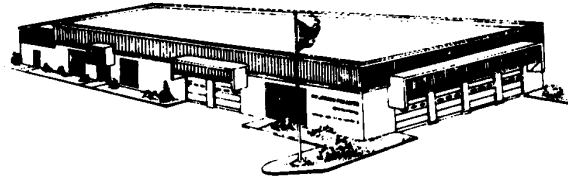


Fire or Ambulance
DIAL 911



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Arlington Fire District

11 Burnett Boulevard
Poughkeepsie, New York
12603

BOARD OF FIRE COMMISSIONERS MONTHLY MEETING August 28, 2007

ATTENDEES:

Comm. Patrick Rose, Chairman (arrived 7:50 p.m.)
Comm. Norman Comerford (absent)
Comm. Ann Bollmann (Acting Chairman)
Comm. Kenneth Muckenhaupt
Comm. Kris Duderstadt

Attorney: Gerard Comatos (absent)
Treasurer: James Passikoff (absent)
Secretary: Renee O'Neill (absent)
Business Manager: Frank Borquist
Acting Secretary: Carol Schmitt

Acting Chairman Bollmann 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. Bollmann and Comm. Muckenhaupt to review Abstract 8B.

II. MINUTES

A. August 13, 2007 Board of Fire Commissioners' Monthly Meeting
A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to approve the Minutes as printed.

- Motion Carried, 3 - 0.

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

- A. Service Awards - Comm. Muckenhaupt & Comm. Comerford
1. Comm. Muckenhaupt will be taking over the Service Award files from Comm. Comerford for next year.
- B. District Inspections - Comm. Bollmann & Comm. Duderstadt
1. Comm. Duderstadt sent letters to Leadership teams and 2nd Inspection is scheduled for Oct. 25, 2007. Discussion as to holding

a District Event to present awards. Any suggestions, e-mail Comm. Duderstadt.

- C. District Officers / Chief Liaison - Comm. Rose & Comm. Comerford
- D. Sub Station - Comm. Comerford & Comm. Duderstadt
 - 1. Comm. Duderstadt wants to bring up at next meeting as to what is being done.
- E. EMS & Paramedic Liaison - Comm. Bollmann & Comm. Muckenhaupt
- F. Public Relations - Comm. Duderstadt & Comm. Rose
 - 1. Comm. Duderstadt reported that they need to meet with Vassar College again in September.
 - 2. Health & Safety Fair at the Galleria on Sept. 8, 2007; no fire safety going to be present; Comm. Bollmann called Assemblyman Joel Miller's office to ask about fire service present at the fair.
- G. Equipment Maintenance - (Mechanic Tarquinio), Comm. Muckenhaupt & Comm. Rose
 - 1. Comm. Rose spoke to the Chief and Deputy Chief to have the committee regroup and bring information in a month as to value and what is needed to get the equipment that will work for the district.
- H. Buildings and Grounds - Comm. Rose & (Business Manager Borquist)
 - 1. Business Manager Frank Borquist reported that the back hill at HQ is almost complete and will have front area weeded by the end of the week.
 - 2. Drains at Station 3; he is waiting for more prices but had a price of \$12,500 so far.
 - 3. Air Conditioning in Alarm room and Day Room at HQ; waiting for a price but so far price maximum \$6800.

A motion was made by Comm. Duderstadt and seconded by Comm. Muckenhaupt up to \$6800 to have air conditioning work done.

 - Motion Carried, 3 - 0.
 - 4. Station 3 Lt. Room door may need a new hinge and the A/C problem is the switch in the Volunteer room that regulates both rooms and how both rooms can get A/C at the same time.
 - 5. Comm. Duderstadt asked about the stumps and that the Boy Scout Leader had asked what they could help with. If the stumps are removed they could plant that area. Frank Borquist will look into the cost of the removal of the stumps.
- 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

(Comm. Rose arrived at 7:50 p.m.)

1. Comm. Duderstadt reported that Leslie Carroll went to the Conference in Baltimore and brought back some ideas on Volunteer Retention. Discussion on some of the thing that could be done (insurance, reimbursement for classes, service awards, physicals, etc.) but will look into it further and bring back at another time.
2. Fire Prevention Week will being working on recruitment. Leslie suggested place mats and other Districts may want to be on the advertising. She has been contacting to see what response she can get.
3. Talking about a Video to let people go to the web site and review what each part of the Fire service has to offer. Work with the college as an internship to film the video.

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

IV. CORRESPONDENCE

A. Letter received August 13, 2007 from Michael Hogan, Membership Committee Chairman of Croft Corners Fire Company regarding concerns on the current process of volunteer recruitment.

1. Comm. Rose and Leslie Carroll will meet with Mike Hogan to discuss the letter and how to solve the concerns of the Volunteers to give the answers to Croft Corners Fire Company after meeting with Mike Hogan.
2. Discussion on the driver licenses as to in state or out of state drivers.

A motion was made by Comm. Duderstadt and seconded by Comm. Bollmann to use the language from Attorney Comatos as to having a NYS license if you're a resident with an out of state license, you must get one within 30 days by the laws of NYS but if a student at college you do not have to get one and other exception to be reviewed by the board.

- Motion Carried, 4 - 0

- B. Thank you card from Mary Sorce, 2740 South Road, Apt. J8, thanking those who responded to her call and brought her to the hospital. (#07-2989, 07/24/-7, FF Adam Kangas, FF Stephen Klauck)
- C. Thank you letter from Theodore Riordan, 141 Fulton Avenue, thanking those who responded to his son's 911 call. (#07-1722, 06/23/07 - FF Briggs, FF R. Brown, FF DelliPaoli, FF Drum, FF Moore)
- D. Received August 17, 2007, Red Oaks Mill Fire Company's list of active members as of August 2007. (*List needed for upcoming Special Election*)
1. Frank Borquist will get food for the Election on Thursday.
- E. Received August 17, 2007, Engine Co. #1's list of active members as of August 2007. (*List need for upcoming Special Election*)

- F. Letter received August 17, 2007 from Bob Hanaburgh, Fire Chief of Vassar College requesting a fire truck for fireworks on September 7, 2007.

A motion made by Comm. Muckenhaupt and seconded by Comm. Bollmann to send a Fire Truck to cover the Fireworks on September 7, 2007 to Vassar College.

- Motion Carried, 4 - 0

- G. Received August 17, 2007 Rochdale Fire Company's list of active members as of August 2007. (*List needed for upcoming Special Election*)

- H. Received Fire District Affairs - September 2007

V. **PERSONNEL**

- A. Resume received August 17, 2007 from John Richardson for the position of Assistant Chief.

VI. **DONATIONS**

<u>NAME</u>	<u>REASON</u>
Jennifer Giorgi	Car Seat Installation

A motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann to have the donation go to the car seat program.

- Motion Carried, 4 - 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. AC Kevin Finnigan: "ICS-300", September 19 - 21, 2007 at Town of Poughkeepsie Community Room.

Added by Deputy Chief Pells at the time of the meeting, which is only a notification to the Board.

- B. Capt. Paul Galletta: "ICS-300", September 10, 12, 17, 19, 24, 29, 2007 at AFD HQ.

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

- A. EMS Captain Mike Hogan: "CEVO II Ambulance - Train the Trainer", September 15, 2007 at Beacon Volunteer Ambulance Corp.

Additional school requests added by Deputy Chief Pells at the time of the meeting:

- B. FF Al Schoessow: "Medium Level Structural Collapse Operation: Exterior Shoring", September 15 - 16, 2007 at NY - TF2 Facility in Albany.
- C. FF Al Schoessow: "Medium Structural Collapse Operation: Void Search", September 29-30, 2007 at NY-TF2 Facility in Albany.

- D. FF Al Schoessow: "Rope Rescue Tech-Level II". October 1-4, 2007 at Montour Falls.
- E. FF Chris Dougherty: "NYS EMT Refresher", August 28, 2007 through January 17, 2008 at DCC South.
- F. FF Erin Hanlon: "Free EMS Education Day", September 8, 2007 at Holiday Inn in Middletown.
- G. FF Brian Bedell: "EMT Refresher", August 28, 2007 through January 17, 2008 at DCC South.
- H. EMS Director John Kloepfer: "Trauma Conference", November 10, 2007 at Poughkeepsie Grand Hotel.
- I. Captain Sean Jackson: "Las Vegas Conference" (Chief Roberts has the details)
- J. Lisa Jackson: "Las Vegas Conference" (Chief Roberts has the details)

A motion was made by Comm. Bollmann and seconded by Comm. Muckenhaupt to accept school request A through H and to hold on I and J till Chief Roberts reports at next meeting..

- Motion Carried, 4 - 0

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

- A. Comm. Muckenhaupt met with FF Charles Grundon for a September District Meeting; will get an agenda ready.
- B. Comm. Muckenhaupt reported on Technology Use Policy has talked to Tom Duderstadt as to signing and to do new members at time of orientation.
- C. Comm. Bollmann discussion on the leave of absence for Croft Corners member FF Lord to Iraq. Croft Corners wants to support our Soldiers by sending care packages and letters to the 52 men that have been deployed to Iraq for 15 months. They are asking for the District and Company members to help. Comm. Rose will contact Attorney Comatos if the District can sponsor. The District will support it and get back as to sponsor but feels the other Company can be contacted and set up drop offs at the stations.
- D. Comm. Duderstadt has been working on the response to Victoria Philipp's letters. Looking into the vehicle policy to update information and about the new positions in the District.
- E. Comm. Rose reported on the resignation of Comm. Comerford due to a new job position and not able to fulfill his position as a Commissioner. Will discussion at Executive Session as to filling the position.

IX. **CHIEFS / ADMINISTRATIVE ITEMS**

- A. Chief David Roberts, Sr. (absent)
- B. Deputy Chief Jeff Pells

1. Orientation for the new Captains has been completed. Will have a follow up meeting on October 2, 2007 with the Captains to see if everything is working.

Comm. Rose would like to congratulate the new Captains on their new positions pending their testing out come and good luck from the Commissioners and to Lt. Antalek on his new position.

2. Conference in GA went well, meeting with vendors, laying ground work for contacts and seeing new equipment. (Letter submitted to Commissioners.)
3. One for Executive Session.

C. EMS Director John Kloepper

1. Blood Borne Exposure contact came in a \$100 less than last year.

D. Assistant Chief Frank Carlon (absent)

E. Assistant Chief Kevin Finnigan

1. Conference in Baltimore was good and will get together with Captain Andersen as to information he received there on mapping and building preplans. Training online for members.
2. "I Am Responding" which is similar to City Watch program - the cost is about \$800 year and \$.028 cost per call. A computer in the alarm room would show a member is at home and able to respond and when a call goes out they can indicate responding. Will look into more details and set up a demo.

F. Assistant Chief Eric Philipp (no report)

G. Treasurer Jim Passikoff (absent)

H. Attorney Gerard Comatos (absent)

I. Business Manager Frank Borquist

1. Testing of the fuel tank at HQ has been done but no report yet.
2. Will get prices for black top at Station 3 for next years budget.
3. Will look into sealing the black top at HQ/Station 3 for the fall.
4. No CO on the gas tanks yet.

X. **COMMENTS FROM THE FLOOR**

A. Assistant EMS Director Violante has one for Executive Session.

B. Master Mechanic Joe Tarquinio reported that the Tower Ladder was out of service having an in frame on the engine with a cost of about \$20,000-23,000. Should be done at the end of the week from Eagle Diesel in Kingston.

XI. **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. Bollmann to take a five minute break at 8:53 p.m. and then adjourn to Executive Session.

- Motion Carried, 4 - 0

XII. EXECUTIVE SESSION

The Board came out of Executive Session at 10:58 p.m. and returned to Open Session.

XIII. OPEN ITEMS

Discussion on Comm. Comerford's letter of resignation and would like to thank him for his time and effort as Commissioner. Wish him the best of luck in his new job.

XIV. ABSTRACT

A motion was made by Comm.Muckenhaupt and seconded by Comm. Bollmann to approve abstract 8B in the amount of \$192,489.84, consisting of 79 transactions.

- Motion Carried, 3 - 0 - 1, Comm. Duderstadt abstained.

With no further business to conduct, a motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt that we adjourned at 10:59 p.m.

- Motion Carried, 4 - 0

Respectfully Submitted,

Carol Schmitt
Acting Fire District Secretary