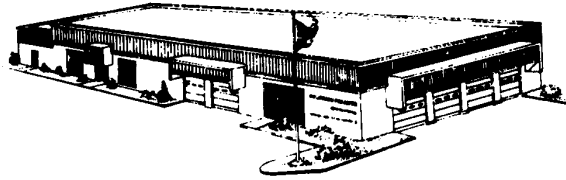


Fire or Ambulance
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Arlington Fire District

11 Burnett Boulevard
Poughkeepsie, New York
12603

BOARD OF FIRE COMMISSIONERS MONTHLY MEETING June 26, 2007

ATTENDEES:

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

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

Chairman Rose opened the meeting of the Arlington Fire District Board of Fire Commissioners' Monthly Meeting at 7:38 p.m., with a roll call and pledge of allegiance.

- I. Comm. Rose requested Comm. Muckenhaupt and Treasurer Passikoff to review Abstract 6B.

II. MINUTES

A. June 11, 2007 Board of Fire Commissioners' Monthly Meeting

A motion was made by Comm. Duderstadt and seconded by Comm. Muckenhaupt to approve the Minutes, with the following amendment:

Change wording to: "Assistant Chief Carlon will oversee John Juavinett, Jr. "

- Motion Carried, 3 - 0

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

A. Service Awards - Comm. Muckenhaupt & Comm. Comerford

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

1. Comm. Duderstadt will be drafting a letter on behalf of the Board to the membership thanking those who participated in the Inspection.

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

- D. Sub Station - Comm. Comerford & Comm. Duderstadt
- E. EMS & Paramedic Liaison - Comm. Bollmann & Comm. Muckenhaupt
- 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)
 - 1. Business Manager Borquist stated that they are looking at a new phone system at Station 3. Getting quotes. Received one quote for \$3600.
 - 2. Drains were pumped at Station 3; two contractors concerned with the decaying pad in front of the bays. Getting prices, may have to go out to bid.
 Comm. Rose directed Frank to order a sub for the Highway Department, as a thank you for their help with the removal of the debris in the drain.
 - 3. Bottom door panel at HQ (in the Rescue truck bay) needs to be replaced, due the door coming down on the Rescue as they were backing in. (did no damage to the truck, only the door panel)
 - 4. Comm. Duderstadt requested Frank get a quote from Lehigh Landscaping to do some work at HQ. Need to clear out or take out the Juniper bushes on the side of the building by DC's office and also by the hill in the front. Too many weeds over growing. Also get prices on new curbing at HQ.
 Frank stated that he would like to get a hold of Camp Beacon (corrections facility) to come and take out the bushes and then see what Lehigh could do.

 Comm. Rose asked if the brick "A" could get flowers around it for the Memorial. Assistant Chief Carlon stated that he will try and also will be talking with Highway to get rid of the items on the side of the building.
- 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. The following application needs approval by the Board of Fire Commissioners
 - A. Kristina North, Station 4 - EMS only (application date 11/18/06)

A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to reject Kristina North's application based on discussion held in Executive Session at the June 11th BOFC meeting.

- Motion Carried, 3 - 0
 - 2. Leslie Carroll submitted the current stats on volunteer applications.
 - 3. Reviewed the Application Process with Leslie Carroll, Director of Volunteer Recruitment.

Time frame ranges from 60 - 90 days from start to finish, based on company interview and approval, background check, Board approval. Comm. Rose asked if the current process is working and EMS Director Kloepper and Leslie stated yes. Lt. Andersen runs orientations when needed. The Board does not want to fix something that's not broken.
Comm. Duderstadt asked if the stats could be done by year to compare. Leslie said yes.

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

IV. **CORRESPONDENCE**

- A. Letter dated June 8, 2007 from Red Oaks Mill Fire Company to the Parade Committee requesting that AFD participates in the September 16, 2007 parade in Hudson, NY to commemorate the dedication of the new Firemen's Home.
- B. Received *Fire District Affairs - May - June 2007*.
- C. Letter dated June 15, 2007 from Arthur S. May Elementary PTA thanking those who participated, particularly FF Chris Quinby for providing information on Car Seat Safety at their Family Fun Night on June 8, 2007.
- D. Letter received June 20, 2007 from the Town of Poughkeepsie Recreation Department requesting the smoke house for their Town Community Day on Friday, June 29th from 5:00 pm to 10:00 pm and Saturday, June 30th from 2:00 pm to 10:00 pm at Bowdoin Park

A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to approve the use of the smoke house for Town Community Day on Friday, June 29th from 5:00 pm to 10:00 pm and Saturday, June 30th from 2:00 pm to 10:00 pm

- Motion Carried, 3 - 0

(As of 06/27/07 - Comm. Rose discussed this request with Lt. Palcher and canceled the request due to Lt. Palcher's recommendation that it wasn't feasible.)

- E. Letter dated June 25, 2007 from Croft Corners Fire Company to the Board requesting their position regarding participation of the membership of Local 2393 at parades.

The Board will discuss this in Executive Session.

V. **DONATIONS**

<u>NAME</u>	<u>REASON</u>
Karen Evans Schmitt	Car Seat Program
William Mara	In Memory of Julius Lasko
Catherine Stout	Car Seat Installation

A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to turnover \$35.00 to the Car Seat Program 4/5ths of the total amount of \$25.00 to the four companies and 1/5th to the Union.

- Motion Carried, 3 - 0

VI. SCHOOL REQUESTS

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

- A. "Inspection Procedures for Existing Structures - 9C", August 7 - 9, 2007 at ROM.
 - 1. Lt. William Steenbergh
 - 2. FF Jasen West
 - 3. FF Chris Mills
- B. FF Chris Mills: "General Construction Principles - 9D", September 18 - 20, 2007 at ROM.
- C. FF Chris Mills: "Residential Code of New York State - 9E", October 23 - 25, 2007 at ROM.
- D. FF Chris Mills: "Building Code of New York State - 9F", November 27 - 29, 2007 at ROM.
- E. "Courage to be Safe", June 20, 2007 at CIA Hyde Park.
 - 1. FF Victoria Philipp
 - 2. Lt. Dan Murray
 - 3. FF Brian Bedell
 - 4. FF John Ortiz
 - 5. FF Sean Jackson
 - 6. FF Lisa Jackson
- F. "NYS Firefighter Survival", July 1, 2007 at AFD.
 - 1. FF Roy Chase
 - 2. FF Josh Kemlage
 - 3. FF Robert Hanaburgh, Jr.
 - 4. FF Peter Bocker
- G. FF John Dunderdale: "Passenger Train Emergency Rescue", June 14 & 16, 2007 at New Hamburg, Station 1.

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

- A. FF Howard Adams: "Fire Service Instructor II", July 8 - 13, 2007 at Montour.
- B. Lt. Edward Madison: "IAFC Volunteer / Combination Officers Section Training Symposium", November 1 - 4, 2007 in Clearwater, FL.

Comm. Rose and Comm. Duderstadt would like to attend. Comm. Muckenhaupt needs to check his calendar. An e-mail will go out to the other Commissioners to see if they would like to go. Leslie Carroll may be attending. Deadline will be July 9th for anyone else that wants to attend, after that Secretary O'Neill will make travel arrangements.

- C. Lt. William Steenbergh: "Firehouse Central / EMS Expo", October 9 - 14, 2007 in Orlando, FL. (No cost, TIME OFF ONLY)
The Board wants to table this until the next meeting until EMS Director Kloefer reviews it. Comm. Rose stated it still costs money for time off - just wants John to review it.

- D. FF Justin Carlon: "Confined Space Rescue", September 4 - 7, 2007 at Montour Falls.
- E. "Spartan Fire Truck Training Conference", August 4 - 9, 2007 in Lansing, Michigan.
 - 1. Assistant Mechanic Steve Bowdler
 - 2. Civilian Mechanic Dave Grundon

Discussion on travel arrangements. Comm. Rose stated that he wants Secretary O'Neill to take care of any travel arrangements and will use the District credit card to pay for hotels and airfare.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to approve A, B, D and E.

- Motion Carried, 3 - 0

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

- A. Captains Interviews & Fire Lieutenant Interviews - need to set a date for interviews
The Board agreed that Tuesday, July 10th, starting at 6:00 p.m., will conduct 8 Captain interviews and Tuesday, July 17th, starting at 6:00 p.m., will conduct remaining 3 Captain interviews and also conduct the interviews for the Fire Lieutenant. Resumes to be in prior to those dates.
- B. Comm. Muckenhaupt
 - 1. Telecommunications Policy has been updated with changes made by Attorney Comatos.
Comm. Duderstadt wants to review it prior to approval at the next meeting.
- C. Comm. Duderstadt
 - 1. One (1) Personnel Item for Executive Session

VIII. **CHIEFS / ADMINISTRATIVE ITEMS**

- A. Chief David Roberts, Sr. (absent)
- B. Deputy Chief Jeff Pells (absent)
- C. EMS Director John Kloefer
 - 1. Oxygen Filling Station - requesting approval to spend \$4,025 for filling station, to come out of his equipment budget.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to approve the \$4,025 to purchase the oxygen filling station.

- Motion Carried, 3 - 0.

- D. Assistant Chief Frank Carlon
 - 1. Reminder that the Memorial is June 30th. E-mail sent regarding engine positions and time.
- E. Assistant Chief Tony Alongi (absent)
- F. Assistant Chief Kevin Finnigan (absent)

- G. Assistant Chief Eric Phillip (absent)
- H. Treasurer Jim Passikoff
 - 1. Receiving a 30-day extension on the audit - they have issues.
- I. Attorney Gerard Comatos (absent)
- J. Business Manager Frank Borquist (items were covered earlier in the meeting regarding the buildings.)

IX. **COMMENTS FROM THE FLOOR**

FF Brian Bedell asked if the Board was going to comment about the Croft letter. (Secretary O'Neill read the letter aloud, as per AC Carlon's request)

The Board is going to review it in Executive Session. Comm. Rose hasn't had a chance to review it yet.

Mechanic Joe Tarquinio - asked about the guidelines on reimbursement / travel guidelines. Comm. Duderstadt stated that more feedback came from the Round Table and will be revising it. Comm. Rose stated that Secretary O'Neill can take care of the travel arrangements, using AFD's credit card, so the hotel is paid in advance. Voucher needs to be filled out by hotel upon check out. Also can obtain an advance for food.

Comm. Rose asked Business Manager Frank Borquist to set up charge accounts at locations in the area for personnel to get food during long incidents. Look at 24 hour places, i.e. diners.

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

With no further open items to discuss, a motion was made by Comm. Muckenhaupt 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.

XI. **EXECUTIVE SESSION**

The Board came out of Executive Session at 10:25 p.m. and returned to Open Session.

XII. **OPEN ITEMS**

Comm. Duderstadt stated that the Board is going to draft a letter back to Croft Corners President Mike Renza stating that they are acknowledging that they received their letter, and to the Parade Committee. Also will be sending a letter to AC Finnigan and forwarding the letter from Croft to him and asking him to come in and discuss it with the Parade Committee and the Board.

XIII. **ABSTRACT**

A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to approve abstract 6B, (minus the check for TBD Services for \$4,960.00) in the amount of \$448,336.46 consisting of 80 transactions.

- Motion Carried, 3 - 0.

With no further business to conduct, a motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt that we adjourn at 10:28 p.m.

- Motion Carried, 3 - 0

Respectfully Submitted,

Renee O'Neill
Fire District Secretary