

**South Salem Fire District
Annual Organizational District Meeting
January 13, 2026**

Pledge of Allegiance led by Fire Assistant Chief Davison

Members Present:	A/Cs: Mike Davison
Commissioners:	Treasurer: Neal Blum
Keith Bauer	Secretary: Beth Mansfield
Paul Amerling	Property Manager: Kevin Andros
Michael Lombardi	
Thomas Gossett	
Avery Scott	
Absent: Chief Yorke	
Guest attendees: Rob Dent	

Treasurer Neal Blum to serve as the temporary Chairman of the January 13, 2026, Organizational District Meeting of the South Salem Fire District.

Meeting Called to Order by Treasurer Neal Blum at 7 p.m.

- Commissioner Bauer presents a copy of the document showing his swearing in as the new Fire District Commissioner, for a 5-year term by the Town Clerk of Lewisboro, N.Y. Janet Donohue dated January 6, 2026.
- Election of Chairman- Commissioner Lombardi nominated Commissioner Bauer for Chairman of the board for the year 2026.
Additional nominations - none

Upon Motion by Comm. Lombardi, seconded by Comm. Scott, that the nominations for Chairman of the Board of Fire Commissioners for the year 2026 be closed, Commissioner Bauer receives five votes for Chairmanship.

Elected Chairman Bauer now presides over remainder of the meeting.

Appointment of Secretary

Upon Motion by Comm. Lombardi, seconded by Comm. Gossett that Beth Mansfield be appointed as Fire District Secretary for the year 2026. The Secretary's compensation beginning January 1, 2026, is to be set at a monthly rate of \$916.67.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Appointment of Treasurer

Upon Motion by Comm. Lombardi, seconded by Comm. Gossett, that Neal Blum be appointed as Fire District Treasurer for fiscal year 2026. The Treasurer’s compensation for 2026 is to be set at the rate of \$3,041.10 per month.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Appointment of District Property Manager

Upon Motion by Comm. Lombardi, seconded by Comm. Scott that Kevin Andros be appointed as District Property Manager for the year 2026. Compensation beginning January 1, 2026, is to be set at rate of \$38.38 per hour.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Upon Motion by Comm. Bauer, seconded by Comm. Gossett that the Treasurer be authorized to render his annual report to the Board within 60 days after the end of the fiscal year and that this authorization be effective annually until rescinded. The Board authorizes that the Treasurer file with the State Comptroller’ Office within 60 days, the Annual Update Document (AUD) report.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Upon Motion by Comm. Bauer, seconded by Comm. Lombardi and discussion held, in Pursuant to the authority granted to the board of Fire Commissioners of the South Salem Fire District, the Treasurer is hereby instructed to assign the General Fund's fund balance of \$200,000 for the purpose of financing fiscal year 2026 expenditures in anticipation of annual

property tax receipts from the Town of Lewisboro, New York. This resolution is not subject to permissive referendum pursuant to General Municipal Law.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

The Board authorizes the Treasurer by resolution permission to pay “common” bills prior to Board audit. Such bills, (electric, cable, telephone, fuel, refuse, life insurance payments, payroll taxes) will be subject to audit review at upcoming Board meetings. Resolution offered by Comm. Bauer, seconded by Comm. Lombardi.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

The Board authorizes the Treasurer to make necessary transfers from Money Market Account to Checking to cover bill payments. Such transfers will be reported at the next regular meeting. Resolution offered by Comm. Bauer, seconded by Comm. Scott.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

The Board authorizes the Treasurer by resolution permission to pay limited credit card bills prior to Board audit to avoid late payment dates. Such charges shall follow procurement policies and will be subject to audit review at an upcoming Board meeting. Resolution offered by Comm. Bauer, seconded by Comm. Scott.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Upon motion by Comm. Bauer and seconded by Comm. Gossett and discussion held the Board agreed that the Fire Chief be authorized to render his annual Fire Chief’s report within 60 days after the end of the fiscal year to allow for its preparation.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Upon Motion by Comm.Gossett, seconded by Comm. Scott and discussion held, the following resolution was approved: The Katonah Lewisboro Times, be used as the official newspaper for all legal notices and other official communications of the South Salem Fire District. The Board also authorizes the placement of bid notices in the Journal News on an “as needed basis”. All legal notices and other official communications of the South Salem Fire District will also be placed on website operated by the Fire District.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Upon Motion by Comm. Bauer, seconded by Comm. Lombardi and discussion held, that TD Bank NA, be used as the official bank for financial business of the South Salem Fire District subject to interest rates for borrowing and savings and service are the most beneficial to the Fire District, otherwise alternative banking arrangements may be approved by the Board.

In accordance with the New York State Financial Management Guide, the Board hereby appoints the Treasurer to administer the district’s investment program. The district’s depositories shall be TD Bank NA for a maximum amount of \$5,000,000 that will be invested in regular checking, saving and reserve accounts, all of which shall be either collateralized under a Tri-Party Collateral, or FHLB LOC agreement, having Government bonds or LOC placed available in the name of the South Salem Fire District.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Commissioner Amerling and Commissioner Scott will be designated as the Finance Commissioners, responsible for review of monthly Banking statements and employee payroll vouchers. If necessary the treasurer will obtain banking cards to update any necessary banking resolutions and signature cards. Commissioners authorized to act as check signers include Bauer, Lombardi, and Gossett. All checks in the amount of \$1,500 or more must have two signatures.

Commissioner Lombardi and Commissioner Amerling are designated as the Insurance Liaison officers.

Commissioner Amerling and Commissioner Scott are designated as Administration Human Resources officers and act as liaison with Westchester County Dept. of Human Services

Professional Services:

Upon motion by Comm. Bauer, seconded by Comm. Lombardi, the Board designates BST Accounting, as the Auditor, to perform audit for the district for the fiscal year ending 2025, based on a fee of 11,500.00. Treasurer is hereby authorized to sign engagement letter.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Upon motion by Comm. Bauer, seconded by Comm. Scott votes to appoint The Annual Maintenance Service on the appraisal of Fire District property: The Board designates Appraisal Affiliates Inc, to prepare for insurance purposes, the GASB34 report will be reflected Annual Update Document (A.U.D) and is used by the Auditor to complete the annual financial condition of the district for the year 2025, for the fee of \$1,500 based on a 2016 agreement

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Upon motion by Comm. Bauer, seconded by Comm. Lombardi the Board reaffirms that PC Lee Computer, as the Information Technology Servicer to perform IT Functions of the District for the year 2026, for the annual fee of \$3,299. Comm. Scott will act as liaison and Commissioner assigned to technology.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Approval to hire Attorney

Upon Motion made by Commissioner Bauer, Seconded by Commissioner Lombardi and discussion held, the following resolution was approved, to hire Nicole Strippoli of the firm Monaco Cooper Lamme & Carr PLLC, Attorneys and provide legal counsel in 2026 at a rate of \$285 per hr. Comm. Lombardi and Comm. Amerling will serve as liaisons.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Building Contractors

Vendors: Property Manager Kevin Andros:

Servicing of Vehicles

Pricing for Utility 79 and the Chiefs Cars repairs will be performed at Salem Auto and Sal's. The prices are as follows: Salem Auto - 8qt. oil change \$145, Hourly rate \$130.

Sal's - 8qt. oil change \$160, Hourly rate \$125.

Fire Departments apparatus vehicles for the year 2026 will be done at Stronghold, Firematic, and Hudson Valley at the following rates: \$175/ \$195 / \$200 (shop hours).

Oil and Propane Fuel:

Heritage will be servicing our oil for 2026 for \$2.97/gallon (.75 over rack price).

Durkin will be servicing our propane for 2026 for \$2.59/gallon (1.25 over rack price).

Garage Doors: All Door. Pricing is as follows: Service call \$195 and \$95/hr = \$290.

Contractors: Based upon a 3 Year Bid packet for Contractors conducted January 2025 and ending 2027. Building contractors are as follows for 2026:

- 1. Electrical:** Hadlock Consulting DBA Lewisboro Electrical Service
- 2. Carpentry:** All Around Construction and On the Mark Contracting
- 3. Plumbing:** TBD

Additional Building Contracts as presented by Property Manager are as follows:

Generators: Wildco: \$2,000 /year, tonnage \$3,013/ year

Cummings - Bronx Branch \$3,141.64 / year.

Upon Motion by commissioner Bauer, seconded by Comm. Scott, the generators will be serviced for the year 2026 by Cummings, for a price of \$3,141.64.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

Upon motion by Comm.Bauer, seconded by Comm. Lombardi, the Board will annually Adopt the South Salem Fire Department By-laws for the year 2026.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

The Board reaffirms that Lexipol will be the Policy Management company for the year 2026 - 2027 at an agreed upon fee of \$ n/a.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x
Paul Amerling	x
Thomas Gossett	x
Avery Scott	x
Michael Lombardi	x

The Board discussed adopting policies compliant with the New York State Officers Guide and the New York State Fire Law, and will be discussed further at New Business during the January District meeting.

Upon Motion by Comm. Bauer, seconded by Comm. Lombardi that the South Salem Fire District sets its Regular Monthly Commissioner Board Meetings on the second MONDAY of each Month beginning at 7:00 p.m.

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x				
Paul Amerling	x				
Thomas Gossett	x				
Avery Scott	x				
Michael Lombardi	x				

Beginning on Jan. 1, 2026, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be 72.5 cents per mile for business miles driven. (Calculated) using an annual study of the fixed and variable costs of operating an automobile, including depreciation, insurance, repairs, tires, maintenance, gas, and oil.)

COMMISSIONER VOTES: YES NO ABSENT ABSTAIN RECUSE

Keith Bauer	x				
Paul Amerling	x				
Thomas Gossett	x				
Avery Scott	x				
Michael Lombardi	x				

The meeting was closed at 8:03 by Chairman Bauer, followed by the January District meeting.

Respectfully submitted,

Beth Mansfield
Secretary
South Salem Fire District