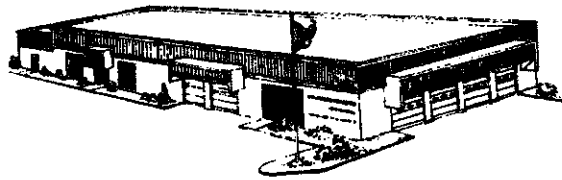


Fire or Ambulance
DIAL 911



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' ORGANIZATIONAL MEETING January 3, 2011

ATTENDEES:

Comm. Patrick Rose
Comm. Kenneth Muckenhaupt
Comm. Ralph Chiumento
Comm. Peter Valdez
Comm. Richard Dore

Attorney: Richard J. Olson (absent)
Lorenzo Angelino (representative from Attorney
Olson's office)

Treasurer: James Passikoff
Business Manager: Frank Borquist (absent)
Secretary: Renee O'Neill

Comm. Muckenhaupt acted as temporary Chairman, and opened the 2011 Organizational Meeting of the Arlington Board of Fire Commissioners at 7:34 p.m.

I. COMMISSIONER ELECTION RESULTS

Comm. Muckenhaupt read the Commissioner Election results and stated that Richard Dore was elected to serve a five (5) year term beginning January 1, 2011 to December 31, 2015 by a total voting count of 89. The election was held on December 14, 2010 and the results are as follows:

FIVE YEAR TERM:

	<u>ROM</u>	<u>HQ</u>	<u>TOTAL</u>
ANTHONY P. CUCHELO	40	29	69
FRANK R. CARLON	17	47	64
RICHARD DORE	56	33	89
VOID	1	1	2
COOKIE MONSTER	0	1	1

Comm. Richard Dore took the oath of office and it will be filed with the Town of Poughkeepsie Town Clerk.

II. **ELECTION OF CHAIRMAN OF THE BOARD**

A motion was made by Comm. Valdez and seconded by Comm. Chiumento to elect Patrick Rose as Chairman of the Board for the year 2011.

- Motion Carried, 5 - 0

Chairman Rose congratulated Comm. Dore and thanked Anthony Cuchelo and Frank Carlon for their interest in the position of Commissioner.

III. **APPOINTMENT OF ACTING CHAIRPERSON FOR 2011**

Chairman Rose appointed the following Commissioners to act as Chairperson, in case of his absence for the year 2011.

January through March - Comm. Chiumento

April through June - Comm. Valdez

July through September - Comm. Muckenhaupt

October through December - Comm. Dore

IV. **APPOINTMENT OF DISTRICT SECRETARY**

Comm. Rose stated by resolution, to name Renee O'Neill as District Secretary with a salary as per her contract.

Secretary O'Neill took the oath of office and it will be filed with the Town of Poughkeepsie Town Clerk.

V. Comm. Chiumento directed Secretary O'Neill to attach the affidavit of publication of the Organizational Meeting to the minutes.

ATTACHMENT: Copy of the Legal notification sent to the media re: Organizational meeting.

VI. **APPOINTMENT OF DISTRICT ATTORNEY'S**

Comm. Dore stated by resolution, to name Richard Olson of McCabe and Mack for general matters, with a retainer as per the 2011 budget.

Comm. Dore stated by resolution, to name John Donoghue of Donoghue, Thomas, Auslander & Drohan for labor matters, with a retainer as per the 2011 budget.

VII. **APPOINTMENT OF DISTRICT TREASURER**

Comm. Valdez stated by resolution, to name Jim Passikoff as District Treasurer, with a salary as per the 2011 budget.

Treasurer Passikoff took the oath of office and it will be filed with the Town of Poughkeepsie Town Clerk.

VIII. **APPOINTMENT OF DISTRICT NEWSPAPER**

Comm. Muckenhaupt stated by resolution, to name the Poughkeepsie Journal as the District newspaper.

- IX. Comm. Rose stated by resolution, to authorize the Treasurer to submit to the Board, a copy of the annual report as submitted to the Department of Audit and Control, with a deadline of February 28, 2011.

X. **APPOINTMENT OF DISTRICT BANKS & SIGNATURES OF CHECKS**

Comm. Chiumento stated by resolution, to name the following as District banks: HSBC, M & T Bank, Fleet Bank, Key Bank, TD Bank, Chase, Orange County Trust Company and Citizens Bank.

Comm. Chiumento stated that the District should have collateral agreements with its Bank depositories. The Treasurer was directed to review those agreements and have them updated as necessary.

A motion was made by Comm. Chiumento and seconded by Comm. Valdez to authorize Comm. Rose and Comm. Muckenhaupt to sign checks that are over \$5000 and only one signature is needed for the payroll account.

- Motion Carried, 5 - 0

XI. **DESIGNATION OF MEETING DATES**

Comm. Valdez stated by resolution that the Board of Fire Commissioners will meet on the first Monday and third Monday of every month, 7:30 p.m. at HQ. The first Monday meeting will be a regular monthly meeting and the third Monday meeting will be a Workshop meeting.

Notification will be sent to the newspaper, as required by the Open Meeting Law of the State of New York.

XII. **MEMBERSHIPS**

Comm. Muckenhaupt stated by resolution, authorize that the Arlington Fire District continue its memberships in the following:

New York State Association of Fire Districts, Dutchess County Association of Fire Districts, International Association of Fire Chiefs, New York State Association of Fire Chiefs, Westchester County Career Chiefs, Dutchess County Chiefs, National Volunteer Fire Council, International Association of Fire Instructors, Dutchess County EMS Council, National Fire Protection Association and New York State Fire Investigators Association.

- XIII. The Board needs to review, reexamine and approve the following:

A. Contracts with Engine Company #1 and Red Oaks Mill Fire Company

- B. Lease Agreements with Croft Corners Fire Company and Rochdale Fire Company
- C. Statement of Work for the AFD Strategic Plan Project Manager
- D. Statement of Work for the AFD Recruitment and Retention Director

Comm. Rose stated that the aforementioned are being worked on by Business Manager Frank Borquist.

XIV. **Review of Fire District Policies:** The Board will be reviewing the following:

- A. AFD Procurement Policy
- B. AFD Investment Policy
- C. AFD Expense Reimbursement Policy
- D. AFD Technology Use Policy
- E. AFD Code of Ethics
- F. AFD Credit Card Policy
- G. AFD Vehicle Use Policy
- H. AFD FOIL Policy

XV. **APPOINTMENT OF COMMITTEES FOR 2011:**

Comm. Rose appointed the following to act on the following committees:

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

XVI. **DEPARTMENT ELECTION RESULTS**

The results of the Department elections that was held on December 9, 2010 for 1st Assistant Chief Engineer, 2nd Assistant Chief Engineer, Assistant Chief South, Assistant Chief North and District EMS Captain are as follows:

1. 1st Assistant Chief - John Richardson
2. 2nd Assistant Chief - Kevin Finnigan
3. Assistant Chief - South - Eric Philipp
4. Assistant Chief - North - Sam North
5. District EMS Captain - Michael Hogan

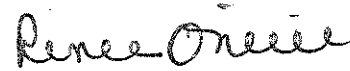
Comm. Rose stated that John Richardson will also be Acting Chief. All above were in attendance and took their oath of office. It will be filed with the Town of Poughkeepsie Town Clerk.

XVII. Chairman Rose thanked the Past Commissioners Duderstadt and Bollmann for their time served as Commissioners. He also thanked the other Board members, the Chief, Assistant Chiefs, the Deputy Chief, Volunteers and Career Staff for their performance in 2010.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Chiumento to adjourn at 7:50 p.m.

- Motion Carried, 5- 0.

Respectfully submitted,

A handwritten signature in cursive script that reads "Renee O'Neill".

Renee O'Neill
Fire District Secretary

Poughkeepsie Journal

Poughkeepsie, N.Y.

AFFIDAVIT OF PUBLICATION

State of New York
County of Dutchess
City of Poughkeepsie

Rita Lombardi, of the City of Poughkeepsie,
Dutchess County, New York, being duly sworn, says
that at the several times hereinafter mentioned he/she
was and still is the Principle Clerk of the Poughkeepsie
Newspapers Division of Gannett Satellite Information
Network, Inc., publisher of the Poughkeepsie Journal, a
newspaper published every day in the year 2010 in the
city of Poughkeepsie, Dutchess County, New York, and
that the annexed Notice was duly published in the said
newspaper for one insertion
successively, in each week, commencing on the 16th
day of Dec. in the year of 2010 and
on the following dates thereafter, namely on:

And ending on the _____ day of _____ in
the year of 2010, both days inclusive.

Rita Lombardi
Subscribed and sworn to before me this 17th day
of December in the year of 2010

Rose Ann Simpson
Notary Public

LEGAL NOTICE
PLEASE TAKE NOTICE
that the Organizational
Meeting for the year
2011 of the Arlington
Fire District of the Town
of Poughkeepsie, County
of Dutchess, New
York, will be held on the
3rd day of January, 2011
at 7:30 p.m. on that day
at 11 Burnett Boulevard.
This notification is be-
ing given to the news
media pursuant to the
provisions of Section 94
of the Public Officers
Law of the State of New
York.
By Order of the
Arlington Fire District
Board of Fire
Commissioners.
DATED: December 14,
2010.
Poughkeepsie, NY
Renee O'Neill
Fire District Secretary
Arlington Fire District
8424

ROSE ANN SIMPSON My commission expires 1/4/2014
Notary Public, State of New York
No. 01SI6215893
Qualified in Dutchess County
Commission Expires January 4, 2014