



Arlington Fire District

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Fax: (845) 486-6322

For Emergencies
DIAL 911

“Safeguarding Our Community”

MINUTES
BOARD OF FIRE COMMISSIONERS
MONTHLY MEETING
May 19, 2014

ATTENDEES:

Comm. James Beretta - Chairman
Comm. Peter Valdez – (absent)
Comm. Richard Dore
Comm. Kenneth Muckenhaupt
Comm. Joseph Armstrong

Chief: Tory Gallante
District Secretary: Renee O’Neill – (absent)
Acting Secretary: Gail Phillips
Treasurer: James Passikoff

Chairman Beretta opened the Arlington Fire District Board of Fire Commissioners’ Monthly Meeting at 7:00 p.m., with a roll call of the attendees and the pledge of allegiance.

I. Comm. Beretta stated that Abstract14-5B was reviewed by Comm. Muckenhaupt and Comm. Armstrong.

II. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. **May 5, 2014 Board of Fire Commissioners’ Monthly Meeting**

A motion was made by Comm. Beretta to remove item “B” under the “Assistant Chief’s”, Assistant Chief Eric Philipp. Seconded by Comm. Armstrong.

POLL OF THE COMMISSIONERS

Comm. Dore – Yes
Comm. Muckenhaupt – Yes
Comm. Beretta – Yes
Comm. Armstrong – Yes
Comm. Valdez – (absent)

- Motion Carried, 4 – 0

A motion was made by Comm. Beretta to approve the minutes as written.
Seconded by Comm. Muckenhaupt.

- Motion Carried, 4 – 0

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

- A. Service Awards – Comm. Valdez & Comm. Muckenhaupt
 - 1. Received “Investment Access Account Statement – April 2014”
- B. District Inspections – Comm. Valdez & Comm. Dore
- C. District Officers / Chief Liaison – Comm. Dore & Comm. Muckenhaupt
- D. EMS & Paramedic Liaison – Comm. Muckenhaupt & Comm. Valdez
- E. Public Relations – Comm. Dore & Comm. Armstrong
- F. Equipment Maintenance – Comm. Dore & Comm. Armstrong
- G. Buildings and Grounds – Comm. Beretta & Comm. Dore
- H. Capital Equipment – Comm. Beretta & Comm. Armstrong
- I. Union Negotiations & Contract – Comm. Armstrong & Comm. Muckenhaupt
- J. Career Staff Liaison – Comm. Valdez & Comm. Muckenhaupt
- K. Volunteer Recruitment – Comm. Beretta & Comm. Valdez
 - 1. Applications ready for Board approval:
 - A. Michael A. Gonzalez - FF, Engine Co. #1
 - B. Shriman Balasubramanian - EMS, Engine Co. #1

A motion was made by Comm. Beretta to approve Michael A. Gonzalez - FF, Engine Co. #1 and Shriman Balasubramanian - EMS, Engine Co. #1. Seconded by Comm. Muckenhaupt.

- Motion Carried, 4 – 0

- L. Volunteer Liaison – Comm. Beretta & Comm. Valdez
- M. District Safety & Health – Comm. Dore & Comm Muckenhaupt
- N. Strategic Plan – Comm. Beretta & Comm. Dore
- O. Finance Committee – Comm. Beretta & Comm. Armstrong
- P. IT Operations Committee - Comm. Valdez & Comm. Muckenhaupt
- Q. Croft & Rochdale Leases – Comm. Valdez & Comm. Armstrong

IV. **CORRESPONDENCE**

- A. Received May 5, 2014, Commissioner Joe Armstrong’s certificate of completion for the required “2014 NYS Fire District Commissioner Training Course”.
- B. Received May 6, 2014, one resume for the position of “District EMS Captain”.

- C. Letter dated May 14, 2014 from Jacob Bresica of Engine Co. #1, resigning as a member effective immediately.

A motion was made by Comm. Muckenhaupt to approve the resignation of Jacob Brescia from the Engine Company and the District. Seconded by Comm. Dore.

- Motion Carried, 4 - 0

V. **DONATIONS**

<u>NAME</u>	<u>REASON</u>	<u>AMOUNT</u>
Christine Smack	Car Seat Installation	\$20.00
*Red Oaks Mill Fire Co.	Car Seat Installation	\$25.00
Frank Lamonica, Sr.	In Memory of Richard Rugar	\$75.00

**Original check was made payable to ROM from Ms. Victoria Quinones, but ROM turned it over to the District for the car seat program.

A motion was made by Comm. Muckenhaupt that the two car seat installation donations be allocated to the car seat program. Seconded by Comm. Dore.

POLL OF THE COMMISSIONERS

Comm. Dore – Yes
Comm. Muckenhaupt – Yes
Comm. Beretta – Yes
Comm. Armstrong – Yes
Comm. Valdez – (absent)

- Motion Carried, 4 – 0

A motion was made by Comm. Muckenhaupt that we to allocate the donation from Frank Lamonica Sr., \$75.00, to the five company fund. Seconded by Comm. Dore.

POLL OF THE COMMISSIONERS

Comm. Dore – Yes
Comm. Muckenhaupt – Yes
Comm. Beretta – No
Comm. Armstrong – Yes
Comm. Valdez – (absent)

- Motion Carried, 3 – 1

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. Howard Adams: “PALS Recertification”, May 15, 2014 at VBMC. (\$60.00 registration, 5 hours own time)
- B. Howard Adams: “ACLS Recertification”, July 16, 2014 at VBMC. (\$60 registration, 5 hours own time)
- C. “Codes for the Fire Officer”, June 18, 2014 at DC 911 Training Center. (No registration cost, 4 hours District time)
 - 1. George Finn (4 hours District time)
 - 2. Stephen Inglis (4 hours District time)
- D. “EMT-B Refresher”, May 19, 2014 – August 21, 2014 at Dutchess South. (No registration cost)
 - 1. Jason Lomoriello
 - 2. *Pat Tremper – (added at the time of the meeting)*
- E. “Company Officer Training Workshop: Class A Foam; Facts or Fiction”, June 23, 2014 at DC 911 Center. (No cost)
 - 1. Ray Brusco
 - 2. Eric Philipp
 - 3. Brian Bedell (4 hours own time)
- F. “Confined Space”, May 19 – 21, 2014 at AFD HQ. (No costs, *covered by Confined Space Grant*)
 - 1. James Minunni (10 hours District time, 20 hours own time)
 - 2. Eugene Cerniglia (10 hours District time, 20 hours own time)
 - 3. *Reggie Brown (9.5 hours District time, 19 hours own time – added at time of the meeting)*

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

- A. William Steenbergh: “FEMA – Logistics Section Chief”, June 3 – 6, 2014 at Westchester County. (No registration lodging or meal costs, use of District vehicle, 8 hours District time, 3 hours own time) - *100% covered by the Swiftwater Rescue Grant*

A motion was made by Comm. Beretta to approve item “A”. Seconded by Comm. Muckenhaupt.

POLL OF THE COMMISSIONERS

Comm. Dore – Yes
 Comm. Muckenhaupt – Yes
 Comm. Beretta – Yes
 Comm. Armstrong – Yes
 Comm. Valdez – (absent)

- Motion Carried, 4 – 0

- B. William Steenbergh: “Expert Witness Courtroom Testimony”, September 23 – 25, 2014 in Crofton, Maryland. (\$500 registration, \$525 lodging, meals per policy, \$250 car rental, \$450 airfare, use of District vehicle, 24 hours District time, 15 hours own time) – *90% covered by Arson Grant*

A motion was made by Comm. Beretta to approve (item “B”). Seconded by Comm. Dore.

POLL OF THE COMMISSIONERS

Comm. Dore – Yes
Comm. Muckenhaupt – Yes
Comm. Beretta – Yes
Comm. Armstrong – Yes
Comm. Valdez – (absent)

- Motion Carried, 4 – 0

- C. Johel Dongo: “2014 NHTSA Region 2 Child Passenger Safety Technical Conference”, June 24 – 26, 2014 at State College, PA. (\$150 registration (*covered by CPS Grant*), no lodging cost (sharing room), meals per policy, 28 hours own time)

A motion was made by Comm. Dore to approve “C”. Seconded by Comm. Muckenhaupt.

POLL OF THE COMMISSIONERS

Comm. Dore – Yes
Comm. Muckenhaupt – Yes
Comm. Beretta – Yes
Comm. Armstrong – Yes
Comm. Valdez – (absent)

- Motion Carried, 4 – 0

- D. Eric Philipp: “Emergency Response Initial Actions & Awareness Training to Railroad Incidents”, June 3, 2014 at Vails Gate Firehouse in New Windsor. (No cost, use of District vehicle)

A motion was made by Comm. Muckenhaupt to approve. Seconded by Comm. Dore.

POLL OF THE COMMISSIONERS

Comm. Dore – Yes
Comm. Muckenhaupt – Yes
Comm. Beretta – Yes
Comm. Armstrong – Yes
Comm. Valdez – (absent)

- Motion Carried, 4 – 0

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

- A. Correction needed on cover sheet of Abstract 14-5A. "Unpaid Bills" should read as \$26,015.05 to agree with page 4 of the "Unpaid Bills" (not \$26,015.55 as written and approved).

A motion was made by Comm. Dore to make the change and approve it. Seconded by Comm. Muckenhaupt.

POLL OF THE COMMISSIONERS

Comm. Dore – Yes
Comm. Muckenhaupt – Yes
Comm. Beretta – Yes
Comm. Armstrong – Yes
Comm. Valdez – (absent)

- Motion Carried, 4 – 0

- B. Board to set date /time for Department Election for "District President" and "EMS Captain".

Chief Gallante received an email from our Attorney regarding appointment vs. conducting an election based on only one letter of interest received; Board can appoint if the Board chooses.

We did not receive resumes for District President by the due date. Board did not take action on the vacant position of District President.

A motion was made by Comm. Muckenhaupt that we appoint Michael Hogan to EMS Captain until the next scheduled District Election. Seconded by Comm. Dore.

POLL OF THE COMMISSIONERS

Comm. Dore – Yes
Comm. Muckenhaupt – Yes
Comm. Beretta – Yes
Comm. Armstrong – Yes
Comm. Valdez – (absent)

- Motion Carried, 4 – 0

- C. Commissioner Beretta

1. Discussed recent series of accidents & damage; understands we move around 24/7 and things happen, but concerned with the string of incidents; need to follow process, i.e. following all of our practices, spotters in place. Need to get back on track. Incurred expensive damages.

Chief Gallante met with Gail and the Health and Safety Committee; reviewed accidents and personal injuries during training. Working on safety practices for training.

Scheduled a meeting with our Workers Comp carrier to review our loss runs and see what can be done to improve.

VIII. **DISTRICT STAFF ITEMS**

A. Chief - Tory Gallante

1. Recruitment & Retention Committee met last week. Posting for new Recruitment and Retention Coordinator has been done internally and externally through NYS Association of Fire Chiefs by Retired Chief Henry Cambell and through Dave Walsh with the Dutchess Community College Fire Science Program. Will advise the Board when letters of interest come in.
2. New AFD website – should be live in a couple of days; technical items being worked out with IES.
3. Attorney Olson received information from the Town today regarding HQ Flooding; was reviewing it and will get back to us.
4. Croft & Rochdale leases – needs to get information from Gail to send to Attorney Olson.
5. Received notification regarding Fall Firefighter Training Programs:
 - A. Westchester Career Chiefs – tentatively to begin September 15, 2014
 - B. Montour Falls scheduled to begin July 27, 2014

Need to discuss replacing upcoming retirees; will request list from DC Human Resources when we know we will be hiring.
6. Items for Executive Session
 - A. Medical history of a particular individual
 - B. Potential retirement of a particular individual
 - C. Continuation on Pre-litigation on Grievances 2014-01, 2014 -02 & Social Media Policy

B. Assistant Chiefs

1. 1st Assistant Chief – John Richardson
 - A. Did not attend last meeting, but listened to the audio and hearing feedback from the volunteers on the following.
 1. They feel like it's a slap in the face that two Commissioners voted against the costs for the parades. Volunteers don't ask for much. Volunteers appreciate the three that did vote in favor.

2. Regarding Service Awards and end of the year postings of points and the two reports that were submitted from Croft: All procedures were followed. There was a change in Service Award Coordinators at Croft. All records were researched and reviewed. For two Commissioners to imply any impropriety was done to get a person their points should have not been discussed in a public meeting. This does not sit well with the volunteers.

C. Postponed date for Croft Golf Tournament to Thursday, May 29th. (*Approval done during "Comments from the Board" below*)

2. 2nd Assistant Chief – Eric Philipp – (absent)

C. EMS

1. Director of EMS – John Kloepfer – No items
2. Assistant Director of EMS – David Violante
 - A. Celebrating “*National EMS Week*” - Congratulated all for their hard work. Arlington was named “EMS Agency of the Year” by Dutchess County and by the Region. From the County level, FF/ Paramedic Chris Mills is “ALS Provider of the Year” and volunteer Matt Schlossberg has been recognized as “BLS Provider of the Year”.

D. Treasurer - James Passikoff

1. The Board acknowledged receipt of the Treasurer’s April 30, 2014 Financial Report for the District.

IX. **PUBLIC COMMENT PERIOD** - *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*

A motion was made by Comm. Dore to approve the date change. (Thursday, May 29th for the Croft Golf Tournament). Seconded by Comm. Muckenhaupt.

POLL OF THE COMMISSIONERS

Comm. Dore – Yes

Comm. Muckenhaupt – Yes

Comm. Beretta – Yes

Comm. Armstrong – Yes

Comm. Valdez – (absent)

- Motion Carried, 4 – 0

A motion was made by Comm. Muckenhaupt to reimburse the one individual that is outstanding for the EMT class. No second was made. No action taken. Discussion.

With no further open business to discuss, a motion was made by Comm. Beretta to adjourn to Executive Session at 8:06 p.m. Seconded by Comm. Muckenhaupt.

- Motion Carried, 4 – 0

XI. **EXECUTIVE SESSION**

The Board came out of Executive Session at 8:44 p.m. and returned to Open Session.

Comm. Beretta reported that there was one additional item that was discussed in Executive Session; employment history of a particular individual. There were no open items for discussion as a result of Executive Session.

XII. **ABSTRACT APPROVAL**

A motion was made by Comm. Muckenhaupt to approve Abstract 14-5B in the amount of \$785,374.58, consisting of 41 checks. Seconded by Comm. Armstrong.

- Motion Carried, 4 – 0

With no further business to conduct, a motion was made by Comm. Beretta to adjourn the meeting at 8:45 p.m. Seconded by Comm. Muckenhaupt.

- Motion Carried, 4 – 0

Respectfully Submitted,

Gail Phillips
Acting Secretary



BOARD OF FIRE COMMISSIONERS MEETING PUBLIC ATTENDANCE SHEET

NOTE: This sheet will be attached to the meeting minutes as part of the official record. If you agree to have your name published, please print your name below.

DATE OF MEETING: 5-19-14

NAMES ONLY - PLEASE PRINT LEGIBLY.

Joe Rebholtz	
DOREEN TIGNANELLI	
ELI SLOVEJ	
Tony Ferraro	
BICC PHILLIPS	