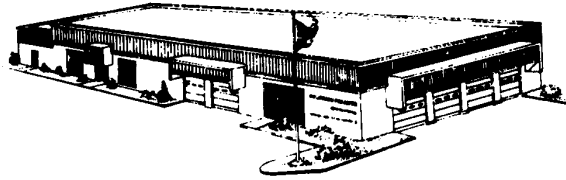


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Arlington Fire District

11 Burnett Boulevard
Poughkeepsie, New York
12603

BOARD OF FIRE COMMISSIONERS MONTHLY MEETING November 27, 2007

ATTENDEES:

Comm. Patrick Rose, Chairman (arrived at 7:45 p.m.)
Comm. Ann Bollmann
Comm. Kenneth Muckenhaupt
Comm. Kris Duderstadt - Acting Chairperson
Comm. VACANT

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

Acting Chairperson Duderstadt opened the meeting of the Arlington Fire District Board of Fire Commissioners' Monthly Meeting at 7:40 p.m., with a roll call and pledge of allegiance.

I. Comm. Duderstadt requested Comm. Bollmann and Comm. Muckenhaupt to review Abstract 11B.

II. MINUTES

A. November 12, 2007 Board of Fire Commissioners' Monthly Meeting

A motion was made by Comm. Bollmann and seconded by Comm. Muckenhaupt 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 & VACANT
- B. District Inspections - Comm. Bollmann & Comm. Duderstadt
 - 1. Made presentations of awards for the inspection at the District Dinner. Has them in her car and will get them distributed.
- 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
 - 1. Met with Vassar College; will discuss when Comm. Rose arrives.
- G. Equipment Maintenance - (Mechanic Tarquinio), Comm. Muckenhaupt & Comm. Rose
- H. Buildings and Grounds - Comm. Rose & (Business Manager Borquist)
 - 1. Business Manager Borquist stated that the locks at Station 3 are still in the works. They need to order parts.
 - 2. Bay door panel at HQ was recently hit by the ambulance backing in. Suggests looking at a new type of door eye that does a radius. Will get prices for all the stations to see if its feasible.

(Comm. Rose arrived at 7:45 p.m. and asked Comm. Duderstadt to continue running the meeting.)

- 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. ** See EMS Director's Report below
- M. Volunteer Liaison - Comm. Duderstadt & Comm. Bollmann

(Comm. Rose took over the remainder of the meeting at this time)

IV. **CORRESPONDENCE**

- A. Croft Corners Fire Company fund-raising event form received November 20, 2007 requesting to conduct a boot drop on November 23rd from 11:00 a.m. to 4:00 p.m. at the Poughkeepsie Plaza / Post Road Plaza / Hudson Plaza. *(Received verbal approval 11/20/07 by the Board of Fire Commissioners)*
- B. Letter dated November 22, 2007 from Local 2393 President Augustus Antalek to the Board of Fire Commissioners requesting use of Station 3 on December 16, 2007 from noon to 6:00 p.m. for their kids Christmas Party.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann to approve the use of Station 3 on December 16, 2007 from noon to 6:00 p.m. for their kids Christmas Party.

- Motion Carried, 4 - 0.

V. **DONATIONS**

<u>NAME</u>	<u>REASON</u>
Betty Espie	Assistance Rec'd for Brenda Lore, 32 Marple Road (#07-4070, 10/10/07, FF V. Ashline, FF R. Chase, FF C. Dougherty)
Gauri Karve	Car Seat Installation
Carla Porter Pursnani	Car Seat Installation
Jane Singley	Assistance Received (#07-1543, 04/17/07)

A motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann to turnover the donation of \$100 from Betty Espie to the five company fund and the \$200 from Jane Singley to the five company for a total of \$300.

- Motion Carried, 4 - 0.

A motion was made by Comm. Bollmann and seconded by Comm. Duderstadt to turnover the donation from Gauri Karve, \$10 and Carla Porter Pursnani, \$10 to the Car Seat Fund.

- 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. EMS Director John Kloepfer: "Changes 2007", December 7, 2007 at DCC.

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

A. "Firefighter II", starting November 19, 2007 at DCFTC.

1. FF Jason Lomoriello
2. FF Laurie Sutton
3. FF Brian Traphagen
4. FF William Dooley

B. FF Jasen West: "Code Course Update", December 18, 2007 in Dutchess.

C. FF Victoria Philipp: "Cultivating Partnerships in Juvenile Firesetting Intervention Conference", December 6, 2007 at Poughkeepsie Grand Hotel.

D. Treasurer James Passikoff: "NYS Government Finance Officers' Association Holiday Seminar", November 30, 2007 in White Plains.

A motion was made by Comm. Muckenhaupt and seconded by Comm. Duderstadt to approve school requests A - D.

- Motion Carried, 4 - 0.

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

A. Report submitted November 15, 2007, as per the Board of Fire Commissioners request, from FF Peter Davis regarding lessons learned from the "Vehicle Fire Investigation" course he attended in Lexington, Kentucky back in September.

B. Comm. Duderstadt

1. Three (3) Items for Executive Session - Two (2) Personnel, One (1) Contractual

C. Comm. Rose

1. District Dinner went well. Food was good, everyone had a great time.
2. Met with the Vice President of Vassar College, Director of Environmental Health and the Dean of Students to discuss issues. Comm. Rose requested

reimbursements through donations to the District. Thinks its doable but this will take time. Betsy suggested billing the students. Comm. Rose does not want to do billing. DC Pells stated that we can't do billing. Meeting went well. Will continue to meet with them.

- Treasurer Passikoff said that Fairview will be getting \$110K from Marist, which is part of an agreement.

VIII. **CHIEFS / ADMINISTRATIVE ITEMS**

A. Chief David Roberts, Sr.

1. One (1) Personnel Item for Executive Session.

B. Deputy Chief Jeff Pells

1. Received a letter from Congressman Hall's office regarding setting up a meeting with various fire departments in the area on needs and concerns. Will get more information on dates and times.
2. Chairman of LaGrange Fire District Ed Mulford is trying to get a hold of Comm. Rose to set up a meeting.
3. Possibility of merging with Fairview - more information to come.
- Comm. Rose had a concern on their fire district town lines, as Fairview goes into Hyde Park.
Treasurer Passikoff stated that Fairview receives two checks for the taxes, one from Hyde Park and one from Town of Poughkeepsie, would be the same for Arlington.
4. Two (2) Items for Executive Session - One (1) Personnel, One (1) Contractual.

C. Assistant Chief Kevin Finnigan

1. Discussed the "I Am Responding" program. Not being used for scheduling as wanted, using more for responding. Wants more people to sign up. Will be receiving upgrades soon. Was able to extend contract until 12/31/2008.
2. Changing of Patches - the cost of getting a 2 x 3 flag patch, removal of old patch, sew on new one - will cost \$2.50 per patch. Issue being that uniforms that have been dry cleaned, the glue from the old patch has adhered to the uniform. Wants to try it out on a few to see before the Board makes a decision. We currently have 150 - 200 uniforms.

D. Assistant Chief Eric Philipp (absent)

E. Assistant Chief Frank Carlon (absent)

F. EMS Director John Kloepfer

1. Met with Vassar College as well. Met with their EMS staff, Medical Director and Medical Advisor and discussed their roles in a college shooting and on everyday issues. Will be keeping the lines of communications open.
2. ** Volunteer Recruitment (as noted above)
 - A. New member to be voted in by the Board - Steven

A motion was made by Comm. Muckenhaupt and seconded by Comm. Bollmann to accept membership for Steven Rivieccio, Engine. Co. #1, FF / EMS.

- Motion Carried, 4 - 0

3. Received a \$2500 donation specifically to purchase Defibrillators from Ms. Frances Lombardino. \$2000 of that donation has already been set aside for the defibrillator that he is in the process of purchasing. The other \$500 is in escrow.

The Board of Fire Commissioners wants John to invite her to a Board meeting.

G. Treasurer Jim Passikoff

1. Submitted the October 31, 2007 report for the District - suggests we make the pension payment by December 15th to avoid \$12,500 in interest if we wait until February 1st to pay it.
 - The Board agreed to pay it by December 15th .

H. Attorney Gerard Comatos (absent)

I. Business Manager Frank Borquist

1. Asked the Board how many of them use the "Fire District Officers Guide", due to updated supplements being issued, at \$90 per supplement.
2. VFIS came to AFD to conduct a survey and made some recommendations:
 - A. Physicals - initial base line physical and date of completion. Suggests, by age, periodic physicals.
 - The Board stated that we already do initial physicals, but will be implementing periodic physicals next year.
 - B. Response in privately owned vehicles procedure - information was given to Captain Andersen.
 - C. Securing hose storage in the hose beds
 - The Board doesn't see this as a major issue. Haven't had any issues with the hose coming off the trucks in the past, but will look into it.

IX. **COMMENTS FROM THE FLOOR**

A. Assistant EMS Director David Violante

1. Junior Resuscitation Mannequin that was purchased, the use is going very well. Assisting with skills. We are sharing EMS training with Fairview, LaGrange, City of Poughkeepsie.
2. One (1) Contractual Item for Executive Session

B. Woman in the audience - (did not identify herself)

1. Asked if the budget that is noted on our website has been passed yet and

wanted to know where the “income” line comes from and if it comes from donations.

- The Board stated yes, the budget has been approved. Treasurer Passikoff stated that the “income” comes from Interest Income and Payment in Lieu of Taxes.

2. Wanted to know who the candidates were for this years Commissioners election and what station is the vacancy from?

-The Board stated that there is no station and that the vacancy is to fill the term of the Commissioner who resigned. Secretary O’Neill told her we have three candidates for the five year term and one for the one year term; each name along with a blank spot for a write in is on the ballot. Secretary O’Neill gave her the names of the candidates when the meeting was over.

C. Vice President Bill Tompkins, Local 2393

1. Clarice Murphy, representative for Toys for Tots requesting use of Station 3 to distribute the toys to agencies on December 17th.

Comm. Duderstadt said to check with Clark Laird, who maintains the calendar.

A motion was made by Comm. Bollmann and seconded by Comm. Muckenhaupt that with the proper approval from Station 3 and getting a hold of Clark that we recommend that we allow the Toys for Tots to be delivered and then ultimately picked up by the agencies.

- Motion Carried, 4 - 0

Chief Roberts contacted Clark when the motion was being made and 12/17 is not good. Being used by the college for a class. DC Pells suggested to contact Dave Walsh to see if the class can be moved to HQ.

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

A. Comm. Duderstadt - discussions are in the works for a Strategic Plan for the District. Anticipates it taking a year to work on, may consult with a facilitator for assistance.

B. Comm. Muckenhaupt - saw FF John Cox in the hospital and is doing well. John thanked the Board for allowing him to go to Japan for the conference. Will report back to the Board when he is feeling better.

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 8:40 p.m. and then adjourn to Executive Session.

- Motion Carried, 4 - 0.

XI. **EXECUTIVE SESSION**

The Board came out of Executive Session at 12:36 a.m. and returned to Open Session. Comm. Muckenhaupt left during Executive Session.

XII. OPEN ITEMS

DC Pells requested use of HQ for a Town of Poughkeepsie softball meeting in December. Will get the date and poll the Board for permission to use HQ.

XIII. ABSTRACT

A motion was made by Comm. Bollmann and seconded by Comm. Rose to approve abstract 11B in the amount of \$178,496.33, consisting of 71 transactions.

- Motion Carried, 3 - 0 - 1 (Comm. Duderstadt abstained from the approval of the TBD Business Services check, but approved the rest of the abstract; Will need to contact Comm. Muckenhaupt for approval on the TBD Business Services check (verbal approval received 11/29/07))

With no further business to conduct, a motion was made by Comm. Duderstadt and seconded by Comm. Rose that we adjourn 12:39 a.m.

- Motion Carried, 3 - 0

Respectfully Submitted,

Renee O'Neill
Fire District Secretary