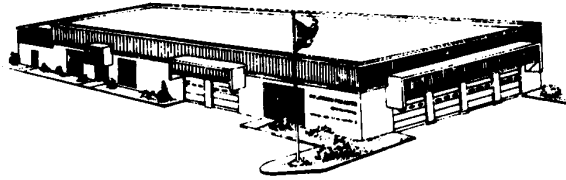


Fire or Ambulance  
**DIAL 911**



Business  
845-486-6300 or 486-6304  
Fax: 845-486-6322

# Arlington Fire District

11 Burnett Boulevard  
Poughkeepsie, New York  
12603

## BOARD OF FIRE COMMISSIONERS MONTHLY MEETING JANUARY 14, 2008

**ATTENDEES:**

Comm. Patrick Rose, Chairman  
Comm. Ann Bollmann  
Comm. Kenneth Muckenhaupt  
Comm. Kris Duderstadt  
Comm. Samuel D. North

Attorney: VACANT  
Treasurer: James Passikoff  
Business Manager: Frank Borquist  
Secretary: Renee O'Neill (absent)  
Acting Secretary: Carol Schmitt

Chairman Rose opened the meeting of the Arlington Fire District Board of Fire Commissioners' Monthly Meeting at 7:35 p.m., with a roll call and pledge of allegiance.

I. Comm. Rose requested Comm. Muckenhaupt and Comm. Bollmann to review Abstract's 12B and 1A.

II. **MINUTES**

A. December 10, 2007 Board of Fire Commissioners' Monthly Meeting

A motion was made by Comm. Duderstadt and seconded by Comm. Bollmann to approve the Minutes as printed.

- Motion Carried, 5 - 0.

III. **MONTHLY REPORTS** - *No reports given unless otherwise noted below*

A. Service Awards - Comm. Muckenhaupt & Comm. North

1. Service Award disability payment authorized for John Montross
2. Ken will have a representative from PenFlex to a Board meeting to explain the program and see where we are in the program.

- B. District Inspections - Comm. Duderstadt & Comm. North
    - 1. Kris will set up dates for the two upcoming inspections at the next meeting.
  
  - C. District Officers / Chief Liaison - Comm. Rose & Comm. Bollmann
  - D. EMS & Paramedic Liaison - Comm. Bollmann & Comm. Muckenhaupt
  - E. Public Relations - Comm. Duderstadt & Comm. Rose
  - F. Equipment Maintenance - Comm. Muckenhaupt & Comm. North
  - G. Buildings and Grounds - Comm. Rose & Business Manager Borquist
    - 1. Frank reported on the wall heating units at HQ; they are old and parts are hard to find. He will be meeting with American Heating and Cooling to see about a replacement and setting up a schedule over the next few years.
    - 2. Frank will set up the insurance review for the February meeting. Insurance comes due in March.
  
  - H. Capital Equipment - Entire Board of Fire Commissioners
  - I. Union Negotiations & Contract - Comm. Muckenhaupt & Comm. Duderstadt
  - J. Career Staff Liaison - Comm. Rose & Comm. Duderstadt
  - K. Volunteer Recruitment - Comm. Duderstadt & Comm. Bollmann
    - 1. Applications to be approved by the Board:
      - A. Thomas Bauer, Station 4 - FF / FP
      - B. Phillip Johnson, Eng. Co. #1 - FF
      - C. Michael Dick, Station 5 - FF / EMS - no arson check back yet
      - D. Joseph Galizia, Station 5 - EMS - no arson check back yet
- A motion was made by Comm. Duderstadt and seconded by Comm. Muckenhaupt to approve the aforementioned applications for membership and C & D pending the arson report.
- Motion Carried, 5 - 0.
- 2. One Application for Executive Session (Stephen Creeron, Station 5 - FF)
- L. Volunteer Liaison - Comm. Duderstadt & Comm. Bollmann
  - M. District Safety & Health - Comm. Muckenhaupt, Comm. Rose & Comm. Bollmann

IV. **CORRESPONDENCE**

- A. Received *Fire District Affairs - December 2007*
  
- B. IRS 2008 standard mileage rate is 50.5 cents per mile effective January 1, 2008.

A motion was made by Comm. Bollmann and seconded by Comm. Duderstadt to approve the IRS standard mileage rate.

- Motion Carried, 5 - 0.

- C. Letter received January 2, 2008 from the Dutchess County Board of Elections requesting use of Red Oaks Mill Firehouse on February 5, 2008 for the Presidential Primary from

11:30 a.m. to 9:30 p.m. (Clark Laird added this to ROM's calendar as per e-mail received 01/04/08)

A motion was made by Comm. Bollmann and seconded by Comm. Duderstadt to approve Dutchess County Board of Elections request to use Red Oaks Mill Firehouse for the Presidential Primary from 11:30 a.m. to 9:30 p.m. on February 5<sup>th</sup>.

- Motion Carried, 5 - 0.

V. **PERSONNEL**

- A. Received December 20, 2007, Engine Company #1, list of 2008 Officers.
- B. Received December 27, 2007, Red Oaks Mill Fire Company's list of 2008 Officers.
- C. Received January 3, 2008, Rochdale Fire Company's list of 2008 Officers.
- D. Received January 4, 2008, Croft Corners Fire Company's list of 2008 Officers.
- E. Received January 4, 2008, Local 2393's list of 2008 Officers.
- F. E-mail dated January 11, 2008 received from AC Frank Carlon requesting AFD participate in the Wappingers Falls Parade on March 1<sup>st</sup> and Kingston Parade with a date to be determined.

A motion was made by Comm. Duderstadt and seconded by Comm. Bollmann to approve Arlington's participation in the Wappingers Falls Parade on March 1<sup>st</sup>.

- Motion Carried, 5 - 0.

AC Eric Philipp noted the date of the Kingston parade at the time of the meeting.

A motion was made by Comm. Duderstadt and seconded by Comm. Bollmann to approve Arlington's participation in the Kingston parade on March 9<sup>th</sup>.

- Motion Carried, 5 - 0.

VI. **DONATIONS**

<u>NAME</u>	<u>REASON</u>
Pat & Howard Bloom	Assistance Received (#07-4821, 12/04/07, FF R. Chase, AC K. Finnigan, FF E. Foster, FF K. Garon, Lt. S. Inglis, FF A. McCaffrey, DC J. Pells, FF L. Sutton, FF J. Tarquinio Jr, FF W. Tompkins, FF B. Traphagen)
Mr. & Mrs. Schwartz	Assistance Received from FF Gerry Cross
Robert Seils, Sr.	Assistance Received (#07-4801, 12/03/07, FF Cerniglia, FF Dongo, FF Dougherty, FF Finn)
Mr. Gary Leonard	Car Seat Installation
Heather Hildwein	Car Seat Installation

Andrea Fitzsimmons  
Gloria Thambirajah

Car Seat Installation  
Car Seat Installation

A motion was made by Comm. Duderstadt and seconded by Comm. Muckenhaupt to turnover 4/5ths of the total amount of \$135.00 to the four companies and 1/5th to the Union and \$39.00 to the Car Seat Fund.

- Motion Carried, 5 - 0

## VII. SCHOOL REQUESTS

The following members have been approved by the Chief to attend the following classes / seminars that are In County courses:

- A. "Incident Safety Officer", January 26, 30, 31, 2008 at DCDER.
  - 1. FF Robert Hanaburgh
  - 2. AC Frank Carlon
  - 3. FF Jasen West
  - 4. FF Larry Wilson
  - 5. FF Scott Wilsey
  - 6. Lt. Dan Murray
  - 7. FF Chuck Fager
  
- B. "FF Survival", January 12, 2008 at AFD HQ.
  - 1. FF Roy Chase
  - 2. FF Raymond Brusco
  - 3. FF Robert Mahoney, III
  - 4. FF Dan Emery
  
- C. FF John Juavinett, Sr., "SRS Certification", January 12, 2008 at AFD HQ.
  
- D. "Rescue Technician - Basic", starting February 7, 2008 at Roosevelt Station #2.
  - 1. FF John Dunderdale
  - 2. FF Robert Mahoney, III

The following school requests need approval by the Board of Fire Commissioners:

- A. FF Robert Hanaburgh: "Fire Officer II", May 30 - June 1, 2008 or October 3 - 5, 2008 at Montour Falls.
  
- B. FF Robert Hanaburgh: "Fire Behavior / Arson Awareness & Principles of Fire Investigation", August 18 - 22, 2008 or December 1 - 5, 2008 at Montour Falls.
  
- C. FF Leslie Carroll: "Pediatric Emergency Assessment, Recognition and Stabilization", February 16, 2008 at Alamo.
  
- D. FF Brian Bedell: "SCBA Confidence / Instructors Conference", February 20 - 21, 2008 at Montour Falls.
  
- E. Assistant EMS Director David Violante: "Paramedic Refresher" starting January 23, 2008 to May 7, 2008.
  
- F. FF Peter Davis: "NYS Fire Investigators Spring 2008 Seminar", May 16 - 18, 2008 at Niagra Falls.

- G. Lt. William Steenbergh: “NYS Weekend at National Fire Academy”, February 29 - March 2, 2008.
- H. “Emergency Vehicle Ops / Recent Wrecks”, January 23, 2008 at Spackenkill HS.
  - 1. FF Chris Quinby
  - 2. FF John Ortiz
  - 3. Lt. Jeff Karn
  - 4. EMS Director John Kloepfer
  - 5. FF Reggie Brown
  - 6. FF Justin Drum
  - 7. Lt. Stephen Inglis
  - 8. FF Don Robison
  - 9. FF Joe Tarquinio, Jr.
  - 10. Captain James Snyder
  - 11. FF Brian Bedell
- I. “EMT”, January 7 - June 19, 2008 at Millbrook.
  - 1. FF Dan Emery
  - 2. EMT Elisa Bingham
- J. “Ice / Cold Water Rescue - Technician Level”, February 2 - 3, 2008 at Montour Falls.
  - 1. FF Chris Saya
  - 2. FF Justin Carlon
  - 3. FF Al Schoessow
- K. FF Rich Muellerleile: “Long Island Fire and EMS Expo”, January 26, 2008 in Nassau County, Long Island, NY.

DC Pells submitted the following at the time of the meeting:

- L. FF Victoria Philipp: “ Juvenile Firesetter Conference”, May 19 - 21, 2008 at Montour Falls.
- M. FF Victoria Philipp: “Juvenile Firesetter Intervention Specialist II”, May 21 - 23, 2008 at Montour Falls.

A motion was made by Comm. Duderstadt and seconded by Comm. Bollmann to approve school requests A - M.

- Motion Carried, 5 - 0.

VIII. **COMMISSIONERS ITEMS** - *No reports and/or discussions unless otherwise noted*

A. LaGrange Shared Mechanic Services

A motion was made by Comm. Bollmann and seconded by Comm. Muckenhaupt to approve the Shared Services agreement with LaGrange Fire District for Mechanic.

- Motion Carried, 5 - 0. (Will need to sign the agreement)

IX. **CHIEFS / ADMINISTRATIVE ITEMS**

A. Chief David Roberts, Sr.

1. Handed out to the Commissioners the 2007 Membership Report which includes those who will be dropped and those who are deficient. Notifications were sent to the members who are being dropped and deficient.
2. Handed out the Pinnacle Achievement report for the Board to review and discuss at another time.
3. Recruitment and Retention report was submitted by Leslie Carroll showing stats.
4. Requested \$10.00 per person (Chief and Assistant Chiefs) to attend the Pleasant Valley dinner for the DC Chiefs Council.

A motion was made by Comm. North and seconded by Comm. Bollmann to approve funds for any Assistant Chief to attend the Pleasant Valley dinner.

- Motion Carried, 5 - 0.

5. FDIC Conference - requesting 4 - 6 to attend. (April 8 - 12, 2008)  
The Commissioners asked Chief Roberts to come back with cost prior to approval.

B. Deputy Chief Jeff Pells

1. Submitted the 2007 call stats. Final tally -5,161 calls for the year.
2. Reported that two will be retiring in the next year. Time to hire is now to start classes. Board would have to act now or see other ways to fill those positions.
3. In the December meeting handed out several Operating Guidelines for the Board to review and approve:

AFD #5 – Incident Command System

AFD #5A – ICS – Command Procedures

AFD #5B – ICS Fire Ground and Building Designation and Descriptions

AFD #5C – Staging

AFD #5D – Emergency Scene Security and Control

AFD #6A - Radio Standby Procedures

AFD 6A-1 – Radio Storm Standby Storm Procedures Checklist

A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to approve the changes to the Operating Guidelines as recommended by the Chiefs staff.

- Motion Carried, 5 - 0.

4. Volunteers who may be on Workers Compensation from their regular job or an injury outside the District should not respond to calls until they are cleared from their Doctor. Suggests the Board send a letter out regarding this.
5. Mechanic Tarquinio found a bolt on the ladder at Station 5, which scratched the ladder and could've caused major damage. This was from work being done at the Station on the ceiling heat. Have the company notify us that when work is being done and need to move equipment out of the way.
5. One (1) Personnel Item for Executive Session.

C. Assistant Chief Kevin Finnigan - (absent)

D. Assistant Chief Eric Philipp - No Items

E. Assistant Chief Frank Carlon

1. Reported on Fire Police - 15 were fitted for gear. Will order flashlights and other equipment that is needed and have it inventoried for the District.

F. Assistant Chief John Richardson

1. Reported on the "I AM RESPONDING" software program. It is being used for messages and weather alerts. When the monitors are set up, more things will be used with it.

G. EMS Director John Kloepfer (absent)

H. Treasurer Jim Passikoff

1. Submitted the December 31, 2007 Preliminary Report for the District
2. One (1) Personnel Item for Executive Session.

I. Business Manager Frank Borquist - Items reported earlier in the meeting.

X. **COMMENTS FROM THE FLOOR**

A. Local 2393 President Gus Antalek

1. On behalf of the Local, welcomed Comm. North to the Board and congratulated the new Chief Officers for 2008.
2. Two (2) Items for Executive Session
3. March 21, 2008 - Blood Drive  
A motion was made by Comm. Duderstadt and seconded by Comm. Bollmann to allow the Blood Drive, pending confirmation if the room is available and for the career staff to send a letter to Board with the request.

- Motion Carried, 5 - 0.

4. Local strongly supports a FF / Paramedic as one of the hires.

5. FYI - cell tower bid was pulled. Request off the Town Board agenda.

B. Assistant EMS Director David Violante

1. Strategic Plan - will have more information, but has set up a meeting of selective groups at Marist College, who have donated the space to hold the meeting. 15 - 20 people will need funding for refreshments and Certificate of Insurance. This will take place in February on a Saturday.

A motion was made by Comm. North and seconded by Comm. Duderstadt to approve the Strategic meeting for EMS at Marist College and approve funding up to \$500.00 for the refreshments.

- Motion Carried, 5 - 0.

Committee will be Assistant EMS Director Dave Violante, DC Jeff Pells, Comm. Kris Duderstadt and Chief David Roberts, Sr., and would like a volunteer appointed.

XI. **COMMENTS FROM THE COMMISSIONERS** - *No reports and/or discussions unless otherwise noted*

With no further open items to discuss, a motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to take a ten minute break at 8:20 p.m. and then adjourn to Executive Session at 8:30 p.m.

- Motion Carried, 5 - 0.

XII. **EXECUTIVE SESSION**

The Board came out of Executive Session at 10:05 p.m. and returned to Open Session.

XIII. **ABSTRACT**

A motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann to approve abstracts 12B and 1A in the amount of \$229,273.93 consisting of 177 transactions.

- Motion Carried, 5 - 0.

With no further business to conduct, a motion was made by Comm. Duderstadt and seconded by Comm. Bollmann that we adjourn.

- Motion Carried, 5 - 0.

Respectfully Submitted,

Carol Schmitt  
Acting Fire District Secretary