



Arlington Fire District

11 Burnett Boulevard
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For Emergencies
DIAL 911

“Safeguarding Our Community”

BOARD OF FIRE COMMISSIONERS MEETING MINUTES July 2, 2018

ATTENDEES:

Comm. Ralph Chiumento – Chairman
Comm. José Seco
Comm. Jon Adams
Comm. Blake Williams – (arrived at 7:01 p.m.)
Comm. Peter Valdez

Chief: Tory Gallante
1st Assistant Chief: John Richardson – (absent)
Director of EMS: David Violante
District Secretary: Renee O’Neill
Treasurer: James Passikoff

Chairman Chiumento opened the Arlington Fire District Board of Fire Commissioners’ meeting at 7:00 p.m., took a roll call of the attendees and reminded everyone to silence their cell phones. Everyone stood and recited the pledge of allegiance.

Comm. Williams arrived at 7:01 p.m.

I. **PUBLIC COMMENT PERIOD** - *No action(s) taken by the Board, unless otherwise noted*

II. **COMMENTS FROM THE BOARD** - *No action(s) taken by the Board, unless otherwise noted*

III. **ABSTRACT**

A motion was made by Comm. Adams to approve Abstract 18-7A for a grand total of \$61,599.64, totaling 43 checks. This consists of \$2,643.21 in paid bills with a total of 2 checks and \$58,956.43 in unpaid bills with a total of 41 checks. Seconded by Comm. Valdez.

- Motion Carried, 5 – 0

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. June 18, 2018 Board of Fire Commissioners' Meeting

1. Amend the following motion on page 5 to include rank of "Fire Lieutenant" after "Contingent Permanent".

"As a result of Executive Session, a motion was made by Comm. Williams to promote FF Rich Muellerleile to Contingent Permanent at a date to be determined by the Chief. Seconded by Comm. Seco."

- *Motion Carried, 4 – 0"*

A motion was made by Comm. Chiumento to approve the minutes with adding Fire Lieutenant to that motion. Seconded by Comm. Williams.

- Motion Carried, 4 – 0 – 1 (Comm. Valdez abstained)

V. **MONTHLY COMMITTEE REPORTS** - *No reports given unless otherwise noted.*

A. Service Awards – Comm. Williams & Comm. Valdez

1. Received the "2017 Annual LOSAP Report" from PenFlex.
2. Authorize RBC Wealth Management to remit a check payable to PenFlex for a one time payment of \$6,911 for the standard year end Service Award Program fees from the Service Award Trust Fund.

A motion was made by Comm. Williams to authorize payment for the PenFlex services. Seconded by Comm. Valdez.

- Motion Carried, 5 – 0

3. Volunteer members 2017 Service Award statements have been received and mailed to each individual.
4. Authorize payment for the 2018 LOSAP Contribution in the amount of \$95,986.00 to RBC Wealth Management.

A motion was made by Comm. Chiumento to send \$95,986.00 to RBC for our 2018 year contribution. Seconded by Comm. Adams.

Lengthy discussion.

- Motion Carried, 3 – 2 (Comm. Valdez and Comm. Seco voted no)

- B. District Inspections – Comm. Williams & Comm. Adams
- C. District Officers / Chief Liaison – Comm. Chiumento & Comm. Adams
- D. EMS & Paramedic Liaison – Comm. Williams & Comm. Valdez
- E. Public Relations – Comm. Williams & Comm. Chiumento

- F. Equipment Maintenance – Comm. Williams & Comm. Seco
- G. Buildings and Grounds – Comm. Valdez & Comm. Seco
 - 1. Comm. Seco reported that the parking lots at HQ and ROM were looked at and once a proposal is put together, it will be brought to the Board.
- H. Capital Equipment – Comm. Williams & Comm. Chiumento
- I. Union Negotiations & Contract – Comm. Chiumento & Comm. Valdez
- J. Career Staff Liaison – Comm. Chiumento & Comm. Adams
- K. Volunteer Recruitment – Comm. Williams & Comm. Seco
- L. Volunteer Liaison – Comm. Williams & Comm. Seco
- M. District Safety & Health – Comm. Williams & Comm. Adams
- N. Strategic Plan – Comm. Adams & Comm. Seco
- O. Finance Committee – Comm. Chiumento & Comm. Williams
- P. IT Operations Committee – Comm. Williams & Comm. Adams
- Q. Croft Lease – Comm. Adams & Comm. Valdez
 - 1. Comm. Valdez reported that President Matrigrano of Croft Corners Fire Company asked for a three (3) month extension on the lease.

A motion was made by Comm. Valdez for a three (3) month extension on the lease. Seconded by Comm. Adams.

Discussion.

- Motion Carried, 4 – 1 (Comm. Seco voted no)

- R. Rochdale Lease – Comm. Valdez & Comm. Chiumento

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

- A. Received “*Fire District Affairs: June 2018 – July 2018*”
- B. E-mail dated June 20, 2018 from Jim Beretta to the Board of Fire Commissioners regarding vouchers and the Statement of Work for the Volunteer Recruitment Coordinator.

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

- A. E-mail dated June 27, 2018 from 1st Assistant Chief John Richardson regarding a parade request for the DC Volunteer Firefighters Association Parade on July 14th in Millbrook at approximately 4:00 p.m. using 32-45 or 32-17. Officer in Charge to be determined.

A motion was made by Comm. Williams to approve 32-45 or 32-17 to go to the parade July 14th in Millbrook, contingent on them having an Officer in Charge and following all the rules. Seconded by Comm. Chiumento.

Discussion.

- Motion Carried, 5 – 0

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

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

X. **DISTRICT STAFF ITEMS**

A. Chief - Tory Gallante

1. E-mailed the Board the status of the AC at HQ; got prices required through our purchasing agreement and AC will be delivered to HQ on Friday.
2. Feasibility Study with the Town of Poughkeepsie – Town solicited for proposals and they were reviewed by the Town. Presentation from one of the firms they are looking at is scheduled for July 11th at the Town Committee of the Whole meeting.
3. E-mailed the Finance Committee regarding proposed dates to begin working on the 2019 budget and to review the 2018 finances.
4. Incident in the City of Poughkeepsie – Building collapse. AFD went mutual aid along with other agencies. Commended our crews and other agencies for the tremendous job they did with a positive outcome. Because of the grant, we had the supplies needed and the training paid off; thanked the Board for their support.
5. Incident in Tivoli – AFD was sent mutual aid for a technical rescue situation. Great job to everyone involved and had a positive outcome.
6. Update on HQ & ROM parking lots – met with Jolanda Jansen and Comm. Seco. As Comm. Seco reported, two proposals (HQ & ROM) will be submitted with two alternatives.
7. Thanked Director of EMS Violante and those that worked on the ALSFR application. A lot of hard work, time and energy.

B. 1st Assistant Chief John Richardson – (absent)

C. Director of EMS David Violante

1. ALSFR application (to go from temporary certificate to permanent) is ready and will be submitted to the Region tomorrow then it will follow the process as discussed.

The Board is ok with the application.

2. With putting together the ALSFR application and the building collapse in City of Poughkeepsie – paramedics cross trained into specialty teams and this is a tremendous benefit to the District. Commended the Paramedic Program which we give a high level of care.
3. Mid Hudson Regional Hospital Trauma Program recognized FF/Paramedic Erin Hanlon, FF/Paramedic Justin Drum and FF/Paramedic Justin Carlon on June 28th with a special medallion coin for going above and beyond at the building collapse in the City of Poughkeepsie.
4. Active Shooter events – working on getting more prepared.
5. AFD may not have ambulances anymore, but recognized and thanked everyone for the increased level of prehospital care being provided.

D. Treasurer James Passikoff

1. Comm. Chiumento acknowledged receipt of the Treasurer's May 31, 2018 Financial Report for the District.
2. Reminded the Commissioners to review bank statements for internal control.
3. M & T Bank issuing their own credit cards. Wants approval to switch over from a third party payment credit card to M & T to help avoid interest/finance charges. Same personnel and same credit lines, for a total of \$35K.

Treasurer Jim Passikoff - \$10K

Chief Tory Gallante - \$9K

Account Clerk Adam Packer - \$9K

Master Mechanic Tom Burke, Jr. - \$7K

A motion was made by Comm. Williams to approve, (switching credit cards over to M & T Bank with the same credit limits and same people). Seconded by Comm. Valdez.

- Motion Carried, 4 – 0 – 1 (Comm. Chiumento abstained)

4. Chief Gallante requested that the Board let him know if they receive a survey from the NYS Comptrollers Office regarding the recent audit.

XI. **SCHOOL REQUESTS**

The following member(s) have been approved by Chief Gallante to attend the course(s) listed below. The training requested is either located in county or is a course to maintain certification and therefore is for Commissioners notification purposes only:

None submitted.

The following school requests require consideration by the Board of Fire Commissioners:

- A. Justin Carlon: “Fire Origin Patterns on Gypsum Board in Post-Flashover Fire Scenes”, July 25, 2018 at Orange County 911 Center. (No costs, required to maintain certification, not requesting use of District vehicle, 10 hours District time)

A motion was made by Comm. to approve Justin Carlon’s request to maintain his certification. Seconded by Comm. Valdez.

- Motion Carried, 5 – 0

- B. Chris Quinby: “Rope Rescue – Operations”, August 27 – 30, 2018 in Oriskany, NY. (No costs, meals per diem rate, not required to maintain certification, requesting use of District vehicle, 26 hours District time, 25 hours own time) – *Deferred to the Board by Chief Gallante*

A motion was made by Comm. Williams to deny at this time due to budget reasons. Seconded by Comm. Seco.

Discussion.

- Motion Carried, 3 – 2 (Comm. Valdez and Comm. Chiumento voted no)

- C. Chris Quinby: “Emergency Boat Operations and Rescue”, October 15 – 17, 2018 in Oriskany, NY. (No costs, lunch provided, not required to maintain certification, requesting use of District vehicle, 24 hours District time, 19 hours own time) – *Deferred to the Board by Chief Gallante*

A motion was made by Comm. Seco to deny Chris Quinby for “Emergency Boat Operations and Rescue”, October 15 – 17, 2018 for the same reasons as previous. Seconded by Comm. Adams.

Discussion.

- Motion Carried, 3 – 2 (Comm. Valdez and Comm. Chiumento voted no)

XII. **ITEMS FOR EXECUTIVE SESSION**

- A. Chief Gallante
1. Employment history of a two (2) individuals
- B. Comm. Chiumento
1. Employment history of four (4) individuals

With no further open business to discuss, a motion was made by Comm. Chiumento to adjourn to Executive Session at 8:02 p.m. Seconded by Comm. Seco.

- Motion Carried, 5 – 0

XIII. EXECUTIVE SESSION

The Board came out of Executive Session at 8:32 p.m. and returned to Open Session.

XIV. OPEN ITEMS

As a result of Executive Session, a motion was made by Comm. Williams to change Lt. Dunderdale's status from contingent permanent to permanent Lieutenant at a date to be determined by the Chief. Seconded by Comm. Seco.

- Motion Carried, 5 – 0

As a result of Executive Session, Chairman Chiumento reported that the Board agrees to stop the clock on matters related to benefit time and work out the issues with the Union.

With no further business to conduct, a motion was made by Comm. Chiumento to adjourn the meeting. Seconded by Comm. Seco.

- Motion Carried, 5 – 0

No time given as to when the meeting adjourned.

Respectfully Submitted,

Renee O'Neill
District Secretary



BOARD OF FIRE COMMISSIONERS MEETING PUBLIC ATTENDANCE SHEET

NOTE: This sheet will be attached to the Board of Fire Commissioners meeting minutes as part of the official record. If you agree to have your name as part of the official record and published on our website, please legibly print your name below. Thank you.

DATE OF MEETING: 7/2/18

Tony Ferrari	