - Gallagher
- p. New York State Controller and Employee Benefits – Sec’y
- q. Town/Planning Board Liaison – Gallagher
- r. Medical - Roemer
- s. Long term planning – Sacks
- t. Apparatus committee - Trail
- u. OEM representation delegated to Chief of the Department- Chief Zafonte
- v. Building and Addition – Tavalacci/Ekholm

**NOMINATION FOR PURCHASING AGENT:**

Chairman Roemer asked for a nomination for Purchasing Agent. Commissioner Gallagher nominated Commissioner Sacks as purchasing agent for the year 2026.

*Commissioner Gallagher made a motion to appoint Commissioner Sacks purchasing agent for the year 2026. Commissioner Trail seconded the motion. All in favor. Motion carried.*

**DESIGNATION OF AUDITOR:**

Chairman Roemer asked for a nomination for Auditor for the Fire District for the year 2026. Secretary Friedland reported that we have an existing agreement with Robert Allgier, CPA.

*Commissioner Trail made a motion to appoint Robert Allgier, CPA as the district Auditor, seconded by Commissioner Gallagher. All in favor. Motion carried.*

**SIGNATORIES TO CHECKS:**

Chairman Roemer asked for a motion to designate those authorized to sign checks.

*Commissioner Gallagher made a motion to designate any Commissioner together with the Secretary/Treasurer as authorized to sign checks, and in the event that the Treasurer is incapacitated, then the Assistant Treasurer together with any Commissioner are authorized to sign checks. Commissioner Trail seconded the motion. All in favor. Motion carried.*

**MILEAGE REIMBURSEMENT:**

Chairman Roemer asked for a motion to adopt the federal reimbursement rate of \$.72.5 per mile as the mileage reimbursement rate for district business and training.

*Commissioner Sacks made a motion to adopt the federal reimbursement rate of 72.5 cents per mile as the mileage reimbursement rate for district business and training. Commissioner Trail seconded the motion. All in favor. Motion carried.*

**ADJOURNMENT:**

There being no further business, Chairman Roemer asked for a motion to adjourn the Organizational meeting.

***Commissioner Sacks made the motion to adjourn the meeting. Commissioner Trail seconded the motion. All in favor. Motion carried. Organizational meeting adjourned at 7:20 P.M.***

Respectfully submitted,  
Justin Friedland – Secretary/Treasurer