



# ENDWELL FIRE DISTRICT

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EMERGENCIES 911

AGENDA  
ENDWELL FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
ORGANIZATIONAL MEETING  
JANUARY 14, 2026

Designate Temporary Chairman to Open Meeting

Call to Order 6:00 p.m.

1. Election of Fire District Officers
  - a. Chairman – Board of Fire Commissioners
  - b. Vice Chairman – Board of Fire Commissioners
2. Appointment of District Officials
  - a. Secretary – Endwell Fire District
  - b. Treasurer – Endwell Fire District
  - c. Deputy Treasurer – Endwell Fire District
3. Set Salaries for 2026;
4. Motion to establish monthly meeting time and place;
5. Appoint Fire District Attorney;
6. Motion to designate Press & Sun-Bulletin as the District's official newspaper;
7. Motion to designate official bank or trust companies to deposit District Funds;
8. Motion to authorize Treasurer to invest funds;
9. Motion to designate authority to sign checks;
10. Motion to reaffirm the Fire District Investment Policy for 2026;
11. Approve membership in the county and state organizations;
  - a. Association of Fire Districts 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. National Fire Protection Association
  - d. Broome County Firefighters' Association
  - e. New York State Association of Fire Chiefs
  - f. International Association of Fire Chiefs
  - g. Broome County Fire Chiefs' Association
  - h. Western Broome County Fire Chiefs' Association
  - i. Fire Engineering

12. Appoint Records Management Officer – District Secretary
13. Motion to designate the FOIL Appeals Officer - Chairman
14. Assign Commissioners to Committee Assignments:
  - a. Apparatus Replacement: Leighton & Costello
  - b. Equipment: Leighton & Costello
  - c. Facilities/day-to-day operations: Lewis & Arnold
  - d. Grants: Leighton
  - e. HazMat & Medical Liaison: Arnold
  - f. Long-Term Planning, Finance, and Budget: Cook & Leighton
  - g. One Non-Voting Member of the Ethics Board: Usually the Chairman
  - h. OSHA Liaison: Costello
  - i. Personnel and Training: Lewis & Cook
  - j. Public Information Officer: Fire Chief
  - k. Station 3: Arnold & Costello
  - l. Advisor to the Grievance Committee: Arnold
15. Assign Commissioners to Fire Company Committees:
  - a. Company Membership: Arnold (alternate: Costello)
  - b. Finance: Leighton (alternate: Cook)
  - c. Fire Company By-laws: Cook (alternate: Costello)
  - d. Fire Officers Qualifications: Lewis (alternate: Arnold)
  - e. Income and Contingency Fund: Leighton (alternate: Cook)
  - f. Life Membership: Costello (alternate: Arnold)
  - g. Memorial Fund: Leighton (alternate: Lewis)
  - h. Uniforms: Lewis (alternate: Leighton)
16. Appoint an Audit Firm for the 2026 Fiscal Year;
17. Appoint a Firm to prepare the 2025 Financial Report;
18. Approve Chief Fire Officers for 2026;
19. Approve payment of bills received between 12-18-2025 through 01-14-2026;
20. Motion to authorize Treasurer to pay vouchers, utilities, payroll, debt service, credit cards, special check requests, and certain claims as due;
21. Motion to authorize designated officers to use Fire District credit cards in accordance with District policy
22. Motion authorizing the Chair, Secretary, and Treasurer to execute contracts and agreements as approved by the Board.
23. Motion to close the Organizational Meeting;