



## **BEDFORD VILLAGE FIRE DISTRICT**

### **MINUTES**

**Date of Meeting:** January 12, 2026

**Type of Meeting:** Organizational Meeting

**Location of Meeting:** Firehouse – 550 Old Post Road

**Presiding Officer:** Commissioner Carleton

**Members Present:** Commissioners, Kyle Carleton, Andrew Cunningham, Ted Eigel, Donna Marino and Robert Mazurak. Also present were treasurer Robert Sour and Secretary Angela Sour.

**Meeting opened at 7:31pm by Commissioner Carleton.**

Commissioner Carleton was elected for a 5-year term starting January 1<sup>st</sup>, 2026, through December 31<sup>st</sup>, 2030. Commissioner Carleton will complete his commissioner training and advise the secretary and his swearing in by the Town Clerk. Commissioner Eigel was elected for 3 years to complete the term vacated by Commissioner Feldman starting January 1<sup>st</sup>, 2026, through December 31<sup>st</sup>, 2028. Commissioner Eigel will complete his commissioner training and advise the secretary and his swearing in by the Town Clerk.

Commissioner Marino motioned to elect Commissioner Carleton as Chair for 2026. The motion was seconded by Commissioner Eigel. All commissioners present passed the motion. Commissioner Mazurak motioned to elect Commissioner Cunningham as Deputy Chair for 2024. The motion was seconded by Commissioner Carleton. All commissioners present passed the motion.

Commissioner Marion motioned to re-appoint Angela Sour as Secretary of the Board of Fire Commissioners for a term of office expiring December 31, 2026. The motion was seconded by Commissioner Cunningham. All commissioners present passed the motion.

Commissioner Carleton motioned to appoint Robert John Sour as Treasurer of the Board of Fire Commissioners for a term of office expiring December 31, 2026. The motion was seconded by Commissioner Eigel. All commissioners present passed the motion.

Commissioner Carleton motioned to accept Scott Dow of Kornfeld, Rew, & Newman to be retained as Fire District's Attorney for 2025 on a per diem basis. The motion was seconded by Commissioner Marino. All commissioners present passed the motion.

Commissioner Mazurak motioned to accept Shawn Carmody as Chief, Jason Siemers as 1<sup>st</sup> Assistant Chief and Ari Kellner as 2<sup>nd</sup> Assistant Chief for a term of one year starting January 1st to December 31st, 2026. The motion was seconded by Commissioner Cunningham. All commissioners present passed the motion.

The following items to be reviewed and motioned for acceptance at the end of the discussion:

The Board authorizes the Treasurer to submit a copy of the 2025 annual report to the Department of Audit and Control by March 1, 2026, and a copy be presented to the Board at least one week prior for review prior to submission.

Maintain a Surety Bond be kept at the amount of \$1,000,000.00 for the Official Undertaking of the Treasurer. The Surety Bond will be filed with the Town Clerk of the Town of Bedford.

The following annual salaries have been established for the District officials and employee: District Secretary \$\_\_\_\_\_ District Treasurer \$\_\_\_\_\_ and Caretaker \$\_\_\_\_\_. The per diem fee of \$300.00 per hour for attorney, Jerome Jefferson.

Retain Chase Bank, Hunting Ridge Mall, Bedford, New York be the bank for the District and the Treasurer be the only one authorized to deposit funds, sign checks and transfer funds to investments. All checks written in the amount over five thousand dollars must be cosigned by a second signature, that of any commissioner.

The Board to retain its investment policy as written.

The Journal News and The Recorder to be the official newspaper for the District.

The regular meeting of the Bedford Village Fire District will be held on the 2nd Monday of each month except for a legal holiday at 7:30pm at the Bedford Village Fire House.

Maintain the procurement policy as it currently stands.

The Bedford Village Fire District maintain affiliation with the following organizations:

- Association of Fire Districts – State of New York
- Association of Fire Districts – County of Westchester
- New York State Association of Fire Chiefs
- Westchester County Fire Chiefs Association.

The Board of Fire Commissioners will participate in the annual convention and mid-year workshop of the Association of Fire Districts-State of New York and the Treasurer will be authorized to submit appropriate payments: Resolved that the Board participate in the Installation of Officers of the Association of Fire Districts-County of Westchester and that the Treasurer be authorized to submit appropriate payments.

Continuation of the Westchester County Mutual Aid Agreement.

Ratify the District's Code of Ethics.

The District to contribute funds of \$9,000 toward parades expenses in which the Bedford Fire Department of the District participates during the year 2026 and contribute \$3,000.00 for the purchase of new uniforms for the department as these were approved in the 2026 budget.

Continue to pay for physicals for active firefighter's and EMT's, as per medical and age categories previously established.

Appoint the Secretary to be the Records Access Officer for the Bedford Village Fire District pursuant to Chapter 578 of the Freedom on Information Law of 1974.

Appoint the Chair, as an Appeals Officer for the Bedford Village Fire District pursuant to Chapter 578 of the Freedom on Information Law of 1974.

Reaffirm the mileage rate of \$.72.5 per mile or the prevailing Federal Government mileage rate or actual expense be used whenever an officer of the Board travels on Fire District related business.

Renewal of domain name for District website.

The commissioners responsible for the various committees related to District business and oversight will be as follows:

- Firehouse Building – Commissioner Mazurak & Commissioner Eigel
- Apparatus – Commissioner Carleton & Commissioner Marino
- Equipment – Commissioner Marino & Commissioner Eigel
- Finance – Commissioner Carleton
- Communications – Commissioner Cunningham
- Legal – Commissioner Cunningham

Commissioner Carleton motioned to accept all items reviewed. Motion second by Commissioner Marino subject to the changes made. All commissioners present passed the motion.

There being no further business, Commissioner Eigel motioned to adjourn the 2026 Annual Organizational Meeting. Motion was seconded by Commissioner Marino. The motion was carried unanimously by all present, and the **meeting adjourned at 7:43pm.**

Respectfully submitted,  
Angela Sour, Secretary