



Arlington Fire District

11 Burnett Boulevard
Poughkeepsie, NY 12603
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For Emergencies
DIAL 911

“Safeguarding Our Community”

BOARD OF FIRE COMMISSIONERS MEETING AGENDA November 21, 2017

ATTENDEES:

Comm. James Beretta - Chairman
Comm. José Seco – (absent)
Comm. Jon Adams
Comm. Blake Williams
Comm. (*Vacant*)

Chief: Tory Gallante
District Secretary: Renee O’Neill – (absent)
Acting District Secretary: Denise Holzberger
Treasurer: James Passikoff

I. MEETING CALLED TO ORDER

II. ROLL CALL

III. PLEASE SILENCE YOUR CELL PHONES

IV. PLEDGE OF ALLEGIANCE

V. PUBLIC COMMENT PERIOD – The Board insists on decorum and common courtesy

The public may comment on any matter that is within the jurisdiction of the Board of Fire Commissioners. Each speaker may speak up to three (3) minutes and no time may be transferred to another party. Please do not expect the Board to answer any questions or make comments during this time. If the Board chooses to answer questions, they will do so during the “Comments from the Board” section of the meeting.

VI. COMMENTS FROM THE BOARD

VII. **ABSTRACT #17-11B**

- A. Reviewed by Comm. Beretta & Comm. Seco
- B. Approval of Abstract

Motion to approve Abstract 17-11B, for a grand total of \$ _____, totaling _____ checks. This consists of \$ _____ in paid bills with a total of _____ checks and \$ _____ in unpaid bills with a total of _____ checks.

VIII. **MINUTES TO BE APPROVED**

- A. November 6, 2017 Board of Fire Commissioners Meeting

IX. **MONTHLY COMMITTEE REPORTS**

- A. Service Awards – Comm. Seco & *Vacant*
 - 1. Received from RBC Wealth Management – Investment Access Account Statement with Portfolio Focus: October 2017
- B. District Inspections – Comm. Williams & Comm. Adams
- C. District Officers / Chief Liaison – Comm. Adams & Comm. Beretta
- D. EMS & Paramedic Liaison – Comm. Williams & Comm. Seco
- E. Public Relations – Comm. Adams & Comm. Beretta
- F. Equipment Maintenance – Comm. Adams & Comm. Seco
- G. Buildings and Grounds – Comm. Seco & *Vacant*
- H. Capital Equipment – Comm. Adams & *Vacant*
- I. Union Negotiations & Contract – *Vacant* & Comm. Beretta
- J. Career Staff Liaison – Comm. Beretta & *Vacant*
- K. Volunteer Recruitment – Comm. Williams & Comm. Seco
- L. Volunteer Liaison – Comm. Williams & Comm. Seco
- M. District Safety & Health – Comm. Adams & Comm. Williams
- N. Strategic Plan – Comm. Beretta & Comm. Adams
- O. Finance Committee – Comm. Beretta & *Vacant*
- P. IT Operations Committee – Comm. Beretta & Comm. Williams
- Q. Croft & Rochdale Lease – *Vacant* & Comm. Seco

X. **CORRESPONDENCE** – *None unless otherwise noted*

- A. E-mail dated November 5, 2017 from Vicki Philipp regarding questions for the Board.
- B. Audit Announcement received from the Office Of The State Comptroller, dated November 15, 2017.

XI. **ACTIONS TO BE TAKEN BY THE BOARD** – *None unless otherwise noted*

- A. E-mail dated November 8, 2017 from Goldy Safirstein of Croft Corners Fire Company resigning as a member effective immediately. (*Needs to be dropped from the District roles*)
- B. Letter dated October 1, 2017 from Annie Cox of Croft Corners Fire Company changing her status from Active to Active Associate. (*Needs to be dropped from the District roles*)

- C. E-mail dated November 13, 2017 from Steve Graff regarding use of ROM and the apparatus bay on December 9, 2017 from 10 a.m. to 1 p.m. for their Annual Santa Visit for Children. Donations will be accepted via boot drop. Ken Muckenhaupt will be the Officer in Charge.
- D. E-mail dated November 15, 2017 from Joseph Tarquinio of Local 2393 requesting use of the meeting room at Red Oaks Mill on December 10th from 10:00 a.m. to 3:00 p.m. for their Annual Kids Christmas Party.

XII. **DONATIONS** – *None unless otherwise noted*

XIII. **SCHOOL REQUESTS**

No school requests were submitted for consideration.

XIV. **COMMISSIONERS ITEMS**

- A. **Commissioner Election Process** – (Commissioner Election: December 12, 2017) – *no report unless otherwise noted*
 - 1. Location assignment letter and Election Inspector Guidelines sent October 17th to newly appointed Election Inspector Edwin Klebaur.
- B. Comm. Beretta
 - 1. Appropriation of Unassigned Fund Balance

Motion

NOW, THEREFORE BE IT RESOLVED, that based on the recommendations of the Finance Committee for the Arlington Fire District (“District”), the District Board of Fire Commissioners does hereby authorize the transfer in the amount of \$300,000 from the District’s current unassigned fund balance to the District’s Employee Benefit Accrued Liability Reserve Fund, a fund authorized and established pursuant to General Municipal Law.

Motion

NOW, THEREFORE BE IT RESOLVED, that based on the recommendations of the Finance Committee for the Arlington Fire District (“District”), the District Board of Fire Commissioners does hereby authorize the transfer in the amount of \$533,243 from the District’s current unassigned fund balance to the District’s Equipment Capitol Reserve Fund, a fund authorized and established pursuant to General Municipal Law.

- 2. Audit Status - Outstanding Items
- 3. Resolution – Renewal Transportation for Ambulance Services

**RESOLUTION
AUTHORIZING THE RENEWAL OF THE CONTRACT FOR
EMERGENCY AMBULANCE TRANSPORTATION SERVICES**

WHEREAS, the Arlington Fire District (“District”) after reviewing proposals from qualified ambulance service firms to provide emergency ambulance and transportation services at the Basic Life

Support (“BLS”) and Advanced Life Support Care (“ALS”) level as outlined in the District’s Request for Proposals, awarded the contract to Mobile Life Support Services, Inc. (“MLSS”) to provide emergency ambulance and transportation services at the BLS and ALS level for the period of January 1, 2017 to January 1, 2018; and

WHEREAS, the Fire Chief and Director of EMS (“District Committee”) have reported that MLSS has provided a two-tiered response for emergency services to District residents in full compliance with its current contractual obligations with the District; and

WHEREAS, based on MLSS’s excellent services to the District, both the Fire Chief and District Committee recommend that the Board renew the Contract with MLSS; and

WHEREAS, the provision of emergency ambulance and transportation services at the BLS and /or ALS level qualifies as a Type II action set forth in 6 NYCRR 617.5,(c)(20) of the State Environmental Quality Review Act (“SEQRA”).

NOW THEREFORE BE IT RESOLVED, that based on the recommendations of the District Committee and the services of MLSS, the District Board of Fire Commissioners does hereby approve the renewal of the contract with MLSS to provide emergency ambulance and transportation services at the BLS and/or ALS level under the same terms and conditions for a 12 month period from January 1, 2018 to January 1, 2019; and

BE IT FURTHER RESOLVED, that the Chairman of the Board or the Fire Chief is authorized to execute the renewal of the contract between the District and MLSS for emergency ambulance and transportation services at the BLS and/or ALS level, subject to attorney review.

4. Amended Vehicle Use Policy for consideration
5. Stipulation of Agreement – Municipal Training Officer Vehicle

Stipulation of Agreement

It is hereby agreed by and between the Arlington Fire District (hereinafter “District”) and the Arlington Professional Firefighters Association, IAFF Local 2393 (hereinafter “Association”), as follows:

1. The Municipal Training Officer shall receive an annual automotive reimbursement in the amount of \$1,900 (which shall be pro-rated in the event of a partial year), or alternatively, be provided with a District vehicle. If he/she is provided with a vehicle, then he/she shall comply with the District’s Vehicle Use Policy. Reimbursement shall be made in two (2) equal payments, in June and December.
2. The Lieutenant/Municipal Fire Instructor shall be provided with a District vehicle, provided that a District vehicle is not being provided to the Captain/Municipal Training Officer. While being provided with a District vehicle, the Lieutenant/Municipal Fire Instructor shall comply with the District’s Vehicle Use Policy. In the event that the Lieutenant/Municipal Fire Instructor does not meet the requirements of the District’s Vehicle Use Policy to be provided with a vehicle, he/she shall neither be provided with a vehicle nor be eligible for a stipend.
3. Prior to the expiration of this Agreement on December 31, 2021, the parties shall meet to discuss what happens for the 2022 year and beyond. If no Agreement is reached: (a) the District’s Vehicle

Use Policy shall be controlling; and (b) each party shall retain the right to assert its position relative to the entitlement, if any, that the Captain/Municipal Training Officer has to a District vehicle. Notwithstanding, the parties agree that the Agreement reached herein shall not be used by either party as evidence of practice. This, however, does not prevent either party from introducing evidence relative to the practice that existed prior to entering into this agreement.

4. This Agreement is subject to Board approval and Local 2393 approval.

XV. **DISTRICT STAFF ITEMS**

A. Chief - Tory Gallante

1. Prepayment Due December 15, 2017 of the NYS Retirement System ERS and PFRS 2018 Annual Invoices:

ERS: \$50,057.00

PFRS: \$1,948,013.00

Total: \$1,998,070.00

If not, payment is due by Feb 1, 2018 and will be an additional \$16,970.00.

2. Discussion on Turn Out gear purchase
3. Discussion on Hose, nozzles, and associated equipment purchase

B. 1st Assistant Chief John Richardson

C. Director of EMS David Violante

D. Treasurer James Passikoff

1. If received, acknowledgment of the Treasurer's monthly Financial Report for the District.

XVI. **ITEMS FOR EXECUTIVE SESSION**

XVII. **EXECUTIVE SESSION**

XVIII. **RETURN TO OPEN SESSION**

- A. Open Items for Approval and/or Discussion

XIX. **ADJOURN MEETING**