BOARD OF FIRE COMMISSIONERS’
MONTHLY MEETING
January 13, 2004

ATTENDEES:  Comm. Elizabeth Bomba - Chairperson
Comm. Ralph Chiumento
Comm. Karen Pells
Comm. Patrick Rose
Comm. Norman Comerford

Attorney: Gerard Comatos
Treasurer: James Passikoff
Secretary: Renée O’Neill

Chairperson Bomba opened the meeting of the Arlington Fire District Board of Fire Commissioners’ Monthly Meeting at 7:58 p.m.


II.  MINUTES

A.  December 9, 2003 Board of Fire Commissioners’ Monthly Meeting.
A motion was made by Comm. Pells and seconded by Comm. Rose to approve the Minutes as printed.
- Motion Carried.

III.  MONTHLY REPORTS
No reports given unless otherwise noted.
A.  Service Awards- Comm. Chiumento
B.  District Inspections - Chiefs
C.  District Officers/Chief Liaison - Comm. Rose
D.  Sub Station - Comm. Rose & Comm. Chiumento
E.  EMS & Paramedic Liaison - Comm. Bomba

Approved - Board of Fire Commissioners Monthly Meeting Minutes - January 13, 2004
F. Public Relations - Comm. Bomba

G. Equipment Maintenance - Comm. Rose and Comm. Pells

H. Building & Grounds - Comm. Rose and Comm. Comerford


K. Career Staff Liaison - Comm. Pells

L. Volunteer Recruitment - Comm. Pells

1. Applicants to be approved by the Board of Fire Commissioners:
   A. Clark Laird, Station 3, FF
   B. Peter Valdez, Station 3, FF
   C. Lisa Lattin, Station 5, FF/EMS

   A motion was made by Comm. Pells and seconded by Comm. Rose to approve the aforementioned as members of the Arlington Fire District.

   - Motion Carried.

2. One applicant to be interviewed during Executive Session:
   A. Angel Schnepf, Station 3, EMS

M. Volunteer Liaison - Comm. Comerford

IV. CORRESPONDENCE

A. Nomination form and application from the NY State Association of Fire Chiefs for the “2004 Public Education Award”.

B. 2004 Nomination Form from the NYS Association of Fire Chiefs for “Fire Educator of the Year”.

C. Received the “Ward A. & Janice R. Bohner 2004 Scholarship Program” application.

D. Received Fire District Affairs - November 2003

E. Internal Revenue Service set new mileage rate for reimbursement to .37 cents for 2004.

   A motion was made by Comm. Chiumento and seconded by Comm. Pells to approve the new IRS mileage rate for reimbursement to .37 cents per mile.

   - Motion Carried.

F. Letter from DC Department of Emergency Response regarding channel and frequency changes for standard helicopter operations effective January 1, 2004.
G. Thank you letter dated December 23, 2003 from Judy Traver of Short Hill Drive thanking AFD for their assistance on October 15, 2003.

H. Thank you letter from Nancy Schinella, Village of Wappingers Falls Trustee thanking AFD for their assistance at the fire on West Main Street on December 21st.

I. Packet of Information dated January 1, 2004 from the Department of Emergency Response regarding their Department Operations and Staff Members.

J. Thank you card received from Lt. Andy Mihans thanking AFD for the flowers sent for his father’s funeral.

K. Received Fire District Affairs - December 2003.

V. DONATIONS
A motion was made by Comm. Pells and seconded by Comm. Rose to turn over the total donation amount of $150.00 to the Four Company Fund

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<th>NAME</th>
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<tr>
<td>The Whitaker’s</td>
<td>Assistance Received</td>
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<td>The Chadderson’s</td>
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<td>Diane Gieseler</td>
<td>Assistance Received</td>
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- Motion Carried.

VI. PERSONNEL
A. Received Croft Corners Fire Company 2004 list of Officers.

B. Received Local 2393 2004 list of Officers.

C. Received Rochdale Fire Company 2004 list of Officers.

D. Received Engine Co. #1 2004 list of Officers.

E. E-mail dated December 31, 2003 from Betheny Mills, Station 4, change status back to active member.

F. Letter dated January 13, 2004 from Local 2393 to the Board of Fire
Commissioners requesting the extension of the retirement incentive to retiring members Lt. Barry Ireland and FF William Tompkins.

- Comm. Bomba stated she wants to discuss this in Executive Session.

G. Letter dated January 14, 2004 from Croft Corners Fire Company to drop the following members from active roles:

1. Richard Lewis
2. Greg Wagler

A motion was made by Comm. Chiumento and seconded by Comm. Pells to drop the aforementioned members from active roles of AFD.

- Motion Carried.

VII. SCHOOL REQUESTS

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

A. FF Louis Cassinelli: “In Service Training”, December 10-11, & December 17-18, 2003 at DCDER.

B. Jennifer Bordas: “Basic”, January 6, 2004 at DCTC.


J. FF Michael Bohack: “FF1 Certification”, January 23, 2004 at Rockland County Training Center.

K. FF George Finn: “Fire Service Instructor II”, February 2 - 6, 2004 at Montour Falls.
L. LT/MTO Rick Andersen: “CERT: Train the Trainer”, February 4 - 6, 2004 at Rockland County Fire Training Center.

M. FF Peter Davis: “NYSFI Winter Seminar”, February 6 - 8, 2004 in Syracuse NY.


S. FF Ginnie Ashline: “Pharm & Calcs of Meds”, February 18, 2004 at DCC South.

T. FF Francis Cross: “Pharmacology”, February 18, 2004 at DCC South.


W. FF Peter Davis: “Codes 41”, February 24 - 26, 2004 at Arlington Station 3.


Z. FF Francis Cross: “ACLS”, March 5 - 6, 2004 at DCC South.


FF.  FF Francis Cross: “Rhythm Analysis”, April 1, 2004 at DCC South.


- Motion Carried.

VIII. COMMISSIONERS’ ITEMS

A.  Comm. Bomba
    1.  Two (2) Contractual Items for Executive Session.
    2.  District meeting tomorrow night at Red Oaks Mill at 7:00 pm
        (a)  District President Mallet will run this meeting, two Commissioners will attend, and its open to all the members to ask questions and address concerns.

B.  Comm. Chiumento
    1.  Need to approve PenFlex as the Service Awards Program Administrator and PaineWebber for Investments for the Service Award Program for the year 2004.

        A motion was made by Comm. Chiumento and seconded by Comm. Pells to approve PenFlex and PaineWebber for the Service Awards Program for the year 2004.

        - Motion Carried.

    2.  FDIC - to be discussed after Executive Session.

    3.  Assistant Chief situation - Lengthy Discussion

        A motion was made by Comm. Chiumento and seconded by Comm. Comerford to hold a special election on February 10, 2004 at Red Oaks Mill Fire Station at 20:00 hours for the purpose of nominations for Assistant Chief of Engine Co. #1.

        - Motion Carried.

C.  Comm. Pells
1. Received a fax from Ken Andrews, the County Association Meeting will be held on January 27th at Alarm HQ on Creek Road at 7:30 p.m.

D. Comm. Rose - No Items.

E. Comm. Comerford
   1. Would like a District Map and the Union Contract.
      - DC Pells stated that he will mail it to him.

IX. **CHIEFS / ADMINISTRATIVE ITEMS**
   A. Chief John Richardson - No Items.
   
   B. Deputy Chief Jeff Pells
      1. Letter received back from the Town regarding the Fuel Storage. They want us to pay for drawings. DC will meet with the Town to discuss this.

      2. Decision on 207C & 207A, Career FF injury on duty. - Will discuss in Executive Session.

      3. Tom Duderstadt, Station 3 will be working with Walter on the computers, wants Board to discuss job description with him in Executive Session.

      4. Operating Guidelines revisions - Pump Operations, added an AFD Pump Chart to be put on the engines and kept in the firehouse. Also, new code fire notifications forms, Attorney Comatos to review. Will get them printed in 2-part NCR for use.

         A motion was made by Comm. Pells and seconded by Comm. Chiumento to approve the revisions to the Pump Operations Operating Guideline.

         - Motion Carried.

      5. Made up Job Descriptions for the volunteers - i.e Chief, Assistant Chief, Captain, FF, EMT, etc. Board needs to review and will discuss at next meeting.

      6. Need approval for the County Chief’s meeting/dinner at $15 per Chief Officer to attend.

         A motion was made by Comm. Pells and seconded by Comm. Chiumento to pay $15 per Chief Officer to attend the County Chief’s meeting/dinner.
7. Volunteers - for number of years of service, when dropped will receive the following:
   0 - 5 - letter
   5 - 10 - letter and certificate
   10 - 15 - letter, certificate and plaque
   15 and greater - letter, certificate and jacket

   - The Board said OK.


9. Need to purchase new pagers, old ones are unrepairable, not to exceed $10K.
   - Comm. Chiumento stated that he would like to see everything, i.e., mobile radios, portable radios and pagers needed and the cost, and we will do one permissive referendum.
   - DC Pells and Chief Richardson stated that they will get the numbers together and bring back a proposal to the next meeting.

10. Local 2393 wants to hold a blood drive this Friday at HQ from 3:00 - 8:30 p.m. Need approval.

   A motion was made by Comm. Pells and seconded by Comm. Rose to approve the blood drive for this Friday from 3:00 pm to 8:30 pm at Headquarters.

   - Motion Carried.

11. Three (3) Items for Executive Session, two (2) Personnel and one (1) Contractual.

   C. EMS Director John Kloepfer - Three (3) Personnel Items for Executive Session.


   A motion was made by Comm. Pells and seconded by Comm. Chiumento that we adjourn to Executive Session at 9:16 p.m. for personnel and contractual items.

   - Motion Carried.

X. EXECUTIVE SESSION
The Board came out of Executive Session at 11:23 p.m and returned to Open Session.

XI. **NEW MEMBER**
A motion was made by Comm. Pells and seconded by Comm. Rose to accept Angel Schnepf as a District member, to Station 3, EMS.

- Motion Carried.

XII. **ABSTRACT**
A motion was made by Comm. Pells and seconded by Comm. Bomba to approve Abstracts 12B and 1A in the amount of $186,339.91, consisting of 197 transactions.

- Motion Carried.

XII. **FF LARRY WILSON**
A motion was made by Comm. Bomba and seconded by Comm. Pells to continue to subsidize the difference between the base pay and military pay for six months for FF Larry Wilson.

- Motion Carried.

XIII. **FDIC**
A motion was made by Comm. Pells and seconded by Comm. Rose to send four to FDIC in Indianapolis and four to FDIC in Atlantic City.

- Motion Carried.

XIV. **CODE FIRE NOTIFICATION FORM**
A motion was made by Comm. Chiumento and seconded by Comm. Pells to approve the Code Fire Notification form, with the addition as per Attorney Comatos.

- Motion Carried.

With no further business to conduct, a motion was made by Comm. Pells and seconded by Comm. Chiumento that we adjourn at 11:30 p.m.

- Motion Carried.

Respectfully Submitted,

Renée O’Neill
District Secretary