



# *Arlington Fire District*

11 Burnett Boulevard  
Poughkeepsie, NY 12603  
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Business: (845) 486-6300  
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**For Emergencies**  
***DIAL 911***

*"Safeguarding Our Community"*

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## **MINUTES BOARD OF FIRE COMMISSIONERS MONTHLY MEETING May 6, 2013**

### **ATTENDEES:**

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

Chief: Tory Gallante  
District Secretary: Renee O'Neill  
Treasurer: James Passikoff – (absent)

Chairman Dore opened the Arlington Fire District Board of Fire Commissioners= Monthly Meeting at 7:30 p.m., with a roll call of the attendees and the pledge of allegiance.

- I. Comm. Dore requested Comm. Muckenhaupt and Comm. Beretta to review Abstract 13.5A.

### **II. APPROVAL OF PREVIOUS MEETING MINUTES**

#### **A. April 15, 2013 Board of Fire Commissioners= Monthly Meeting**

A motion was made by Comm. Muckenhaupt to approve the Minutes as written.  
Seconded by Comm. Beretta.

- Motion Carried, 3 – 0

#### **B. May 2, 2013 Board of Fire Commissioners= Special Meeting**

A motion was made by Comm. Muckenhaupt to approve the Minutes as written.  
Seconded by Comm. Beretta.

- Motion Carried, 3 – 0

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

- A. Service Awards – Comm. Chiumento & Comm. Muckenhaupt
1. Received a “Client Portfolio Report” dated April 17, 2013, as prepared by RBC Wealth Management

The Board acknowledged receipt of the “Client Portfolio Report”.

- 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
1. Comm. Beretta reported that he met with Chief Gallante; reviewed a list; will be putting something together regarding major purchases.
- I. Union Negotiations & Contract – Comm. Chiumento & Comm. Muckenhaupt
- J. Career Staff Liaison – Comm. Valdez & Comm. Muckenhaupt
- K. Volunteer Recruitment – Comm. Beretta & Comm. Valdez
- 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. Letter dated April 4, 2013 from the Town of Poughkeepsie Recreation Department requesting AFD participation in one of their “Getaway Day Camps” at Greenvale Park.

Discussion. The Board would like volunteers to handle this request. Comm. Muckenhaupt has no problem with Captain Steenbergh there. No action taken.

- B. E-mail dated April 16, 2013 from Joan Elmendorf of the Mid Hudson Babe Ruth League thanking AFD for making their Opening Day Parade a success.
- C. Change of Status received for Vickie Motolinia, Engine Co. #1 – Add FF.
- D. Fund Raising Event form received from Engine Co. #1 - requesting approval to raise charitable donations at a car show on June 22, 2013 from 10:00 AM to 4:00 PM on Raymond Avenue at the Alumnae House lawn.

The Board requested more detail on how they plan on raising the funds. When they receive more detail from them, it will be added to the next agenda for consideration. No action taken.

V. **DONATIONS**

<u>NAME</u>	<u>REASON</u>	<u>AMOUNT</u>
John Egan	Appreciation	\$100.00
Helen Stephens	Appreciation	\$50.00
Robert Oswain	Car Seat Installation	\$20.00

A motion was made by Comm. Muckenhaupt to turn over the total amount of \$150.00 in donations to the five company fund. Seconded by Comm. Dore.

- Motion Failed, 2 – 1 (Comm. Beretta voting “No”) Comm. Dore said that this will be added to the next agenda for action.

A motion was made by Comm. Muckenhaupt to turn over the total amount of \$20.00 in donations to the car seat fund. Seconded by Comm. Beretta.

- Motion Carried, 3 – 0

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. Dan Murray: “May Day Training - MTO Training Day”, May 2, 2013 at DCDER.
- B. Carl Conklin: “Engine Company Ops”, June 4, 2013 at AFD (on waiting list)

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

- A. Eric Philipp: “FireHouse Expo – Chiefs Leadership & Conference”, July 24 – 27, 2013 in Baltimore, MD.

Discussion. Comm. Beretta cannot support the travel; About \$2K for everything. Went last year; comfortable with him keeping his skills up. Comm. Muckenhaupt agrees with Comm. Beretta this time around.

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

- Motion Carried, 3 - 0

- B. Joseph Moore: “Fire Scene Evidence Collection”, May 22 – 24, 2013 at Montour Falls.

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

- Motion Carried, 3 – 0

C. Manuel Villa: “Fire Instructor I”, August 16 – 18, 2013 & August 23 -25, 2013 at Montour Falls.

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

- Motion Carried, 3 - 0

D. “Fire Investigation Photography / Fire Scene Evidence Collection”, May 20 – 24, 2013 at Montour Falls.  
1. Justin Carlon  
2. Larry Wilson

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

- Motion Carried, 3 - 0

E. Steven Tuttle: “ESRI Annual Users Conference”, July 7 – 12, 2013 in San Diego, CA.

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

Discussion. The Board appreciates that another entity would be covering the \$3K cost; however, Comm. Beretta is not in favor of giving the whole 36 hours off. Willing to give 8. Chief Gallante stated that it should be approved as FF Tuttle would save a lot of money as he provides support and assists with the pre-plan project and other projects that interface with GIS mapping.

- Motion Failed, 2 – 1 (Comm. Beretta voting “No”)

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

A. Comm. Beretta

1. Uniform Cleaning Expenses for 2012/ 2013 – 77% of budget is spent; a 2012 voucher from Croft submitted in January, paid in March of \$386. Contacted other departments regarding their policy on cleaning of uniforms. LaGrange, Fairview, Roosevelt, New Hackensack and Gardiner do not pay for uniform cleaning. New Hamburg does. Need to honor Board decision regarding the removal of one of the patches. Possibly keep open until June to see where we are at. Resolution said “jackets”, not “uniforms”.

Comm. Dore agrees to not do 30 jackets in closet, which he said at last meeting. Comm. Beretta stated to get the jackets done for the members who do attend parades. The Board agrees, for this one time, to include the career staff.

A motion was made by Comm. Beretta to proceed with all jackets that are required for parades, funerals, etc.; to have the jackets cleaned and patch removed by June 17<sup>th</sup>. Seconded by Comm. Muckenhaupt.

- Motion Carried, 3 – 0

#### VIII. **DISTRICT STAFF ITEMS**

##### A. Chief - Tory Gallante

1. Received the first installment PILOT payment from Lutheran Care in the amount of \$25,273.98.
2. Requesting the Board to accept \$150,000 NYS Tech Rescue grant for regional Swiftwater Rescue Team with City of Poughkeepsie FD and LaGrange FD – no matching funds requirement from AFD.

A motion was made by Comm. Muckenhaupt to accept the \$150,000 NYS Tech Rescue grant for regional Swiftwater Rescue Team with City of Poughkeepsie FD and LaGrange FD – no matching funds requirement from AFD. Seconded by Comm. Beretta.

- Motion Carried, 3 – 0

3. Requesting Board approval to participate in \$150,000 NYS Tech Rescue grant awarded to City of Poughkeepsie FD for regional Confined Space Rescue Team with Poughkeepsie and LaGrange FD – no matching funds requirement from AFD.

A motion was made by Comm. Beretta to accept the \$150,000 NYS Tech Rescue grant awarded to City of Poughkeepsie FD for regional Confined Space Rescue Team with Poughkeepsie and LaGrange FD – no matching funds requirement from AFD. Seconded by Comm. Muckenhaupt.

- Motion Carried, 3 – 0

Both grants are roughly 50% equipment and 50% for training costs (backfill and OT)

4. Resolution for consideration, as prepared by Attorney Olson

#### STANDARDIZATION RESOLUTION

WHEREAS, the Board of Fire Commissioners of the Arlington Fire District has authorized the replacement of its Self Contained Breathing Apparatus (SCBA) and has authorized the Chief of the District to advertise for bids in accordance with the requirements of the General Municipal Law, and

WHEREAS, the Board of Fire Commissioners is aware of the fact that the majority of Fire Districts/Departments in the area served by the Arlington Fire District, including the City of Poughkeepsie, Roosevelt , LaGrange, Pleasant Valley, Hyde Park, and New Hamburg Fire Districts amongst other emergency service providers all utilize the AScott Pack® brand of the SCBA, and

WHEREAS, due to the fact that the majority of local fire service providers have been trained on the AScott Pack® system and for the convenience and availability of exchange parts in the event of an emergency or damage to the SCBA of any one responder the availability of identical equipment from another department will greatly aid in the emergency service provider=s ability to respond, therefore be it

RESOLVED that the Arlington Fire District pursuant to the authority granted under General Municipal Law ' 103 (5) for reasons of economy and efficiency determine that there is a need to standardize the SCBA systems under the AScott Pack® brand and therefore authorize bidding for the SCBA systems for AScott Pack® equipment.

A motion was made by Comm. Muckenhaupt to adopt the resolution as written by Attorney Olson. Seconded by Comm. Beretta.

- Motion Carried, 3 – 0

5. SCBA bid specs sent to Attorney Olson for review. Once approved, the legal notice to announce the bid will follow.
6. Car fire at Cherry Hill Townhouses this past Friday. Quick response & actions taken. 150 people were evacuated, difficult situation; two units were damaged; no one hurt.
7. In addition to the Executive Session item listed on agenda, have additional items to discuss:
  - A. Agreement with District Bookkeeper
  - B. Agreement with District Chief
  - C. Potential retirement of personnel in regards to hiring

B. Assistant Chiefs

1. 1<sup>st</sup> Assistant Chief – John Richardson
  - A. Requesting Board approval to hold the District Memorial on Saturday, September 14<sup>th</sup> starting at 10:00 AM at HQ.

A motion was made by Comm. Muckenhaupt to approve the District Memorial for September 14<sup>th</sup> at 10:00 AM at HQ.  
Seconded by Comm. Beretta.

- Motion Carried, 3 – 0

2. 2<sup>nd</sup> Assistant Chief – Eric Philipp – (absent)

C. EMS

1. Director of EMS – John Kloepfer – (absent)
2. Assistant Director of EMS – David Violante
  - A. Cora Lancevich, requests our assistance with the Senior Health and Fitness Day on Wednesday, May 29<sup>th</sup>, 2013, at the St. Simeon/St. Anna complex, by manning a table from 9am to 10am at St. Simeon (building 2), from 10am to 11am at St Anna, and from 2pm to 3pm at St. Simeon (building 1), to perform blood pressure checks on residents during the Health Fair. We have done this in the past with two volunteers.

A motion was made by Comm. Muckenhaupt to approve the Senior Health and Fitness Day (at St. Simeon / St. Ann complex) on Wednesday, May 29<sup>th</sup>, 2013.

- Motion Carried, 3 – 0

D. Treasurer - James Passikoff

1. The Board acknowledged receipt of the Treasurer's "Annual Financial Report Update Document" (AUD) for 2012.

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. Muckenhaupt to adjourn to Executive Session at 8:37 p.m. Seconded by Comm. Beretta.

- Motion Carried, 3 – 0

XI. **EXECUTIVE SESSION**

- A. Chief Gallante & Local 2393 President Joseph Tarquinio, Jr. - Potential disciplinary action against an individual

The Board came out of Executive Session at 9:37 p.m. and returned to Open Session.

XII. **OPEN ITEMS**

As a result of Executive Session:

A motion was made by Comm. Beretta to approve the amended contract agreement with Chief Tory Gallante effective May 6, 2013 – May 6, 2016. Seconded by Comm. Muckenhaupt.

- Motion Carried, 3 – 0

A motion was made by Comm. Muckenhaupt to offer the position of career FF / EMT to Joseph Michael Cruz, effective May 29, 2013. Seconded by Comm. Beretta.

- Motion Carried, 3 – 0

A motion was made by Comm. Muckenhaupt to offer the position of career FF / EMT to Christopher Rinck, effective May 29, 2013. Seconded by Comm. Beretta.

- Motion Carried, 3 – 0

XIII. **ABSTRACT APPROVAL**

A motion was made by Comm. Muckenhaupt to approve Abstract 13.5A in the amount of \$267,042.90, consisting of 66 checks. Seconded by Comm. Beretta.

- Motion Carried, 3 – 0

Comm. Beretta stated a reminder will go out to all companies regarding Fund Raising Events and a letter to Croft will be sent stating that their Golf Tournament fund raising event (that was brought up during public comments) is an unauthorized fund raising event.

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

- Motion Carried, 3 – 0

Meeting ended at 9:39 p.m.

Respectfully Submitted,

Renee O'Neill  
District Secretary