

Fire or Ambulance
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Arlington Fire District

11 Burnett Boulevard
Poughkeepsie, New York 12603

BOARD OF FIRE COMMISSIONERS' WORKSHOP MEETING May 26, 1999

ATTENDEES: Comm. Paul Lahey, Chairman
 Comm. Ralph Chiumento
 Comm. Gerard Philipp
 Comm. William McCourt
 Comm. John Richardson (absent)

Attorney: Gerard Comatos (arrived at 7:41 p.m.)
Treasurer: James Passikoff
Secretary: Renee Gaddis

Chairman Lahey opened the meeting of the Arlington Fire District Board of Fire Commissioners' Workshop Meeting at 7:35 p.m.

I. Comm. Lahey requested Comm. McCourt and Comm. Philipp to review Abstract 5B.

II. **PAINWEBBER REPRESENTATIVE**

Comm. Lahey turned over the meeting to Dave Rogers of PaineWebber at 7:36 p.m. to discuss and review AFD investment policies and procedures.

Treasurer Passikoff suggested that since District has investment policy, should have one with PaineWebber.

Comm. Chiumento stated that he would like to see making 6% - 6 ½ % target or better but reduce the volatility year to year as best we can.

Dave Rogers suggested that we add more to the Bond Funds this year, which will bring equity allocation down and reduce volatility and reduce returns more towards 6 ½ %.

A motion was made by Comm. Chiumento and seconded by Comm. Philipp to turn over the entire amount of the Service Award costs to us into the Bond Mutual Funds.

- Motion Carried.

The Board of Fire Commissioner Workshop meeting resumed at 8:05 p.m.

III. **MINUTES**

- A. May 11, 1999 Board of Fire Commissioners' Workshop Meeting.
A motion was made by Comm. Philipp and seconded by Comm. McCourt to approve the Minutes as printed.

- Motion Carried.

IV. **MONTHLY REPORTS**

- A. Fire District Affairs - May 1999

V. **CORRESPONDENCE**

- A. Packet of information received May 17, 1999, from the Association of Fire Districts regarding its annual Fire Districts Education Conference and Vendor Expo on November 4 - November 7, 1999 in Ellenville, New York.
- B. Letter dated May 13, 1999 from Paul Tiexeira, of Charles Tiexeira & Sons, Inc., offering a way to raise funds for the fire department with raffles of their machinery.
- Comm. Lahey stated he wants this letter distributed to all stations.
 - *Secretary Gaddis put hardcopy in each stations mailbox, 05-27-99*

VI. **PERSONNEL**

- A. Received change of status May 24, 1999 for Lauren Bell, Station 3 - Add FF. (*Approved pending passing a FF physical, upgrade from EMS physical 04-20-99, as per EMS Director Kloepper.*)
- B. Received change of status May 24, 1999 for James Palmatier, Engine Co. #1 - Add EMS.

VII. **DONATIONS**

A motion was made by Comm. McCourt and seconded by Comm. Philipp to turn over the total donation amount to the Four Company Fund.

<u>NAME</u>	<u>REASON</u>	<u>AMOUNT</u>
Marion Hart	In Memory of Serita Acker	\$50. 00
Ronald Tice	In Memory of Homer Tice	\$100. 00

Anna Lyons	Assistance Received For Husband	\$75. 00
Catherine Miller	In Memory of Ruth Posner	\$25. 00
Claire Reilly	Assistance Received For Mother	\$25. 00

- Motion Carried.

VIII. **SCHOOL REQUESTS**

A motion was made by Comm. McCourt and seconded by Comm. Chiumento to accept the attendance of the following members to the schools/seminars listed:

- A. Deputy Chief Jeff Pells: "NYS Wage & Hour Law Update", June 23, 1999 in Albany, NY.
- B. Lt. P.G. McDonald: "NYS Wage & Hour Law Update", June 23, 1999 in Albany, NY.
- C. Treasurer Jim Passikoff: "NYS Wage & Hour Law Update", June 23, 1999 in Albany, NY.

- Motion Carried.

IX. **COMMISSIONERS' ITEMS**

- A. Chairman Lahey
 - 1. One (1) item for Executive Session
- B. Comm. McCourt
 - 1. Annual Inspection scheduled and picnic to follow at American Legion for September 25, 1999. Letter to Local 2393 and all four companies advising to hold the date and further information will be forthcoming.

Letter was distributed via e-mail and also hard copy in each stations mailbox on 05-27-99.

- C. Comm. Chiumento
 - 1. Read in Poughkeepsie Journal on Sunday that county is proposing plan to give tax credit for volunteer firefighters. Suggests that the District write a letter to each county legislator that has a portion of our District, to support proposal and recommend that they encourage fellow legislators to pass this in a timely matter.

A motion was made by Comm. Chiumento and seconded by Comm. Lahey to write a letter to each county legislator that has a portion of our District, to support proposal and recommend that they encourage fellow legislators to pass this in a timely matter.

- Motion Carried.

D. Comm. Philipp

1. Saw a fax that was at Croft regarding qualified drivers. Wanted to know if it was true that Station 4 has 1 and Station 3 has no qualified drivers.

- Deputy Chief Pells stated that this is the paperwork coming back. This is what we have on record as of the date of that going out. Company Captains needs to get this information back.

X.

CHIEFS ITEMS/COMMENTS

A. Chief John Hellmann

1. Follow - up from last meeting: Spoke to Captain Merritt, does not recall directive from Chief or Chiefs Council. There is no directive memo about minimum manning that went out. Stated that if he found one, to get back with him.

B. Deputy Chief Pells

1. Rules & Regulations proposals.
 - A. Incorporated new firefighter leveling 2000
 - B. Organizational Statement - needs approval by Board.
 - C. Disciplinary Guidelines
 - D. Sexual Harassment revisions - needs approval by Board.
 - E. Chiefs Council Awards
 - F. Drug & Alcohol Policy
 - G. New Member application -needs to get with Larry
2. Lease Agreement - had Attorney Comatos look at it, modify to be the same agreement, with exception of numbers and names?
3. Comm. McCourt and himself working on security measures with locks, card swiping system
4. Interviews for Paramedics done tonight
 - A. Up to five people interested.
 - B. Needs Board to decide how many they want

to send to school. DC suggests they can comfortably handle up to four.

- C. Will bring back at next meeting for a decision.

XI. **ITEMS / COMMENTS FROM THE FLOOR**

A. Attorney Gerard Comatos - No Items.

B. Treasurer Jim Passikoff

- 1. Presented Board with copy of April 1999 Financial Report
- 2. Discussion regarding Building Reserve Fund & Equipment Fund.

A motion was made by Comm. Chiumento and seconded by Comm. Philipp to allocate the fund balance in the General Fund as \$225, 000.00 to the Building Reserve Fund and the remainder into the Equipment Reserve Fund.

- Motion Carried.

- Treasurer Passikoff stated that this is taking the \$918, 000.00 in the General Fund , fund balance and reallocating it to the Reserve Fund. Does not affect the present Reserve Fund balance. It just increases it.

C. EMS Director John Kloepper

- 1. One (1) item for Executive Session.

D. Director of Volunteer Recruitment Larry Rosen

- 1. One (1) Applicant for approval
 - A. Paul Locastro - Station 3, FF/EMS

A motion was made by Comm. Chiumento and seconded by Comm. Philipp to accept Paul Locastro for membership in the Arlington Fire District.

- Motion Carried.

E. Local 2393 President Monaco - No Items.

Deputy Chief Pells stated that we had a medical save today at Spackenkill High School. Sixteen year old male, cardiac arrest. CPR was administered. Police officers Ron Spero and Bruce Griffin, & school nurse were involved. Pat Rose responded and two members from Croft responded.

A motion was made by Comm. Philipp and seconded by Comm. McCourt that we adjourn to Executive Session at 8: 45 p.m.

- Motion Carried.

XII. **EXECUTIVE SESSION**

The Board came out of Executive Session at 9:28 p.m and returned to Open Session.

XIII. **ABSTRACT 5B**

A motion was made by Comm. Philipp and seconded by Comm. McCourt to approve Abstract 5B in the amount of \$163, 537.19, consisting of 111 transactions charged to 45 accounts.

- Motion Carried.

With no further business to conduct, a motion was made by Comm. Chiumento and seconded by Comm. McCourt that we adjourn at 9:29 p.m.

- Motion Carried.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Renee Gaddis", is written on a light-colored rectangular background. The signature is positioned to the left of a vertical line.

Renee Gaddis
District Secretary