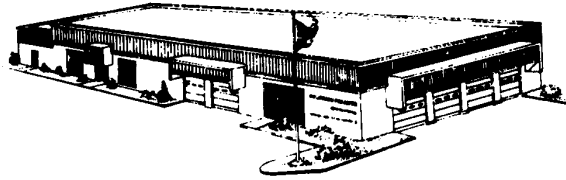


Fire or Ambulance
DIAL 911



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 October 8, 2007

ATTENDEES:

Comm. Patrick Rose, Chairman
Comm. Ann Bollmann
Comm. Kenneth Muckenhaupt
Comm. Kris Duderstadt
Comm. VACANT

Attorney: Gerard Comatos
Treasurer: James Passikoff
Business Manager: Frank Borquist
Secretary: Renee O'Neill

Chairman Rose 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. Rose requested Comm. Muckenhaupt and Comm. Bollmann to review Abstract 10A.

II. MINUTES

A. September 25, 2007 Board of Fire Commissioners' Monthly Meeting

A motion was made by Comm. Bollmann and seconded by Comm. Duderstadt 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 & VACANT

1. Need approval to spend \$750 for PenFlex to redraft the Service Award Plan Document, Trust Document, and Point System which includes all up to date information. Language hasn't been changed since 1999. Also will prepare a new condensed two page summary that the District can distribute to all new program participants that explains the program.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann that we spend \$750 for the Service Awards documents to update the language.

- Motion Carried, 4 - 0.

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

1. Reminder that the inspection is scheduled for October 25th.

2. Comm. Rose asked if the e-mail was sent out with the date of the District Dinner. Comm. Bollmann stated that yes, Secretary O'Neill did. Also, an e-mail to the companies requesting that they split the alcohol bill. Received one response so far (as noted in the agenda below) Comm. Bollmann stated that Croft reviewed the request and everything is ok.

- DC Pells stated that Attorney Comatos is looking into whether the District can pick up the alcohol bill as per the Comptrollers office. Comm. Rose stated that no, he wants it split five ways.

C. District Officers / Chief Liaison - Comm. Rose & Comm. *VACANT*

D. Sub Station - Comm. *VACANT* & 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 Frank Borquist reported that the paving at Station 3 will take place tomorrow. Half of the sealing at HQ and Station 3 to be done, pending the weather, on Saturday. Drains at Station 3 - will know more this week. Doors at Station 3 - left messages, hasn't heard back yet.

Comm. Duderstadt requested that the back door at Station 3 be a key pad lock. Has problems with people keeping the door closed. Frank will look into getting this done.

I. Capital Equipment - Comm. Muckenhaupt & Comm. *VACANT*

J. Union Negotiations & Contract - Comm. Muckenhaupt & Comm. Duderstadt

K. Career Staff Liaison - Comm. Rose & Comm. Muckenhaupt

L. Volunteer Recruitment - Comm. Duderstadt & Comm. Bollmann

1. Volunteer applicant ready for approval:

A. Elliot Muniz, FF, Station 5

A motion was made by Comm. Duderstadt and seconded by Comm. Muckenhaupt to approve Elliot Muniz for FF, Station 5.

- Motion Carried, 4 - 0.

2. One (1) Applicant for Executive Session

A. Elisa Bingham, EMS, Station 5

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

IV. **CORRESPONDENCE**

A. Thank you card received September 25, 2007 from the Rolison and Abbott families for the flowers sent in remembrance of their father.

- B. News Release received from William Steinhaus, County Executive regarding receiving an update on the 911 Emergency Operations Center Expansion. (Bids are to be released mid October and construction scheduled to start in December.)
- C. Letter dated September 24, 2007 from the Poughkeepsie Fire Department, thanking AFD for their response during the Prospect Street Oil Tank Fire on September 5, 2007.
- D. Letter dated September 10, 2007 from Volunteer Fire Police Association of Dutchess County, regarding the recent editorial in the Times Herald Record commending Deputy Chief Jeff Pells for diverting a disaster and the handling of the press.
DC Pells stated that this was for Prospect Street Oil Tank Fire, he was public information officer.
- E. Letter dated September 4, 2007 from Adams Fairacre Farms stating that they are having their annual Harvest Fest on Sunday, October 14th from 10 a.m. to 3 p.m. Requesting AFD presence, as in the past. (Requesting the fire prevention trailer and an engine)

A motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann to provide presence as requested by Adams' for their Harvest Fest on October 14th from 10:00 a.m. to 3:00 p.m.

- Motion Carried, 4 - 0.

- F. E-mail dated October 3, 2007 from Engine Co. #1 President Robert Hanaburgh, Jr., informing the Board of Fire Commissioners that the company has voted to pay 1/5 of the alcohol bill for the upcoming District Dinner.
- G. Letter dated July 17, 2007 from the Special Olympics of the Hudson Valley Region inviting AFD to participate in the 3rd Annual Fire Truck Pull on Saturday, October 13th at Freedom Park in LaGrange.
- H. Verbal approval received by the Board of Fire Commissioners on October 4th to allow use of the Red Oaks Mill firehouse, use of equipment and fire safety house for Red Oaks Mill Fire Company's Open House on Saturday, October 6, 2007.
- I. Letter received October 3, 2007 from Ms. Margaret Drew at Arlington Middle School requesting AFD participate in their Career Fair, on October 25th from 9:30 a.m. to 1:00 p.m.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to allow Captain Palcher or a representative to participate in the Career Fair at Arlington Middle School.

- Motion Carried, 4 - 0.

- J. Invitation regarding the dedication of the new NYS Fire Training Complex at the Senator Frederick L. Warner Academy of Fire Science in Montour Falls on October 23, 2007 at 11:00 a.m.

V. **PERSONNEL**

- A. E-mail dated October 3, 2007 from President Robert Hanaburgh, Jr. of Engine Co. #1 advising the Board that they have voted to drop Brian Dorn and Andonios Sariyannis from active membership of the company.

A motion was made by Comm. Duderstadt and seconded by Comm. Bollmann to drop Brian Dorn and Andonios Sariyannis from the District roles.

- Motion Carried, 4 - 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. FF Peter Davis: "NYS Dept. of State Codes: Fire Alarms", October 11, 2007 in Dutchess.
- B. "Suburban Firefighting", December 6, 2007 at Arlington HS.
1. FF Joe Tarquinio, Jr
2. FF John Dunderdale
- C. Capt. Ed Madison: "National Training Curriculum: Leadership and Influence", November 29 - 30, 2007 at SEMO Region 2 Office.
- D. Capt. Ed Madison: "Professional Development Series: Effective Communications", November 27 - 28, 2007 at SEMO Region 2 Office.
- E. Capt. Ed Madison: "Professional Development Series: Decision Making and Problem Solving", November 26, 2007 at SEMO Region 2 Office.
- F. "Apparatus Operator: EVOC", October 16 - 27, 2007 at Rombout Fire Dept.
1. FF Daniel Emery
2. FF John Dunderdale
3. FF Steve Common
- G. Assistant Chief Frank Carlon: "Principles of Building Construction: Combustible", October 18 - 23, 2007 at Dutchess 911.

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

- A. Deputy Chief Jeff Pells: "Decision Making and Problem Solving", November 26, 2007 at SEMO Region 2 Office, Poughkeepsie.
- B. Deputy Chief Jeff Pells: "Effective Communication", November 27 - 28, 2007 at SEMO Region 2 Office, Poughkeepsie.
- C. Deputy Chief Jeff Pells: "Leadership and Influence", November 29 - 30, 2007 at SEMO Region 2 Office, Poughkeepsie.
- D. Lt. Andrew Mihans: "Real Leadership in the Fire Service is NOT for Wimps", November 3, 2007 at the Rockland Training Center.

- E. FF Pete Davis: “10th Annual Trauma Conference”, November 10, 2007 at Poughkeepsie Grand.
- F. Capt. John Palcher: “Fire Marshalls & Inspectors Seminar”, October 16 - 18, 2007 at Montour Falls.

A motion was made by Comm. Bollmann and seconded by Comm. Muckenhaupt to approve school requests A - F.

- Motion Carried, 4 - 0.

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

A. Comm. Duderstadt

- 1. Two (2) contractual items for Executive Session
- 2. One (1) personnel item for Executive Session

B. Comm. Rose

- 1. One (1) contractual item for Executive Session
- 2. Leslie and himself met with Mike Hogan regarding his letter on his concerns with volunteer recruitment.

Leslie reported that they all met and everything went well. Talked about why volunteers left in the past; his concerns on redirecting people to join other companies. The drivers license issue was addressed. Talked about how people are assigned, geographically. Discussed to have EMS only people to go to Croft which will assist the other ambulance to get out. He wanted criteria of evaluation by the Board on individual candidates.

DC Pells asked how the evaluations would be used. Leslie told him that its for those who go to the Board for review and why the Board denied somebody. DC Pells stated it is a clarification of the process.

VIII. CHIEFS / ADMINISTRATIVE ITEMS

A. Chief David Roberts, Sr.

- 1. Need approval on the revised Chain of Command (Administrative and Incident) to reflect the Captains.
 - The Board tabled this until after Executive Session for further review.
- 2. Leadership training is scheduled for October 29th and 30th. Focus Groups will provide feedback on the program from 2006 - 2007. Last of training for the year, will finish out our contract with Pinnacle Achievement.

B. Deputy Chief Jeff Pells - No items

C. Assistant Chief Kevin Finnigan (absent)

D. Assistant Chief Eric Philipp (absent)

E. Assistant Chief Frank Carlon

- 1. Comm. Rose asked AC Carlon on how the Fire Police are doing and how many they have. He stated there are 18 active and they are doing ok.

F. EMS Director John Kloepfer - No items.

G. Treasurer Jim Passikoff

1. Submitted the September 30, 2007 financial report for the District.
2. Asked the Board if they read the Pension Funds article from the NYS Comptrollers office being under investigation in the Poughkeepsie Journal.

H. Attorney Gerard Comatos

1. Tax Anticipation Resolution needs approval for 2008. Will take care of the legal notice publication.

TAX ANTICIPATION NOTE RESOLUTION DATED OCTOBER 8, 2007

A RESOLUTION AUTHORIZING THE ISSUANCE OF \$2,750,000.00 TAX ANTICIPATION NOTES OF THE ARLINGTON FIRE DISTRICT, DUTCHESS COUNTY, NEW YORK.

BE IT RESOLVED, by the Board of Fire Commissioners of the Arlington Fire District, Dutchess County, New York, as follows:

Section 1: The issuance of tax anticipation notes of the Arlington Fire District in an amount not to exceed \$2,750,000.00 is hereby authorized.

Section 2: The notes herein authorized are issued in anticipation of the collection of real estate taxes and/or assessments levied on all the taxable real property in said Fire District without limitation as to rate or amount sufficient to pay the principal of and interest on such notes as the same become due and payable.

Section 3: The fiscal year for which such real estate taxes and/or assessments were levied or are to be levied is the fiscal year commencing January 1, 2008.

Section 4: The notes shall mature on the next April 15th following the date of their issuance and the maturity of said notes shall not extend beyond the close of the applicable period provided in section 24:00 of the Local Finance Law.

Section 5: The faith and credit of said Arlington Fire District, Dutchess County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such notes as the same respectively become due and payable.

Section 6: Subject to the provisions of the Local Finance Law, the
Approved - Board of Fire Commissioners Monthly Meeting Minutes - October 8, 2007

power to authorize the issuance of and to sell tax anticipation notes herein authorized is hereby delegated to the Fire District Treasurer, the chief fiscal officer of the Fire District. Such notes shall be of such manner, as may be prescribed by said Fire District Treasurer, consistent with the provisions of the Local Finance Law.

Section 7: All other matters except as provided herein relating to the notes herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein, and the manner of execution of the same, shall be determined by the Fire District Treasurer, the chief fiscal officer of the Fire District. Such notes shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, as the Fire District Treasurer shall determine consistent with the provisions of the Local Finance Law.

Section 8: The validity of such notes may be contested only if:

(1) Such obligations are authorized for an object or purpose for which said Fire District is not authorized to expend money, or

(2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of publication, or

(3) Such obligations are authorized in violation of the provisions of the Constitution.

A motion was made by Comm. Duderstadt and seconded by Comm. Muckenhaupt to approve the Tax Anticipation Note Resolution dated October 8, 2007 authorizing the issuance of \$2,750,000.00 and including what is articulated in sections 1 through 8.

- Motion Carried, 4 - 0.

The resolution was thereupon declared duly adopted

I. Business Manager Frank Borquist - No Items

IX. COMMENTS FROM THE FLOOR

A. Local 2393 President Gus Antalek

1. Uniforms - a letter will be forthcoming.
2. The Local approved to split the cost of the alcohol bill at the District Dinner. Will have a letter sent to Renee.
3. Himself and FF Bill Tompkins met with Comm. Duderstadt regarding the mentoring program that was discussed at the Roundtable meeting. There was a miscommunication and bad timing. Will review further and get it in writing.

AC Carlon stated that a mentoring program isn't really going to help those at HQ. It's a natural interaction here and its on a continuous basis. Feels its more of a responsibility of the company officers to do it with conjunction with the career staff. Gus stated its an unofficial mentoring program now and its going well. Comm. Duderstadt feels its not mentoring, but teaming.

4. Local members questioning the use of the current name tags. Too much information on it, i.e. date of birth, picture. Need to look into something different. Identity issues.
DC Pells stated that it's a guideline so we would need to change the whole thing.

B. Director of Volunteer Recruitment Leslie Carroll

1. Submitted stats that broke down how many applications were received in 2004 to 2006 and how many still remain.
2. Requesting approval to spend \$3200 from her budget to purchase give-a-ways for events. i.e. pens, key tags, note pads etc.

A motion was made by Comm. Bollmann and seconded by Comm. Duderstadt to allow Leslie to spend \$3200 out of her budget for these items to give a way at events.

- Motion Carried, 4 - 0.

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. Bollmann to take a five minute break and then adjourn to Executive Session at 8:15 p.m.

- Motion Carried, 4 - 0

XI. **EXECUTIVE SESSION**

The Board came out of Executive Session at 9:45 p.m. and returned to Open Session.

XII. **OPEN ITEMS**

A. **CHAIN OF COMMAND**

A motion was made by Comm. Duderstadt and seconded by Comm. Bollmann to approve the revised Fire District Administrative Chain of Command and Incident Chain of Command as documented.

- Motion Carried, 4 - 0.

B. NEW MEMBER

A motion was made by Comm. Bollmann and seconded by Comm. Muckenhaupt to accept Elisa Bigham as an Arlington EMS only at Station 5.

- Motion Carried, 4 - 0.

XIII. ABSTRACT

A motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann to approve abstract 10A in the amount of \$38, 403.12, consisting of 46 transactions, which includes Sean Jackson's voucher and the subtraction of \$3500 for NYS Deferred Compensation which will show on the next Abstract.

- 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