



# Arlington Fire District

11 Burnett Boulevard  
Poughkeepsie, NY 12603  
www.afd.org

Business: (845) 486-6300  
Fax: (845) 486-6322

**For Emergencies**  
***DIAL 911***

*“Safeguarding Our Community”*

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**MINUTES**  
**BOARD OF FIRE COMMISSIONERS**  
**MONTHLY MEETING**  
**February 6, 2012**

**ATTENDEES:**

Comm. Richard Dore - Chairman  
Comm. Patrick Rose – (absent)  
Comm. Ralph Chiumento – (absent)  
Comm. Peter Valdez  
Comm. Kenneth Muckenhaupt

Attorney: Richard J. Olson – (absent)  
Treasurer: James Passikoff – (absent)  
Business Manager: Frank Borquist  
District Secretary: Renee O'Neill

Chairman Dore opened the Arlington Fire District Board of Fire Commissioners' Monthly Meeting at 7:31 p.m., with a roll call of the attendees and the pledge of allegiance.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to adjourn to Executive Session at 7:32 p.m. to discuss the employment history of a particular person and to conduct interviews for District Secretary.

- Motion Carried, 3 – 0

The Board of Fire Commissioners came out of Executive Session at 9:20 p.m. and returned to open session. There were no open items for discussion and/or approval as a result of Executive Session.

I. Comm. Dore requested Comm. Valdez and Comm. Muckenhaupt to review Abstract 2A.

II. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. January 12, 2012 Board of Fire Commissioners Organizational Meeting  
A motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to approve the Minutes as written.

- Motion Carried, 3 - 0

- B. January 12, 2012 Board of Fire Commissioners Monthly Meeting  
1. Amendment to the Abstract total amount – should be \$55,734.11, not \$55,754.11. (The postings were done correctly)

A motion was made by Comm. Valdez and seconded by Comm. Muckenhaupt to approve the Minutes with the aforementioned amendment.

- Motion Carried, 3 - 0

- C. January 30, 2012 Board of Fire Commissioners Special Meeting  
A motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to approve the Minutes as written.

- Motion Carried, 3 - 0

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

- A. Service Awards - Comm. Chiumento & Comm. Muckenhaupt
- B. District Inspections - Comm. Valdez & Comm. Dore
- C. District Officers / Chief Liaison – Comm. Dore & Comm. Rose
- D. EMS & Paramedic Liaison - Comm. Muckenhaupt & Comm. Valdez
- E. Public Relations - Comm. Chiumento & Comm. Dore
- F. Equipment Maintenance – Comm. Dore & Comm. Rose
- G. Buildings and Grounds – Comm. Valdez & Comm. Dore
- H. Capital Equipment - Comm. Chiumento & Comm. Dore
- I. Union Negotiations & Contract - Comm. Chiumento & Comm. Muckenhaupt
- J. Career Staff Liaison - Comm. Rose & Comm. Dore
- K. Volunteer Recruitment - Comm. Valdez & Comm. Muckenhaupt
- L. Volunteer Liaison - Comm. Valdez & Comm. Muckenhaupt
- M. District Safety & Health - Comm. Dore & Comm. Rose
- N. Strategic Plan - Comm. Dore & Comm. Valdez

IV. **CORRESPONDENCE**

- A. E-mails from Tony Ferrari of 115 Lauer Road to the Board of Fire Commissioners regarding:
- 1. *“AFD Organizational Meeting dated 01/12/12”*
  - 2. *“01/12/12 AFD Public Hearing – School Request”*
  - 3. *“Red Oaks Mill Fire Station Temporary Staffing”*
  - 4. *“AFD FOIL attempt -Red Oaks Mill Station Temporary Staffing”*
  - 5. *“AFD Previous Attorney Comatos 1/11/2006 Published Statement”*
  - 6. *“Chief Tory Gallante / Contract / Art. XXI”*
- B. Received January 18, 2012, Rochdale Fire Company’s list of Firematic Officers for 2012.
- C. Sixteen letters and/or resumes received to the Board of Fire Commissioners regarding the position of District Secretary.

- D. Received Commissioner Ken Muckenhaupt’s “Certificate of Compliance” for the required Commissioner training.
- E. Received a letter dated January 16, 2012 from the Dutchess County Board of Elections requesting use of Red Oaks Mill Fire Company on the following dates, times to include set up and take down:
  1. Presidential Primary: Tuesday, April 24<sup>th</sup> - 11:30 AM to 10:00 PM
  2. Primary Election: Date TBD
  3. General Election: Tuesday, November 6<sup>th</sup> - 5:15 AM to 10:00 PM

A motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to approve use of Red Oaks Mill on the aforementioned dates.

- Motion Carried, 3 - 0

- F. E-mail dated January 31, 2012 from Ms. Doreen Tignanelli of 29 Colburn Drive to the Board of Fire Commissioners, Chief Tory Gallante and Secretary Renee O’Neill regarding “*Commissioners Violating Districts Policy by Approving Payments Without Required Receipts*”.

- G. E-mail received February 1, 2012 from Ms. Joan Elmendorf requesting fire trucks for the Town of Poughkeepsie Babe Ruth League’s Opening Day Parade on April 14<sup>th</sup> from 12 PM to 1PM starting at Kinry Road School and ending at the Red Oaks Mill Park.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to approve the request, pending the availability of a driver from Station 3 or Station 5.

- Motion Carried, 3 - 0

V. **DONATIONS**

<u>NAME</u>	<u>REASON</u>	<u>AMOUNT</u>
Cynthia Dupilka	Appreciation	\$100.00
Kings Court Apartments	Assistance Received on 08/12/11	\$50.00
Italo Miscredra	Appreciation	\$50.00
Tesoro Celeste	Car Seat Installation	\$15.00
Michael Skerritt	Car Seat Installation	\$10.00

A motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to turn over the total amount of \$200.00 in donations to the five company fund and \$25.00 in donations to the car seat fund.

- Motion Carried, 3 – 0

VI. **SCHOOL REQUESTS**

The following members have been approved by Chief Gallante to attend the courses listed below. The training requested is either located in county or is a course to maintain certification and therefore is for Commissioners notification purposes only:

- A. Lou Cassinelli: “Fire Behavior: Stuff Every FF Must Know”, March 3 & 8, 2012 at DC 911.
- B. Chris Quinby: “Paramedic Refresher”, February 1 – April 25, 2012 at DCC South.
- C. “Company Officer Training IV”, February 27, 2012 at DC 911.
  - 1. Lou Cassinelli
  - 2. Stephen Inglis
- D. Ray Tetrault: “Rail Safety for Emergency Responders”, March 20, 2012 at AFD Station 3.
- E. Eric Philipp: “Rescue Tech – Basic”, April 24, 2012 to TBA at Dutchess.

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

- A. Erin Hanlon: “Fire / Arson Investigation”, June 4 – 15, 2012 at Montour Falls.
- B. Eric Philipp: “Water & Rescue – Ops & Swift Water Rescue Tech”, May 19 – 20 and June 2 – 3, 2012 at Montour Falls.
- C. Justin Carlon: “Strategy & Tactics for Initial Company Operations”, January 28 – 29, 2012 at Montour Falls.
- D. Chris Mills: “Water Rescue Awareness”, February 8, 2012 at Valatie Fire.
- E. Patrick Tremper: “Firefighter Assist and Search Team Tactics”, March 24 – 25, 2012 at Montour Falls.
- F. Nicholas Kravitz: “Fire Behavior and Arson Awareness”, March 23 – 25, 2012 at Montour Falls.
- G. “Fire Department Instructors Conference (FDIC)”, April 17 – 21, 2012 in Indianapolis, Indiana.
  - 1. Joe Moore (time off only)
  - 2. Brian Bedell (*replacing Jeff Pells who was originally approved 12/19/11*)
  - 3. Rich Dore

A motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to approve school requests A – G.

- Motion Carried, 3 - 0

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

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

A. Chief - Tory Gallante

1. Chief staff reviewed the volunteers training and response records for 2011. Letters sent to the volunteers informing them of their findings. Recommends the following action by the Board:

A. Drop from the roles:

1. Bobby Anderson
2. Peter Bocker
3. Jessica Calhoon
4. Timothy Jones
5. Janice DelCastello

B. Suspend

1. Eric Foster

A motion was made by Comm. Valdez and seconded by Comm. Muckenhaupt to drop the aforementioned members and to suspend Eric Foster.

- Motion Carried, 3 – 0

2. Met with FEMA – filed the second project worksheet today in the amount of \$53,093.54. Working on two additional project worksheets for building damage and drainage damage.

3. Submitted the 2011 final report: total of 5,556 calls, busiest day of the week was Sunday, mutual aid given was 142 times and received 109 times, 77 career employees and 93 volunteers.

B. Assistant Chiefs

1. 1<sup>st</sup> Assistant Chief - John Richardson – (absent)
2. 2<sup>nd</sup> Assistant Chief – Eric Philipp
  1. Requesting approval for AFD to participate in the St. Patrick's Day parade in Wappingers Falls on March 3<sup>rd</sup>. Requesting 32-15 or 32-45 to attend. 11AM line up; 12 noon step off.

A motion was made by Comm. Valdez and seconded by Comm. Muckenhaupt to approve the participation in the St. Patrick's Day Parade on March 3<sup>rd</sup>.

- Motion Carried, 3 - 0

- C. Director of EMS - John Kloepfer (left early due to illness)
- D. Assistant Director of EMS - David Violante
  - 1. Linda Weir, one of our service technicians from Medtronic/Physio Control was deployed to the Middle East this past summer. Upon return, she brought a flag that was flown in combat in Afghanistan and along with a certificate, dedicated it to the Arlington Fire District.
  - 2. Poughkeepsie Plaza conducting a Health Fair on February 18<sup>th</sup> from 10AM to 4PM; requesting a table of Fire Prevention and EMS pamphlets.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to approve the request, if manned by volunteers.

- Motion Carried, 3 – 0

- 3. E-PCR update: coming down to final selection. Anticipates up and running by the end of the month.

- E. Attorney - Richard Olson – (absent)
- F. Treasurer - James Passikoff - (absent)
- G. Business Manager - Frank Borquist

- 1. Apparatus update:
  - A. 1999 Suburban is sold
  - B. 32-18 sold and paid for; leaving in a couple of weeks
  - C. 32-16 – had a binder of \$22K for the past year. Another person showing interest.
- 2. Insurance renewal coming up in March. Insurance broker to present information at next meeting.

IX. **PUBLIC COMMENTS** *No action(s) taken by the Board, unless otherwise noted.*

X. **COMMENTS FROM THE BOARD** *No action(s) taken by the Board, unless otherwise noted*

XI. **ABSTRACT APPROVAL**

A motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to approve Abstract 2A in the amount of \$541,299.64, consisting of 129 transactions.

- Motion Carried, 3 - 0

With no further business to conduct, a motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to adjourn the meeting at 10:05 p.m.

- Motion Carried, 3 – 0

A motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to reopen the meeting at 10:06 p.m. (for the purpose of reapproving the Abstract).

- Motion Carried, 3 – 0

A motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to reapprove Abstract 2A in the amount of \$541,219.68 for a total of 128 transactions.

- Motion Carried, 3 – 0

A motion was made by Comm. Muckenhaupt and seconded by Comm. Valdez to adjourn the meeting at 10:07 p.m.

- Motion Carried, 3 – 0

Respectfully Submitted,

Renee O'Neill  
District Secretary