



Arlington Fire District

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For Emergencies
DIAL 911

“Safeguarding Our Community”

MINUTES
BOARD OF FIRE COMMISSIONERS
MONTHLY MEETING
June 17, 2013

ATTENDEES:

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

Chief:	Tory Gallante
District Secretary:	Renee O'Neill
Treasurer:	James Passikoff

Chairman Dore opened the Arlington Fire District Board of Fire Commissioners' Monthly Meeting at 7:33 p.m., with a roll call of the attendees and the pledge of allegiance.

I. Comm. Dore requested Comm. Chiumento and Comm. Beretta to review Abstract 13.6B. In addition, Comm. Muckenhaupt was requested to review Abstract 13.6B due to one bill involving Comm. Beretta.

II. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. May 6, 2013 Board of Fire Commissioners' Monthly Meeting
A motion was made by Comm. Beretta to approve the Minutes as written.
Seconded by Comm. Muckenhaupt.

- Motion Carried, 3 – 0 – 1 (Comm. Chiumento abstained)

B. June 3, 2013 Board of Fire Commissioners' Monthly Meeting
A motion was made by Comm. Beretta to amend the Minutes to add more detail under “School Requests” (regarding his comments) and add additional comments made by Chief Gallante regarding the SAFER Grant.

No second was made. No action taken. Discussion.

A motion was made by Comm. Beretta to withdraw his motion to add detail to the minutes. Seconded by Comm. Chiumento.

- Motion Carried, 4 – 0

A motion was made by Comm. Beretta to subtract the detailed comments made by the Commissioners and return to the original way the minutes are done. Seconded by Comm. Chiumento.

- Motion Carried, 4 – 0

A motion was made by Comm. Beretta to add the Chiefs comments regarding the SAFER Grant to the minutes. Seconded by Comm. Chiumento.

- Motion Carried, 4 – 0

A motion was made by Comm. Chiumento to approve the minutes with the amendments. Seconded by Comm. Beretta.

- Motion Carried, 3 – 0 – 1 (Comm. Muckenhaupt abstained)

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

A. Service Awards – Comm. Chiumento & Comm. Muckenhaupt

1. Received the May 2013 “Investment Access Account Statement” from RBC Wealth Management.
2. Comm. Chiumento reported that the 2012 Service Award Points are complete. 40 volunteer members made their points, roughly 45%

A motion was made by Comm. Muckenhaupt to send the 40 members 2012 Service Awards points to PenFlex so they can send it to our actuary. Seconded by Comm. Beretta.

- Motion Carried, 4 - 0

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. Chiumento

F. Equipment Maintenance – Comm. Dore & Comm. Chiumento

- G. Buildings and Grounds – Comm. Beretta & Comm. Dore
- H. Capital Equipment – Comm. Beretta & Comm. Chiumento
- I. Union Negotiations & Contract – Comm. Chiumento & Comm. Muckenhaupt
- J. Career Staff Liaison – Comm. Valdez & Comm. Muckenhaupt
- K. Volunteer Recruitment – Comm. Beretta & Comm. Valdez
 - 1. Comm. Beretta reported that another meeting was held on the SAFER Grant. Working on streamlining the application process. Companies 1, 3 & 4 are ok with the standardized process. Croft wants to stick with their own. Working on getting new applicants through the process before they lose interest.
 - 2. New applicants ready for Board approval
 - A. Patrick Secreto – Co. 4, FF
 - B. Ronald Wynn, Jr. – Co. 1, FF

A motion was made by Comm. Beretta to approve Patrick Secreto and Ronald Wynn, Jr. 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

IV. **CORRESPONDENCE**

- A. Received June 3, 2013, Commissioner Jim Beretta’s “Certificate of Compliance” for completing the required Commissioner training on May 22, 2013.
- B. E-mail dated June 3, 2013 from Ms. Doreen Tignanelli to the Board of Fire Commissioners regarding “*Reserve Funds should be accurately named and in separate accounts per resolutions*”.
- C. E-mail dated June 5, 2013 from Captain Jason Lomoriello of Rochdale Fire Company stating that Earl Farrier has been dropped from the active roles of the Company.

A motion was made by Comm. Muckenhaupt to drop Earl Farrier from the active roles of the District. Seconded by Comm. Chiumento.

- Motion Carried, 4 - 0

- D. E-mail dated June 6, 2013 from Liz Dollinger of American Red Cross requesting use of the meeting room at HQ to hold a blood drive on Friday, August 23rd from 1:00 PM - 6:00 PM. (Set up 11:30 AM and out by 7:30 PM)

A motion was made by Comm. Chiumento to approve use of the meeting room at HQ to hold a blood drive on Friday, August 23rd from 1:00 PM - 6:00 PM the blood drive. Seconded by Comm. Muckenhaupt.

- Motion Carried, 4 – 0

- E. E-mail dated June 4, 2013 from Matthew Schlossberg of the membership committee at Croft Corners Fire Company stating that Terrell Delaney has been dropped from the active roles of the Company.

A motion was made by Comm. Chiumento to drop Terrell Delaney from the active roles of the District. Seconded by Comm. Beretta.

- Motion Carried, 4 - 0

- F. E-mail dated June 7, 2013 from Frank Carlon of Engine Co. #1 to the Board of Fire Commissioners stating that the company is requesting to include a staff vehicle at their fundraiser car show on June 22nd. (Vehicle does not need to be out of service; it is a spare)

A motion was made by Comm. Beretta to approve the request from Engine Co. #1. Seconded by Comm. Muckenhaupt.

- Motion Carried, 4 - 0

V. **DONATIONS**

<u>NAME</u>	<u>REASON</u>	<u>AMOUNT</u>
Jeanne Logue	Assistance received for Husband	\$100.00

A motion was made by Comm. Muckenhaupt to turn over the total amount of \$100.00 in donations to the five company fund. Seconded by Comm. Chiumento.

- Motion Carried, 3 – 1 (Comm. Beretta voted no.)

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. Steven Tuttle: “Child Passenger Safety on School Buses”, June 27, 2013 at DC 911.

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

- A. Leslie Carroll: “National Association of EMS Educators – Instructor Course I”, August 5 – 7, 2013 in Washington D.C.

A motion was made by Comm. Chiumento to approve school request “A”. Seconded by Comm. Muckenhaupt.

- Motion Carried, 4 – 0

- B. “ESO Nation Users Group & Conference”, September 24 – 25, 2013 in Austin, Texas.
1. Scott Wilsey
 2. David Violante

A motion was made by Comm. Muckenhaupt to approve school request “B”. Seconded by Comm. Beretta.

- Motion Carried, 4 - 0

- C. Joseph Moore: “Firehouse Expo”, July 23 – 27, 2013 at Baltimore, Maryland.

A motion was made by Comm. Beretta to approve school request “C” with only 8 hours of District time. No second was made. No action taken.

A motion was made by Comm. Muckenhaupt to approve school request “C” as is. Seconded by Comm. Dore.

- Motion Carried, 3 – 1 (Comm. Beretta voting no.)

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

- A. Comm. Beretta
1. Volunteer uniform cleaning and patch removal

A motion was made by Comm. Beretta to formally end the jackets being cleaned with the patch removal. Seconded by Comm. Muckenhaupt.

- Motion Carried, 4 – 0

A motion was made by Comm. Beretta to stop paying for the volunteer uniform cleaning and parade shirt maintenance. No second was made. No action taken.

2. Board review of any Fire Prevention activities that require overtime or comp time.
Comm. Beretta asked Captain Steenbergh to forecast Fire Prevention events and submit to the Board ahead of time.

B. Comm. Dore

1. Three items for Executive Session
 - A. Account Clerk contract
 - B. Local 2393 & Company 1 volunteers – could lead to disciplinary action
 - C. P/T bookkeeper position -employment history of a particular person.

VIII. **DISTRICT STAFF ITEMS**

A. Chief - Tory Gallante

1. FYI - Received a request for assistance from the Town of Poughkeepsie Police for July 6th for the Chamber of Commerce. 2nd AC Eric Philipp was able to get four volunteers to assist from 8:30 AM to 12:00 PM.
2. RE: SAFER Grant requirement - Status' of Statements of Work for Volunteer Recruitment Coordinator & Mentor
Commissioners asked that this be placed on the next agenda so they have time to review and make changes if necessary.
3. Three items for Executive Session; potential disciplinary action against three individuals.

B. Assistant Chiefs

1. 1st Assistant Chief – John Richardson
 - A. Requesting the District Memorial date to change to September 28th at 10AM at HQ. (Previous approved date of September 14th is Yom Kippur)

A motion was made by Comm. Muckenhaupt to approve the change in date for the District Memorial. Seconded by Comm. Chiumento.

- Motion Carried, 4 - 0

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

C. EMS

1. Director of EMS – John Kloepfer
 - A. New ambulance delivery expected Wednesday or Thursday this week. Been in contact with the Shop to transfer old equipment to new – will enable it to be in service quicker.
2. Assistant Director of EMS – David Violante
 - A. Held a strategic planning meeting; working on goals and objectives
 - B. Jeffrey Seifts, a past cardiac patient and also of the Adirondack Trail Magazine wants to do an article on AFD.

A motion was made by Comm. Muckenhaupt to approve our membership to be interviewed by an author of the Adirondack Magazine and the Officers and Chief need to know when he is on-site; also rights to proof read and approve article by BOFC and Chief prior to publishing. Seconded by Comm. Chiumento.

- Motion Carried, 4 - 0

D. Treasurer - James Passikoff

1. The Board acknowledged receipt of the Treasurer's May 31, 2013 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*

With no further open business to discuss, a motion was made by Comm. Chiumento to adjourn to Executive Session at 8:34 p.m. Seconded by Comm. Muckenhaupt.

- Motion Carried, 4 - 0

XI. **EXECUTIVE SESSION**

The Board came out of Executive Session at 9:25 p.m. and returned to Open Session.

XII. **OPEN ITEMS**

As a result of Executive Session, a motion was made by Comm. Muckenhaupt to approve the full time position of Account Clerk to Gail Phillips at \$20.00 per hour, per the contract. Seconded by Comm. Chiumento.

- Motion Carried, 3 – 1 (Comm. Beretta voting no.)

As a result of Executive Session, a motion was made by Comm. Chiumento to offer Denise Holzberger the part time position of bookkeeper at \$17.00 per hour. Seconded by Comm. Muckenhaupt.

- Motion Carried, 4 – 0

XIII. **ABSTRACT APPROVAL**

A motion was made by Comm. Chiumento to approve Abstract 13.6B in the amount of \$121,626.52, consisting of 50 checks. Seconded by Comm. Muckenhaupt.

- Motion Carried, 3 – 0 – 1 (Comm. Beretta abstained)

With no further business to conduct, a motion was made by Comm. Muckenhaupt to adjourn the meeting. Seconded by Comm. Chiumento.

- Motion Carried, 4 - 0

Meeting ended at 9:28 p.m.

Respectfully Submitted,

Renee O'Neill
District Secretary



BOARD OF FIRE COMMISSIONERS PUBLIC ATTENDANCE SHEET

This sheet will be attached to the meeting minutes as part of the official record.
If you would like your name published, please sign your name below.

DATE OF MEETING: 6-17-13

NAMES ONLY PLEASE

DOREEN TIGNANELLI	
BILL PHILLIPS	
ELI SLOVAK	
JOE REBHOLTZ	
PETE ADAM	