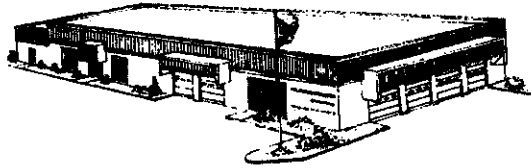


Fire or Ambulance
DIAL 911



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 May 10, 2010

ATTENDEES:

Comm. Patrick Rose, Chairman (absent)
Comm. Ann Bollmann
Comm. Kris Duderstadt
Comm. Ralph Chiumento (absent)
Comm. Peter Valdez, Acting Chairman

Attorney: Richard J. Olson (absent)
Treasurer: James Passikoff
Business Manager: Frank Borquist
Secretary: Renee O'Neill (absent)
Acting Secretary: Carol Schmitt

Acting Chairman Valdez opened 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. Valdez requested Comm. Bollmann and himself to review Abstract 5A.

II. **MINUTES**

A. April 26, 2010 Board of Fire Commissioners' Monthly Meeting

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

- Motion Carried, 3 - 0.

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

A. Service Awards - Comm. Chiumento

B. District Inspections - Comm. Duderstadt & Comm. Valdez

C. District Officers / Chief Liaison - Comm. Bollmann & Comm. Rose

D. EMS & Paramedic Liaison - Comm. Bollmann & Comm. Valdez

E. Public Relations - Comm. Duderstadt & Comm. Rose

1. Comm. Duderstadt reported that she and Comm. Rose met with the Vice President at Vassar College and will be meeting quarterly.

- F. Equipment Maintenance - Comm. Rose
- G. Buildings and Grounds - Comm. Rose & Business Manager Borquist
- H. Capital Equipment - Comm. Valdez & Comm. Chiumento
- I. Union Negotiations & Contract - Comm. Chiumento & Comm. Duderstadt
- J. Career Staff Liaison - Comm. Rose

- K. Volunteer Recruitment - Comm. Chiumento
 - 1. New applicants ready for Board approval:
 - A. Patrick Hayes: Station 5, EMS
 - B. Steven Super: FF / EMS, Station 5 - out of District, needs to be interviewed in Executive Session.
 - C. James Steffes: EMS, Station 5 - Out of District; needs to be interviewed in Executive Session
 - D. Jessica Calhoon: FF, Station 5

A motion was made by Comm. Duderstadt and seconded by Comm. Bollmann to accept Patrick Hayes, Station 5 EMS and Jessica Calhoon, FF Station 5.

- Motion Carried, 3 - 0

- L. Volunteer Liaison - Comm. Bollmann
- M. District Safety & Health - Comm. Valdez & Comm. Bollmann
- N. Strategic Plan - Comm. Duderstadt & BOFC as needed

IV. CORRESPONDENCE

- A. Thank you letter received April 26, 2010 from the Curran's, expressing their gratitude and appreciation during the loss of Frank. (a lifetime member of Engine Co. #1)

- B. E-mail request received April 28, 2010 from FF Chris Quinby to get re-approval for all available car seat techs for the May 21st car seat event that AFD is hosting at St. Francis Learning Links Daycare from 3:00 p.m. to 6:00 p.m. (*The BOFC approved two car seat techs at the April 26th meeting*)

A motion was made by Comm. Bollmann and seconded by Comm. Duderstadt to allow all available Arlington car seat techs to attend the May 21st event that AFD is hosting at St. Francis Learning Links Daycare from 3:00 pm to 6:00 pm.

- Motion Carried, 3 - 0

- C. E-mail dated April 28, 2010 from Captain Steenbergh informing Secretary O'Neill that the Town of Poughkeepsie Community Day scheduled for June 12th has been canceled and will be rescheduled sometime in the Fall.

- D. Memo dated May 7, 2010 from Lt. Gus Antalek to the Board of Fire Commissioners reporting on his recent trip to FDIC.

V. **PERSONNEL**

- A. E-mail received April 26, 2010 from Steve Creeron of Croft Corners Fire Company, stating that he has to resign effective April 30, 2010 as a member due to relocating after college graduation.

A motion made by Comm. Bollmann and seconded by Comm. Duderstadt to accept Steve Creeron of Croft Corners Fire Company, resignation due to relocating after college.

- Motion Carried, 3 - 0

- B. Received May 1, 2010 a letter from FF Richard Fishwick informing Deputy Chief Pells of his May 1, 2011 date of retirement.
- C. E-mail received May 4, 2010 from Ed Vaughan of Croft Corners Fire Company requesting a medical leave of absence effective March 10, 2010 due to surgery. The anticipation date of return is in a couple of months.
- D. Change of Status received May 5, 2010 from Ryan Speedling of Red Oaks Mill Fire Company. He has dropped EMS effective April 4, 2010.

VI. **DONATIONS**

<u>NAME</u>	<u>REASON</u>
Julie Schwartz	Car Seat Installation

A motion was made by Comm. Bollmann and seconded by Comm. Duderstadt to turnover the total amount of \$5.00 in donations to the car seat fund.

- Motion Carried, 3 - 0.

VII. **SCHOOL REQUESTS**

The following members have been approved by the Chief to attend the following classes / seminars that are In County courses:

- A. FF John Adams: "Engine Company Ops", May 13 - 15, 2010 at DC 911.
- B. FF Howard Adams: "Plan Review Procedures and Policies", May 4, 2010 at City of Poughkeepsie Fire Dept.
- C. FF Howard Adams: "Hydraulics for Face Protection", May 6, 2010 at City of Poughkeepsie Fire Dept.

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

- A. Business Manager Frank Borquist: "NYS Office of General Services: State Purchasing Forum and Trade Show", May 19 - 20, 2010 at Empire State Plaza.
- B. FF Howard Adams: "Pediatric Advanced Life Support", August 19, 2010 at Dutchess Community College.
- C. Lt. John Palcher: "National Fire Investigation Training Seminar", May 17 - 21, 2010 in

Orlando, Florida.

D. AC Eric Philipp: "Firehouse Expo", July 21 - 24, 2010 in Baltimore, MD.

A motion made by Comm. Bollmann and seconded by Comm. Duderstadt to accept school requests A through D.

- Motion Carried, 3 - 0

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

A. Resolution to sell one (1) 1988 E-One Triple Combination Pumper (*ATTACHED*)

IX. CHIEFS / ADMINISTRATIVE ITEMS

A. Chief (VACANT)

B. Deputy Chief Jeff Pells

1. Three (3) Personnel Items - to discuss the employment history of particular persons
2. Operating Guideline for "Self Rescue Equipment" wording has been corrected. Handed new sheets to the Commissioners for review and approval.

A motion made by Comm. Bollmann and seconded by Comm. Duderstadt to accept the "Self Rescue Equipment" Operating Guidelines.

- Motion Carried, 3 - 0

3. As a result of the LODD death of Roosevelt Capt. Iaccino, PESH conducted an investigation and raised questions as to last physical, training to return, fit testing, etc.

AC John Richardson stated that a physical policy needs to put in place to mandate physicals for all personnel; career and volunteer. Discussion. Comm. Bollmann is a proponent of this and has discussed this with EMS Director Kloepfer at length. Is in favor of developing a policy. It is a major concern to enforce the policy. EMS Director Kloepfer stated the paperwork is gathered. Should be reviewed.

4. Probationary period for the five new firefighters (Dave Grundon, Rick Warner, Dave Roberts, Ken Garon and John Dunderdale) are almost complete; Requesting to remove them from probation effective May 21, 2010 and put on regular duty positions.

A motion made by Comm. Bollmann and seconded by Comm. Duderstadt to have the five probationary firefighters put on regular rotations as of May 21, 2010.

- Motion Carried, 3 - 0

C. Assistant Chiefs

1. John Richardson
 - A. Commented on DC Pells' e-mail sent on call responses; very busy year so far.
2. Kevin Finnigan (absent)
3. Eric Philipp
 - A. Requesting approval to bring 32-15 to New Hackensack's Wet Down on Saturday, June 12th from 1:00 p.m. to 5:00 p.m.

A motion made by Comm. Bollmann and seconded by Comm. Duderstadt to allow 32-15 attend New Hackensack's Wet Down on June 12, 2010.

- Motion Carried, 3 - 0.

4. Sam D. North (absent)

D. EMS Director John Kloepfer - No Items.

E. Assistant Director of EMS David Violante

1. Customer Satisfaction Survey results from residents are coming back for calls. Sheet handed out showing a graph and percentage of sent vs. return and their rating.
2. Electronic PCR reporting system is being looked into and possible Firefighter Assistance Grant to purchase the right one.

F. Attorney Richard Olson (absent)

G. Treasurer Jim Passikoff

1. Submitted the April 30, 2010 Financial Report for the District. The only item of concern is the high Legal Fees and doesn't know where its going to go by the end of the year.

A motion made by Comm. Bollmann and seconded by Comm. Duderstadt to accept the April 30, 2010 Financial report as submitted by Treasurer Jim Passikoff.

- Motion Carried, 3 - 0

H. Business Manager Frank Borquist

1. Lettering on Station 3 building - after investigation, looking into replacing all the letters as they are brittle and old.
2. Asking for bids for painting of Station 3's exterior - except the bricks.
3. Fuel tank bid for Headquarters - going out to bid on that really soon

4. The BOFC need to decide on what to do with the generator. Old generator to go to Station 4, if not, try to sell it?

X. **COMMENTS FROM THE FLOOR** *General Discussion. No action(s) taken by the Board, unless otherwise noted.*

A. Mr. James Beretta, resident of 29 Colburn Drive

1. Remarked about the Legal fee costs that Treasurer Jim Passikoff mentioned from the financial report.
2. Concerned with Petty Cash Fund of \$350.00, which should only be \$250.00 according to the law.
3. Asked about the Vassar College luncheon and that Comm. Duderstadt and Comm. Rose attended.
4. Strategic Planning report was received through his FOIL request and pointed out #5 "Goals". Thought it was well done. Some discussion followed.
5. Asked about Comm. Rose being absent from so many Commissioner meetings, five out of nine meetings missed so far. Is there a policy for attendance? What is done if not meeting the policy?

B. Ms. Doreen Tignanelli (written comments also attached, as per request)

1. Asked who was bringing 3215 to New Hackensack's Wet Down? Volunteers?
2. Next BOFC Meeting is on Memorial Day. Discussion.

A motion made by Comm. Bollmann and seconded by Comm. Duderstadt to cancel the May 31, 2010 meeting and to hold the meeting on Monday, May 24, 2010. A legal notice to the paper of the change will be sent.

- Motion carried, 3 - 0

3. A web cam was purchased. What is it being used for?
4. Re: Five dinners that were purchased for the Commissioners at the Culinary. Has Comm. Rose followed up with Joe Davis yet? Also, on this particular voucher there is no signature from the Business Manager. This was one of the concerns with the Audit from 2006.

C. FF William Tompkins - Local 2393 President

1. Submitted a FOIL in January for the approved contracts at the BOFC Meeting on January 11th of the District Secretary, Bookkeeper, EMS Director and Assistant EMS Director; has not received the information yet. Discussion that the EMS Director and Assistant EMS Director's

contracts have not been finalized or signed yet.

2. Two (2) Personnel Items for Executive Session.

D. Lt. Gus Antalek

1. Regarding the trip to FDIC - report handed in on the conference. Recommends continuing the importance of the learning experience and education received from the conference.

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

- A. Comm. Valdez asked about the new Ambulance and Engine. Discussion as to when it will go in service; everything look good.

With no further open items to discuss, a motion was made by Comm. Bollmann and seconded by Comm. Duderstadt to take a five minute break at 8:38 p.m. and then adjourn to Executive Session.

- Motion Carried, 3 - 0

XII. **EXECUTIVE SESSION**

The Board came out of Executive Session at 9:55 p.m. and returned to Open Session.

XIII. **ABSTRACT**

A motion was made by Comm. Bollmann and seconded by Comm. Duderstadt to approve abstract 5A in the amount of \$749,300.99, consisting of 72 transactions.

- Motion Carried, 3 - 0

XIV. **OPEN ITEMS**

- A. A motion made by Comm. Duderstadt and seconded by Comm. Bollmann to approve Steven Super as FF/EMS, Station 5.

- Motion Carried, 3 - 0

- B. Recommendation by AC Richardson that the BOFC transfer \$700K from the Fund Balance to the Equipment Reserve Fund to pay for equipment that will be coming due over the next few months. (Tower Ladder, Engine and Rescue Truck) Balance to be appropriated at a future time when it is determined to best place for it.

A motion made by Comm. Duderstadt and seconded by Comm. Bollmann to move the \$700K over, as stated to Equipment Reserve Fund.

- Motion Carried, 3 - 0

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

- Motion Carried, 3 - 0

Respectfully Submitted,

A handwritten signature in cursive script that reads "Carol Schmitt".

Carol Schmitt
Acting Fire District Secretary

****RESOLUTION ATTACHED**

RESOLUTION

At a regular meeting of the BOARD OF FIRE COMMISSIONERS of the ARLINGTON FIRE DISTRICT, in the TOWN OF POUGHKEEPSIE, Dutchess County, New York, held at the ARLINGTON FIRE DISTRICT HEADQUARTERS, Burnett Boulevard, Town of Poughkeepsie, Dutchess County New York in said Fire District on the 10th day of May, 2010, at 7:30 p.m., Eastern Standard Time

The meeting was duly called to order and upon roll call being taken, there were

PRESENT: Commissioner Bollmann
 Commissioner Duderstadt
 Commissioner Valdez

ABSENT: Commissioner Rose
 Commissioner Chiumento

The following resolution was offer by COMMISSIONER Bollmann, who moved its adoption, seconded by COMMISSIONER Duderstadt, to wit:

BE IT RESOLVED, by the BOARD OF FIRE COMMISSIONERS of said Fire District as follows:

FIRST: That pursuant to Section 176(23) of the Town Law, the Arlington Fire District does hereby declare that the following item of equipment is no longer necessary for the purposes of the Fire District: (1) 1988E-One Triple Combination Pumper.

SECOND: That pursuant to Section 176(23) of the Town Law, the Arlington Fire District is authorized to dispose and sell the above listed equipment which sale will be conducted by advertisement for bids for the equipment.

THIRD: That this disposition of the equipment of the Arlington Fire District is subject to a permissive referendum as required by law.

FOURTH: This resolution shall take effect immediately. The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Commissioner Rose (ABSENT)	
Commissioner Bollmann voting	Yes
Commissioner Chiumento (ABSENT)	
Commissioner Duderstadt voting	Yes
Commissioner Valdez voting	Yes

THIS RESOLUTION WAS THERE UPON DECLARED DULY ADOPTED

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 14th
day of May 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 May in the year of 2010.

Rose Ann Simpson
Notary Public

My commission expires 1/4/2014

NOTICE OF ADOPTION OF RESOLUTION
NOTICE HEREBY IS GIVEN that the BOARD OF FIRE COMMISSIONERS of the ARLINGTON FIRE DISTRICT, of the Town of Poughkeepsie, Dutchess County, State of New York adopted at a meeting held on the 10TH day of May, 2010 at the ARLINGTON FIRE DISTRICT HEADQUARTERS, 11 Burnett Boulevard, situate in the TOWN OF POUGHKEEPSIE, Dutchess County a resolution authorizing the sale by public bid of surplus equipment of the Fire District namely (1) 1988E-One Triple Combination pumper. Such resolution does not take effect until thirty (30) days after its adoption or until approved by the affirmative vote of a majority of the electors of the ARLINGTON FIRE DISTRICT affected, qualified to vote at an annual election of the Fire District voting on such proposition, if, within thirty (30) days after its adoption, there shall be filed with the Fire District Secretary a petition signed and acknowledged in the manner required by Section 6-g of the General Municipal Law, protesting such resolution and requesting that it be submitted to the electors of such Fire District for their approval or disapproval.
Dated: May 10, 2010
RENEE O'NEILL
District Secretary
ARLINGTON FIRE DISTRICT
5479

ROSE ANN SIMPSON
Notary Public, State of New York
No. 0154215693
Qualified in Dutchess County
Commission Expires January 4, 2014

May 10, 2010

Memo to: AFD Board of Fire Commissioners
11 Burnett Boulevard, Poughkeepsie NY 12603

Subject: Public Comment, May 10, 2010, AFD BOFC Meeting

I offer the following public comment and request that these written comments be attached to the minutes and included as part of the official record:

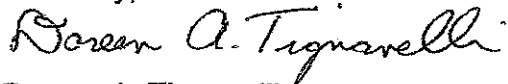
1) The attached voucher, date stamped November 4, 2009 made out to Upsilon Tau Chapter for "5 Dinner Commissioners @ \$65.00" for a total of \$325 is an example of the **"significant deficiencies in internal control over financial reporting"** noted in the 2006 AFD audit. This voucher reflects Audit Finding 2006-1 which notes "instances where the the approval of the claimant or the business manager was missing for the voucher".

This was the voucher associated with payment to the Upsilon Tau Chapter of Omega Psi Phi Fraternity even though there was to have been no cost to taxpayers for Commissioners dinners per comments by Fraternity member Joe Davis according to June 30, 2009 AFD meeting minutes. When I asked about this at the April 26, 2010 meeting, Chairman Patrick Rose said he would ask Joe Davis about the fact that there was to have been no cost to the taxpayers. Did Chairman Rose ask Joe Davis about this and will taxpayer money be refunded?

2) What is the Logitech Webcam purchased on March 3, 2010 for the price of \$79.99, Purchase Order #6122, to be used for?

3) The last Monday of May is May 31, 2010 is Memorial Day. Will the AFD BOFC Meeting for that night be rescheduled?

Sincerely,



Doreen A. Tignarelli
29 Colburn Drive
Poughkeepsie NY 12603

Attachment .

ARLINGTON FIRE DISTRICT

11 Burnett Boulevard
 Poughkeepsie, New York 12603
 845-486-6300 fax 845-486-6322

Purchase Order No. _____

DO NOT WRITE IN THIS BOX

VOUCHER

Claimant's
 Name And
 Address

*Upsilon Tau Chapter
 PO Box 2086
 Poughkeepsie, NY, 12601*

Date Voucher Received	NOV 04 2009		VOUCHER #
FUND - APPROPRIATION	5428	AMOUNT	
	Total	325.00	
Abstract No.	11.0779		

Terms _____

Vendors Reference Number _____

Dates	Quantity	Description of Materials or Services	Unit Price	Amount
	5 Dinner	Commission		
	@ \$6.50	Nov 13, 09		
(See Instructions on Reverse Side)			TOTAL	325.00

Exempt from Federal, State and Local Sales Tax

CLAIMANTS CERTIFICATION

I, _____, certify that the above account in the amount of \$ _____ is true and correct; that items, services and disbursements charged were rendered to or for the Fire District on the dates stated; that no part has been paid or satisfied; that no taxes, from which the Fire District is exempt, are not included; and that the amount claimed is actually due.

 Date Signature Title

(SPACE BELOW FOR FIRE DISTRICT USE)

APPROVAL	AUDIT
The above services were rendered or furnished to the Fire District on the dates stated and the charges are correct	The claim is approved and ordered paid from the appropriations indicated above.
_____ Date Signature	_____ _____ _____ _____