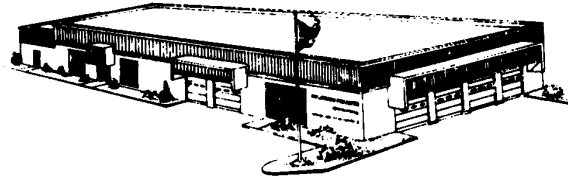


Fire or Ambulance
DIAL 911



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 MONTHLY MEETING February 28, 2007

ATTENDEES:

Comm. Patrick Rose, Chairman (absent)
Comm. Norman Comerford - Acting Chairman
Comm. Ann Bollmann
Comm. Kenneth Muckenhaupt
Comm. Kris Duderstadt

Attorney: Gerard Comatos (absent)
Treasurer: James Passikoff
Secretary: Renee O'Neill

Acting Chairman Comerford opened the meeting of the Arlington Fire District Board of Fire Commissioners' Monthly Meeting at 7:30 p.m., with a roll call and pledge of allegiance.

- I. Comm. Comerford requested Comm. Bollmann and Comm. Muckenhaupt to review Abstracts 2A & 2B.

II. MINUTES

A. January 30, 2007 Board of Fire Commissioners' Monthly Meeting

A motion was made by Comm. Bollmann and seconded by Comm. Muckenhaupt to approve the Minutes as printed.

- Motion Carried, 4 - 0.

B. February 5, 2007 Board of Fire Commissioners Special Meeting

A motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann to approve the Minutes as printed.

- Motion Carried, 4 - 0.

C. February 7, 2007 Board of Fire Commissioners Special Meeting

A motion was made by Comm. Bollmann and seconded by Comm. Muckenhaupt to approve the Minutes as printed.

- Motion Carried, 4 - 0.

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

- A. Service Awards - Comm. Muckenhaupt & Comm. Comerford
 - 1. Comm. Comerford stated that we received the annual statement from Dain Raucher. Also will be submitting to the companies a list of participants with names and address to be updated and verified. Letters will be going to those who have yet to submit a beneficiary along with the form to be filled out.
- B. District Inspections - Comm. Bollmann & Comm. Duderstadt
- C. District Officers / Chief Liaison - Comm. Rose & Comm. Comerford
- D. Sub Station - Comm. Comerford & Comm. Duderstadt
- E. EMS & Paramedic Liaison - Comm. Bollmann & Comm. Muckenhaupt
 - 1. Comm. Bollmann currently exploring idea of a CME program to do online.
- F. Public Relations - Comm. Duderstadt & Comm. Rose
- G. Equipment Maintenance - (Mechanic Tarquinio), Comm. Muckenhaupt & Comm. Rose
- H. Buildings and Grounds - Comm. Rose & (Business Manager Borquist)
- I. Capital Equipment - Comm. Muckenhaupt & Comm. Comerford
- J. Union Negotiations & Contract - Comm. Muckenhaupt & Comm. Duderstadt
- K. Career Staff Liaison - Comm. Rose & Comm. Muckenhaupt
- L. Volunteer Recruitment - Comm. Duderstadt & Comm. Bollmann
 - 1. Applicants ready for approval
 - A. Carlos Gonzalez, Station 5, FF (Also needs to be in Executive Session)
 - B. Steffen Reimuth, Station 4, FF
 - C. Antonio Milanese, Station 5, FP

No action taken by the Board.

- M. Volunteer Liaison - Comm. Duderstadt & Comm. Bollmann

IV. **CORRESPONDENCE**

- A. Thank you card received from Vita Powers of 20 Fenmore Drive, Wappingers Falls, thanking FF Larry Wilson for transporting her mother to Vassar Hospital.
- B. Letter dated January 30, 2007 from Central Hudson Gas and Electric Corporation informing us that they can provide training on Gas and Electric safety for Emergency Responders.
- C. Letter dated February 5, 2007 to the Board of Fire Commissioners from Michael Hogan, Membership Chairman of Station 5, responding to recent Board action regarding volunteer applicant Carlos Gonzalez.
Comm. Comerford stated that he wants to defer this to Executive Session.
- D. Letter dated February 5, 2007 from Donoghue, Thomas, Auslander & Drohan advising the Board of Fire Commissioners of the change in their 2007 - 2008 Legal fees, effective July 1, 2007.
A motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann

to approve the increase in fees for both the Attorney and Paralegal services as stated in the letter

- Motion Carried, 4 - 0.

- E. E-Mail from Assistant Chief Kevin Finnigan dated February 7, 2007 regarding two parades that need approval, using 3215 at both parades.
1. Wappingers Falls Parade - March 3, 2007, line up at 1200 hours
 2. Kingston Parade - March 11, 2007, line up at 1130 hours

A motion was made by Comm. Bollmann and seconded by Comm. Muckenhaupt to approve use of 3215 at both parades.

- Motion Carried, 4 - 0.

- F. Letter received February 16, 2007 from Mr. Luis Cruz, of Marcinelli Court, requesting an explanation on why his fire taxes are so high and what can be done about it.
Comm. Comerford will draft a letter to Mr. Cruz and submit to the Board for approval. DC Pells stated that he also submitted a FOIL for budget summaries for the last three years and it was already given to him.

- G. Letter dated February 16, 2007 from Office of the Dutchess County Executive, William Steinhaus announcing the appointment of John Murphy as Dutchess County Emergency Response Coordinator, effective February 20, 2007.

- H. AFD Rules and Regulations proposal - "Work Place Violence Prevention Program". Needs to be adopted. Discussed at previous meetings.

A motion was made by Comm. Bollmann and seconded by Comm. Muckenhaupt to adopt the "Workplace Violence Prevention Program" as written.

- Motion Carried, 4 - 0.

- I. "Notice of Proposed Rule Making", received from The Office of the State Comptroller regarding required training for commissioners of fire districts.

V. **PERSONNEL**

- A. Change of Status request for Joshua Kemlage - Engine Co. #1, add EMS
- B. Change of Status request for Wilfred Roehe - Station 4, add Firefighting
Comm. Comerford asked if this was accurate. AC Finnigan stated yes and that he wants to become a qualified driver, but needs to have firefighter status. He needs to take the "Firefighter I" course in order to obtain firefighter status.
- C. Notification received February 9, 2006 for the removal of Enrique Pinelo. He withdrew his application. Board approved on 11/29/06.
- D. Letter dated February 19, 2007 from Keith Nedin to the Board of Fire Commissioners requesting to reconsider the decision of termination from the District, due to many personal issues this past year.
Comm. Comerford wants to defer this to Executive Session.

VI. DONATIONS

A motion was made by Comm.Muckenhaupt and seconded by Comm. Bollmann to turnover 4/5ths of the total amount of \$475.00 to the four companies and 1/5th to the Union, \$40 to the Car Seat Program and the \$25.00 from James Passikoff to be turned over to the Union.

<u>NAME</u>	<u>REASON</u>
James Passikoff	Assistance Received (FF Ortiz, FF Robison, FF Wilson, 12/14/06 - 06-4485)
Steve Novak, Jr.	Assistance Received (Call #108, 01/09/07, FF Adams, FF Cerniglia, FF Schwartz)
Robert & Dora Keeley	In Memory of Julius Lasko
John & Marianne Mizel	In Memory of Julius Lasko
Cheryl Leavy	In Memory of Julius Lasko
Eleanor Leavy	In Memory of Julius Lasko
Hon. & Mrs Feeney	In Memory of Julius Lasko
Leroy Hentz	In Memory of Julius Lasko
C. Daley	In Memory of Julius Lasko
Binghampton Drug Treatment Court	In Memory of Julius Lasko
Joan Jezsu	Assistance Received
Don Sullivan	Car Seat Installation
Teresa Newman	Car Seat Installation
Jacqueline Veach	Car Seat Installation

- Motion Carried, 4 - 0.

VII. SCHOOL REQUESTS

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

- A. PL Custom PDE Electric Class”, February 7, 2007 in New Jersey.
 - 1. Mechanic Joe Tarquinio
 - 2. Assistant Mechanic Steve Bowdler
- B. FF Francis Cross: “PALS”, February 9 & 16, 2007 at DCC South.
- C. “ACLS”, March 16 & 23, 2007 at DCC South.
 - 1. FF Josh Brown
 - 2. FF Francis Cross
- D. “Engine Company Ops”, May 10 & 12, 2007 at DCFTC.
 - 1. *FF Johel Dongo (removed due to being hired)*
 - 2. FF Steve Common
 - 3. FF John Dunderdale
- E “Portable Ladder Skills”, April 7, 2007 at DCFTC.
 - 1. FF John Dunderdale
 - 2. *FF Johel Dongo (removed due to being hired)*
- F. FF Al Schoessow: “Rope Rescue Tech II”, August 20 - 23, 2007 at Montour Falls.
- G. FF Al Schoessow: “Medium Structural Collapse - Tools”, June 28 - 29, 2007 at Montour Falls.

- H FF Al Schoessow: “Medium Structural Collapse - Concepts”, June 26 - 27, 2007 at Montour Falls.
- I FF Al Schoessow: “Basic Structural Collapse”, June 25, 2007 at Montour Falls.
- J Lt. Ed Madison: “Workshop for Federal Fire and EMS Grants”, February 8, 2007 at Westchester Fire Academy.
- K “First Due Company Operations with Capt. Dugan, FDNY”, March 6, 2007 at Walden Fire Department.
 1. FF Joe Tarquinio, Jr.
 2. FF Steve Klauck
- L FF Steve Klauck: “Principles of Building Construction: Non-Combustible”, April 14 - 15, 2007 at Montour Falls.
- DC Pells stated that he was offered to take the course at AFD, but wants approval in case he can’t attend.
- M FF Steve Klauck: “Principles of Building Construction: Combustible”, March 31 - April 1, 2007 at Montour Falls.
- N FF Lou Cassinelli: “Haz Mat Seminar”, February 16 - 18, 2007 at Montour Falls.
- O FF Chris Quinby: “KIM Conference - National CPS Conference”, August 1 - 4, 2007 in Denver CO.
- Comm. Comerford asked if a portion of the money to pay for this would come out of the car seat program fund. DC Pells stated that the money from the Car Seat Program can be used, but needs approval to attend by the Board.
- P FF Leslie Carroll: “CEVO”, March 13 - 14, 2007 at AFD.
- Q “Firefighter Survival”, February 17, 2007 at Pleasant Valley #1 .
 1. FF Kenney Garon
 2. FF Samuel D. North
- R Fire Police Wilfred Roehe: “Firefighter I”, date TBA, at Arlington HQ.
- S “Putnam Northern Westchester Fire Police Seminar”, April 11 & 18, 2007 in Carmel NY.
 1. Fire Police Bud Gasking
 2. Fire Police Carl Davidson
- T “Fire District Accountability: Don’t be Alarmed Understanding the New Requirements”, March 8, 2007 in Millbrook.
 1. Deputy Chief Pells
 2. Comm. Duderstadt
 3. Comm. Muckenhaupt
 4. Treasurer Passikoff
 5. Chief Roberts
 6. Comm. Bollmann
 7. Comm. Rose
- U “Helicopter Operations”, March 3, 2007 at EcoSystems in Millbrook.

1. Lt. James Snyder
2. FF Leslie Carroll

- V. Assistant Chief Eric Philipp: “Principles of Building Construction: Non-Combustible”, April 7 - 8, 2007 at AFD.
- W. FF Augustus Antalek: “FDIC”, April 17 - 21, 2007 in Indianapolis.
- X. FF Antonio Peixoto: “EMT Refresher”, February 20, 2007 at Putnam EMS Training Center.

Deputy Chief Pells submitted the following school requests at the time of the meeting:

- Y. “CEVO”, March 13, & 14, 2007 at AFD HQ.
1. EMT Nicholas Lupu
 2. EMT Lynne Angevine
- Z. FF Gus Antalek: “Elevator Emergencies”, March 3 - 4, 2007 at Beacon FD.
- AA. FF Howard Adams: “FDIC”, April 17 - 21, 2007 in Indianapolis.
- BB. FF Vincent Lopez: “Water Rescue Ops & Swift Water Rescue Tech”, April 23 - 27, 2007 at Montour.
- CC. “Principles of Building Construction: Non-Combustible”, April 7 - 8, 2007 at AFD.
1. FF Jasen West
 2. FF James Roger
 3. FF Chris Mills
 4. FF Justin Carlon
- DD. EMS Director John Kloefer: “Infection Control”, March 22, 2007 at VBMC.
- EE. EMT Lynne Angevine: “EMT Basic”, May 2, 2007 - August 16, 2007 at Pleasant Valley FD.

Comm. Bollmann stated that we need to develop a policy to hold people accountable for signing up for a class and then not attending. It’s a cost issue. DC Pells stated that we do not currently have a policy. Comm. Comerford agreed, but wants to discuss in Executive Session. DC Pells asked how far it needs to be extended, i.e. people not showing up for scheduled physicals. We still have to pay for it.

- Motion Carried, 4 - 0.

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

- A. Comm. Comerford
1. Re: Online CME program. DC Pells stated that its being administrated by Mobile Life, cost is \$65 up front, but would be reimbursed if they finish the program within the 12 month period. If you go beyond the 12 months, the money is retained. Comm. Bollmann stated that its for EMT’s only. DC Pells stated it’s a wonderful program, and can be done by the convenience of the person. Comm. Bollmann will have someone come here to explain the process from Mobile Life. DC Pells asked Assistant EMS Director Violante if he is familiar with this program. Dave stated yes and that it’s a good program from a reputable organization. Only concern is that the District could not voucher the State for the funds, as Mobile Life would be doing so; only one agency

can.

B. Comm. Muckenhaupt - One (1) personnel item for Executive Session.

IX. **CHIEFS / ADMINISTRATIVE ITEMS**

A. Chief David Roberts, Sr.

1. Leadership Program - completed this years first sessions for the Managment team. Very successful. Training will continue in March & April, followup sessions in May
2. Round Table Committee Meeting - had representatives from all entities at last meeting. Minutes will be sent this week to the roundtable reps.
3. Chiefs Council meeting was held - minutes to follow this week.
4. IAFC in Atlanta - 5 out of the 6 Chiefs will be attending
5. Change in Training Requirements: DC Pells sent out a notice that EMS personnel no longer required to take OSHA 2. More of a firematic course.
6. Memo sent out to the membership that he is going to be buying one District t-shirt for all members. Looking for each company and Union to submit sizes; money to come out of the Chiefs budget
7. Three (3) Personnel Items for Executive Session

B. Deputy Chief Jeff Pells

1. Dutchess Community College requesting use of Station 3 on Mondays from 5 p.m. - 11 p.m. starting August 27th thru December 10th.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to approve the use of Station 3 for DCC on Mondays, starting on August 27th thru December 10th.

- Motion Carried, 4 - 0.

2. Drivers License's - will discuss after Executive Session.
3. Phone at Station 5 for the back room - has not heard any response back from the three members at Croft that he discussed this with.
 - Vicki Philipp stated that she knows that there is prices for it and should see it this week. Wants DC Pells to contact Carl Davidson.
4. Two Items for Executive Session - one (1) contractual, one (1) personnel

C. EMS Director John Kloefer (absent)

D. Assistant Chief Frank Carlon - no items.

E. Assistant Chief Tony Alongi (absent)

- F. Assistant Chief Kevin Finnigan
 - 1. One (1) Personnel Item for Executive Session
- G. Assistant Chief Eric Phillip (absent)
- H. Treasurer Jim Passikoff
 - 1. One (1) Personnel Item for Executive Session
 - 2. Comptrollers report was filed electronically today.
 - 3. Financial Report - will have at next meeting
 - 4. Audit proposals requests were mailed out, waiting for a response. Anticipants a response back by the next Board meeting.
- I. Attorney Gerard Comatos (absent)
- J. Business Manager Frank Borquist
 - 1. Renewed the insurance policies from March 07 - March 08. Bob Welch, our representative from Rose & Kiernan, will ask him to come in to review the policies with the Board at the last meeting in March.
 - 2. Tanks were placed on the pad at ROM. Will be hooked up when the snow clears, probably in late March. Looking at putting a fence around it for cosmetic reasons.
 - 3. Roof at HQ is 98% complete. Need the final inspection when the snow melts.
 - 4. Handyman for HQ and Station 3 - found someone that he knows and will begin work soon.

Comm. Comerford asked about the status of the SCBA room. DC Pells stated that they are waiting for full approval and a CO first before moving forward. Its considered a change.

X. **COMMENTS FROM THE FLOOR**

- A. Leslie Carroll - Volunteer Recruitment Coordinator
 - 1. Submitted a status update from July 06 to February 06.
 - A. 44 applications received, which is broken down as follows:
 - 14 rejected applications
 - 10 completed requirements and now are members.
 - 14 currently in process
 - 4 new applicants
 - 2 asked to hold their applications, due to personal reasons

Comm. Duderstadt requested to find out the amount of time from start to finish; any hurdles during the process they want to know about so they can assist with. DC Pells stated that her request can be figured out.

Comm. Comerford asked about retention. Comm. Duderstadt stated that Leslie is working on a workshop with the company recruitment committees and this is one of the topics.

Comm. Muckenhaupt asked Leslie if she had a goal on the number of new recruits. She

stated that she went to the companies and asked for a “wish list” of their current numbers and what they want. Big issue is that every company wants interior firefighters.

Mike Hogan asked if we went to quarterly Orientations, as he sees a problem with the retention stats. Chief Roberts stated yes, but will make arrangements to schedule more if needed.

XI. **COMMENTS FROM THE COMMISSIONERS** - *No reports and/or discussions unless otherwise noted*

A. **CHANGE IN BOARD MEETING SCHEDULE**

A motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann to reschedule the Board monthly meetings to the second Monday and last Tuesday of every month beginning at 7:30 p.m. at HQ.

Comm. Comerford stated that the Board meetings were changed to ensure maximum attendance by all Commissioners.

- Motion Carried, 4 - 0.

With no further open items to discuss, a motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann to take a five minute break and then adjourn to Executive Session at 8:35 p.m.

- Motion Carried, 4 - 0.

XII. **EXECUTIVE SESSION**

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

XIII. **ABSTRACTS**

A motion was made by Comm. Bollmann and seconded by Comm. Muckenhaupt to approve abstract 2A in the amount of \$8,164.17 with an addition of \$10,470.00 to be paid to Pinnacle Achievement.

- Motion Carried, 4 - 0.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to approve abstract 2B in the amount of \$366,354.69, which includes a \$10.00 addition to purchase order 4854, which was a correction.

- Motion Carried, 4 - 0.

XIV. **PARADES - as submitted by AC Finnigan**

June 9th - Pleasant Valley

June 23rd - Albany

July 14th - Millbrook

July 20th - Dover, County Convention

July 28th - Modena, Ulster Convention

Pleasant Valley Town Day - date to be announced

A motion was made by Comm. Duderstadt and seconded by Comm. Muckenhaupt to approve the aforementioned six parades.

- Motion Carried, 4 - 0

A motion was made by Comm. Comerford and seconded by Comm. Bollmann to conditionally reinstate FF (Keith) Nedin to the District, conditional upon the remedial course of action. (Letter will be written)

- Motion Carried, 4 - 0.

With no further business to conduct, a motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann that we adjourn.

- Motion Carried, 4 - 0

Respectfully Submitted,

Renee O'Neill
Fire District Secretary