

HENRIETTA FIRE DISTRICT
ORGANIZATIONAL MEETING
JANUARY 13, 2026- 5:30 PM

Congratulations to newly elected Commissioner Martin

DRAFT

Resolutions to:

1. Nominate new Chairman.
2. Appoint Barbara Schaeffer as Sec/Treas. for 2026.
3. Authorize the Sec/Treas. to make the necessary internal budget adjustments within a category and its subcategory.
4. Review and approve the 12/31/25 member list for Co. 1-3 & Benevolent for distribution of fire tax funds
5. Authorize the Sec/Treas. to distribute the fire tax (2% money) to the benevolent and fire companies upon receipt of those funds in late June, per the policy for the Distribution of Fire Taxes
6. Authorize the Sec/Treas. to transfer funds to the reserve account(s), per the 2026 Adopted Budget, upon receipt of the tax levy funds.
7. Authorize the Sec./Treasurer to sign all necessary forms for the Service Awards Account held thru RBC Dain Rauscher for the year of 2026.
8. 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.
9. Approve bond coverage for Treasurer, Clerk III, Fire Chief, and the Assistant Fire Chief.
10. Authorize the District to retain a depository of funds at the Canandaigua National Bank (Henrietta Branch) and Five Star Bank (Henrietta Branch), and any such banks as the Treasurer deems necessary in the best interest of the HFD.
11. Retain the services of Peter J. Weishaar as counsel for 2026.
12. Retain services of Bernard P. Donegan Inc for financial management services
13. Appoint Stephen Rossi, of Paris-Kirwan, as Insurance Broker to place the necessary fire liability and compensation insurance for HFD for 2026.
14. Name Rochester Business Journal as the official newspaper of the HFD, and the Democrat and Chronicle as the alternate.
15. Sign a contract to lease said areas in the company owned stations for the Fire District equipment. Lease agreements are in the amount of \$25,000 each for: Henrietta Co. #1, Genesee Valley Fire Department, and West Henrietta Fire Department per the 2026 budget.
16. Authorize payment for 2026 membership dues in various associations.
17. Regular Business Meetings of the Henrietta Fire District Board of Fire Commissioners will be held the second Tuesday of each month during the year 2026 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.
18. Resolution to utilize the services of Bond, Schoeneck & King PLLC for labor related matters, as needed.
19. Resolution to adopt the Post-Issuance Tax Compliance and Continuing Disclosure Policies and Procedures for Tax-Exempt Notes & Bonds