

Montauk Fire District

January 13, 2026

Commissioners Organizational Meeting 18:30 hours

MINUTES

Commissioners Present Richard Schoen
Charles “Chip” McLean
Michael Mirras
Carmine Marino
Edward Eurell

Also Present: Chief Peter Joyce, Jr., Asst. Chief Joseph McDonald, Secretary-Deputy Treasurer
Dawn E. Lucas

Call Meeting to Order:

Everyone stood for the Pledge of Allegiance at 18:30 hours and then a moment of silence for our departed.

- Ms. Lucas is the designated Chairperson and calls the Organizational meeting to order @ 18:30 hrs.
- Election of Chairperson for 2026- Commissioner Mirras nominates/elects **Richard Schoen as Chairman for 2026**, seconded by Commissioner Marino; motioned/passed/carried. Now the Chairperson will take charge of the meeting.
- As per our attorney Joe Frank, he suggested we mention the opening on the board at this organizational meeting. There is an opening on the board due to the resignation of Jim Wright, any nominations are open for discussion. Commissioner Mirras nominates Edward Eurell, seconded by Commissioner Marino; motioned/passed/carried.
- Swearing in of new Commissioner Edward Eurell was done.
- Also Commissioner Mirras was sworn in for his 5 year term, January 1, 2026 through December 31, 2030.
- Chairman Schoen confirmed with Ms. Lucas that the media was notified of time and place of Organizational Meeting.
- Chairman entertains motion for office of Vice Chairperson. Commissioner Mirras nominates **Carmine Marino as Vice Chairman**, seconded by Chairman Schoen; motioned/passed/carried.
- Chairman Schoen entertains the motion for office of **District Secretary- Deputy Treasurer Dawn E. Lucas**, Commissioner Marino motioned, seconded by Commissioner Mirras; motioned/passed/carried. Ms. Lucas is then sworn in, oath will be signed in front of a Notary Public. Board sets salary for the year- **\$78,969**. Chairman Schoen also designates Ms. Lucas **as the District Custodian of Records, Records Access officer, Records Retention Officer and Purchasing Officer**. Chairman Schoen entertains motion for the **CPA- District Treasurer- Robert Hauser**, Commissioner McLean motioned, seconded by Commissioner

Mirras; motioned/passed/carried. Board sets salary for the year- **\$40,000.00**. Mr. Hauser will be sworn in at next meeting.

- Chairman Schoen entertains motion to appoint district counsel, **Sapienza and Frank, Joseph Frank as our attorney for the District, at an annual retainer rate of \$500.00 per month**, Commissioner Marino motioned, seconded by Commissioner Mirras; motioned/passed/carried.
- Chairman Schoen entertains appointment of District Consultant, **PIPS (Professional Innovative Programs & Services, LTD), Dennis**. Commissioner McLean motioned to approve, seconded by Commissioner Marino, motioned/passed/carried.
- The Chairman confirmed the surety bond is still in effect for the District Treasurer/ Deputy Treasurer. Ms. Lucas stated it indemnifies the person/persons in the position.
- The Board appoints custodians- **Brent Becker (\$82,970.87) and Rex Martin (\$74,938.58). Commissioner** McLean motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- The Board designated it's official newspapers as the **East Hampton Star and Newsday**.
- The Board designates **M&T Bank, DIME Bank** as the banks of the district and **NYCLASS** as it's investment firm.
- The board reviews and sets policies for who signs checks. The Treasurer and/or Deputy Treasurer **MUST** be one signer and the Chairman is the other signer.
- The Board has a Resolution empowering the Chairperson and/or Vice-Chairperson to sign contracts on behalf of the District whenever such contracts are approved by three members of the board.
- The board shall designate the time- **6:30pm**, place- **12 Flamingo Avenue, Montauk, NY 11954** and dates of it's monthly meetings for 2026- **2nd Tuesday and 4th Wednesday of every month** and the Secretary will inform the media and the public.
- The Board approves various memberships it will join, Chairman Schoen read them aloud. They are as follows;
AFDSNY (Association of Fire Districts State of New York)
East Hampton Fire Districts Officers Association
FASNY
Fire Advisory Board
Fire Chief's Council
NFPA (National Fire Protection Association)
NYS Association of Fire Chief's
SC Volunteer Fireman's Association
SCFDOA (Suffolk County Fire District Officers Association)
South Fork Fire Police
Suffolk County Fire Safety Educators Association
Suffolk County Fire/EMS Safety Officer's Association
TERC USA
- The Board shall list Conventions, Meetings and Seminars it plans to attend in 2026. **Indianapolis, Vital Signs- EMS Conference, and AFDSNY (Association of Fire Districts of the State of New York) Annual Meeting & Leadership Summit.**
- The Board shall adopt all policies and procedures that were in place the previous year (2025) and prior years.
- The Board shall reaffirm it's Hydrant rental Agreements.

- The Chairman will determine all Committee Assignments;
Buildings and Grounds- Commissioner Marino
Apparatus- Commissioner McLean- ambulances, 9-3-80 & 9-3-81
Apparatus- Commissioner Eurell- Fire Apparatus (excludes ambulances, 9-3-80/9-3-81)
Equipment- Commissioner Marino
Budget and Capital Reserve- Commissioner Mirras
Insurance- Commissioner McLean
Communications- Commissioner Mirras
Paid Personnel- Chairman Mirras
Department Personnel- Commissioner Mirras
Law- Chairman Schoen

Commissioner Marino motioned to adjourn from Organizational Meeting at 18:44 hours, seconded by Commissioner Mirras; motioned/passed/carried.