



# **HARTSDALE FIRE DISTRICT**

## **BOARD OF FIRE COMMISSIONERS**



### **REGULAR MEETING MINUTES**

**June 9, 2026**

The Regular Meeting of the Board of Fire Commissioners of the Hartsdale Fire District was held at Fire Station 2, 300 West Hartsdale Avenue, Hartsdale, New York, on Tuesday, June 9, 2026.

|                         |               |                                   |
|-------------------------|---------------|-----------------------------------|
| <b>Members present:</b> | Chairperson   | Vallarelli                        |
|                         | Commissioners | Iamonico, Maguire, Muldoon, Nanko |
|                         | Chief         | Maseda                            |
|                         | Secretary     | Kane                              |
|                         | Treasurer     | Barahona                          |

**Members absent:** None

#### **1. CALL TO ORDER**

- Chairman Vallarelli called the meeting to order at 7:38 p.m.

#### **2. EXECUTIVE SESSION**

- A motion was made by Commissioner Iamonico, seconded by Commissioner Maguire, to open Executive Session to discuss matters relating to the employment of a particular person(s). All in favor. Motion carried.
- The Executive Session opened at 7:38 p.m.
- A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to close Executive Session. All in favor. Motion carried.
- Executive Session closed at 8:17 p.m.

#### **3. PLEDGE OF ALLEGIANCE**

- Commissioner Nanko led the Pledge of Allegiance.

#### **4. APPROVAL OF PREVIOUS MEETING MINUTES**

- **Motion:** A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to approve the minutes of the Regular Meeting on May 12, 2026, as submitted by the Secretary. All in favor. The motion carried.

#### **5. BILLS RENDERED**

- **Motion:** A motion was made by Commissioner Nanko, seconded by Commissioner Iamonico, to accept and authorize payment of the bills reviewed by the Board from May 12 – June 9, 2026, 2026, in the total amount of \$316,552.91 All in favor. The motion carried.

#### **6. TREASURER'S REPORT**

- **Cash Balances**
  - Treasurer Barahona presented the current cash balances as of May 31, 2026.
    - Operating Fund: \$1,419,822.91
    - General Fund: nearly \$15,261,650.30
    - Treasurer Barahona advised that, in addition to normal monthly financial activity, the District made payment toward the purchase of the new fire engine.
- **Fire Engine Interest Charges**
  - Treasurer Barahona explained that the bills abstract included interest charges associated with the apparatus purchase. The amount listed of \$5,950 was calculated on the full purchase amount after the payment period expired and represents the maximum anticipated interest expense, as the District believes the vendor calculated more accrued days than warranted and needs clarification on whether interest was calculated based upon business days or calendar days.
- **Investment Discussion**
  - Treasurer Barahona reported continued research into investment opportunities for District funds. Discussion included comparison of CD rates from TD Bank and Orange Bank, but it was shared that Orange Bank would not provide rates without opening an account. Alternative investment options are being explored.
- **Audit Update**
  - Treasurer Barahona reported plans to contact the District auditors during the week regarding the status of the 2025 audit and anticipated completion timeline.
- **Motion:** A motion was made by Commissioner Iamónico, seconded by Commissioner Maguire, to accept the Treasurer's Report for the period ending May 31, 2026. All in favor. The motion carried.

## **7. CHIEF'S REPORT**

- **Incidents**
  - Chief Maseda reported that fire incidents decreased compared to April, noting that this is a normal pattern after the change in seasons. Crews utilized the reduction in call volume to prepare for the Department's semi-annual training days and to complete annual maintenance on apparatus, equipment and District facilities.
  - A total of 170 incidents were reported during the month of May.
- **Training**
  - The District's primary training focus for the month centered on stress-testing mayday procedures under live smoke conditions, along with peak-roof saw operations and ventilation techniques.
  - Personnel attended a full-day training session at the Harrison Town Fire Training Center, where crews practice these specialized skills under realistic conditions. Chief Maseda commended the officers and firefighters for their dedication and professionalism during the physically demanding evolutions.
  - The Chief also expressed appreciation to the officers of the West Harrison Fire Department and Assistant Chief Mike Pellegrino for facilitating the District's use of the training facility.
- **Fleet & Equipment**
  - The Chief provided an update on the new fire engine, advising that a portion of the dealer's work has been completed. Remaining work involves fabrication and installation of specialized tool mounting equipment. The dealer estimates an additional four to six weeks before the apparatus is ready for delivery.

- Commissioners questioned the extended timeline, noting that the apparatus had already returned from the manufacturer several weeks earlier. Discussion focused on the relationship between the delivery delays and interest charges incurred on the apparatus purchase. The Chief explained that the remaining delay is attributable to dealer-installed equipment requiring fabrication by an outside vendor. The Treasurer further clarified that interest accrued because payment to the manufacturer could not legally be released until the permissive referendum period had expired, and negotiations are underway regarding the calculation of the interest charges.
  - A successful bid of \$7,100 was received for the sale of the 2007 fire engine, and the District is awaiting pickup by the successful bidder.
  - A resolution was scheduled before the Town Board on June 10 to accept the 2008 pickup truck as a trade-in toward the upfitting of the District's new pickup truck.
  - Fire alarm boxes throughout the District have been fitted with out-of-service signage by the Alarm Superintendents, and removal of obsolete boxes is being scheduled.
- **Administration**
  - A meeting with a New York State Department of Labor Consultant is scheduled for June 29 as part of the District's ongoing compliance efforts.
  - Internal review and development of OSHA-related policies continues.
  - Primary work on the District's new Purchasing Policy has been completed and was submitted to the Board for consideration.
  - The next administrative priorities include selecting a municipal bid website company and finalizing the required purchasing forms. The Chief noted that these municipal bidding websites are generally provided at no cost to municipalities, with vendor fees paid by companies submitting bids.
- **Motion:** A motion was made by Commissioner Iamónico, seconded by Commissioner Muldoon, to accept the Chief's Report for May 2026. All in favor. The motion carried.

## 8. COMMITTEE REPORTS

- No committee reports were presented.

## 9. OLD BUSINESS

- **District Treasurer Position**
  - The Board revisited prior discussions regarding changing the Treasurer position from part-time to full-time. The Commissioners noted the increased workload clearly demonstrates the need for a full-time position and that sufficient funds exist within the current budget to support the change.
  - Discussion by the Board also established the effective date in coordination with payroll scheduling.
  - **Motion:** A motion was made by Commissioner Muldoon, seconded by Commissioner Nanko, to change the job status of the District Treasurer from part-time to full-time at the hourly rate of 58.8461, effective June 11, 2026. All in favor. Motion carried.
- **Update to Intermunicipal Agreement with the Town of Greenburgh**
  - Chief Maseda reported that discussions with the Town have progressed, as mentioned in his chief's report.
  - The proposed agreement was scheduled for consideration by the Town Board at its next meeting.
  - Chief Maseda shared that a formal Intermunicipal Agreement may not be necessary and that the arrangement may instead proceed through a letter agreement, consistent with prior practice.

- **HFD/GFD Boundary Update**
  - The Board reported receiving communication from Greenville Fire District regarding the unified district map. Greenville advised that the boundary map has been referred to legal counsel as the boundary lines do not match. The Board will follow-up further after Greenville's next meeting.
- **District Website Postings**
  - The Chief reported that assigning personnel to do website postings has not yet been worked on yet but will be addressed.
- **Long-term Financial Projections**
  - The Board reported that significant progress has been made on long-term financial planning, but that additional reconciliation of financial assumptions is necessary before public release.
  - The Board expects to present projections during the July Board meeting.
  - The projections will support future capital planning and collective bargaining decisions.
- **Committee Responsibilities and Goals**
  - The Board acknowledged that committee responsibilities and goals were never adopted. Secretary Kane was directed to include at the next meeting:
    - Current committee assignments
    - Responsible Commissioners
    - Committee Goals
- **Policies**
  - The following policies were brought up for discussion and possible adoption:
    - Policy No. 2026-011-PP – Procurement Policy
    - Policy No. 2026-010-PCBA – Collective Bargaining Agreement Policy
    - Policy No. 2026-004-PGAH – Grievance Process Policy
  - A motion was made by Commissioner Maguire to adopt the Procurement Policy. Following Board discussion, the Board determined that all three policies should first be reviewed by counsel and labor representatives. The original motion was withdrawn, and Commissioner Maguire revised his motion. Commissioner Maguire made a motion to adopt the Procurement Policy subject to legal and labor review within the next 10 calendar days. The Procurement Policy, Collective Bargaining Agreement Policy, and Grievance Process Policy were tabled for future consideration at the July Board meeting.
  - The Board also identified the next policy priorities:
    - Policy No. 2026-003-PBFC – Board of Fire Commissioners Policy
    - Policy No. 2026-005-PCOD – District Code of Ethics Policy
  - The Board agreed that future draft policies will first be reviewed by the Board, then shared with labor and legal counsel as appropriate, before being brought back for formal adoption at a subsequent meeting.

## **10. CORRESPONDENCE**

- Secretary Kane submitted the monthly correspondence packet to the Board for review.

Notable incoming items included:

- Routine FOIL requests
- NYSIF policy renewal information
- Workers' Compensation pharmacy benefit notices
- Deferred Compensation information

- Workers' Compensation Safety Group renewal
- Property assessment notices from the Town Assessor for District facilities
- Request from Fiscal Advisors & Marketing, Inc. for submission of the 2025 Annual Financial Report
- NYSIF Workers' Compensation pharmacy benefit notice which was then:
  - Posted on the employee bulletin board
  - Distributed electronically to District personnel

Notable outgoing items included:

- Retirement System correspondence
- Workers' Compensation documentation
- Legal notice to The Journal News regarding the regular meeting
- Human Resources paperwork updating the status of the District Treasurer and Secretary to permanent

## **11. NEW BUSINESS**

- **Surplus Property**
  - Chief Maseda recommended declaring approximately 20 lengths of 2.5 inch fire hose as surplus.
  - Discussion included:
    - The hose is no longer required in current operational inventory
    - Annual testing of unused hose creases unnecessary expense
    - Sale proceeds would be used toward future operational needs
    - Disposal will occur through public auction
  - **Motion:** Commissioner Iamonico, seconded by Commissioner Nanko, made a motion to declare twenty (20) lengths of 2.5-inch fire hose as surplus property, as they are no longer needed for Fire District operations, and to authorize their disposal through public auction. All in favor. Motion carried.

## **12. PUBLIC COMMENT**

- Freddy Victoria, a resident of the District, inquired about the status of the Repair Reserve Fund established at the previous meeting, asking whether the fund had been established and funded. The Chief confirmed that the reserve had been created and funded with \$100,000. Discussion followed regarding the purpose of the reserve, with the Board explaining that reserve funds serve as savings for significant future repairs, while routine maintenance and smaller repairs continue to be funded through the operating budget. It was noted that establishing a repair reserve allows the District to plan for major capital repairs without relying solely on debt financing.
- Mr. Victoria also asked for clarification regarding comments made at the previous meeting concerning the Taylor Law and the proposed Collective bargaining Agreement Policy. Chairman Vallarelli explained that the policy is intended to provide a structured framework to guide the Board through the collective bargaining process and ensure compliance with applicable laws and procedures. Commissioner Muldoon further noted that, while prior Boards relied on legal counsel during negotiations, no formal written policy existed to provide continuity and guidance for current and future Board members. The policy is intended to document the process and establish consistent procedures for future negotiations.
- Brian Townsend, a HFD firefighter and resident of the District, asked whether the Board has an established process for the development and review of District policies. The Board acknowledged that a formal review process policy may need to be established moving forward.

- Mr. Townsend inquired whether PFAS-free firefighter turnout gear would be included as part of the Assistance to Firefighters Grant (AFG) application. The Chief responded that he will look into it and that it was a good idea.

### 13. **EXECUTIVE SESSION**

- A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to open Executive Session to discuss collective bargaining negotiations. All in favor. Motion carried.
- The Executive Session opened at 9:16 p.m.
- A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to close Executive Session. All in favor. Motion carried.
- Executive Session closed at 10:06 p.m.

### 14. **NEW BUSINESS**

- **Motion:** A motion was made by Commissioner Muldoon, seconded by Commissioner Iamonico, to amend the May 12, 2026 bills abstract by removing a bill in the amount of \$489.18, reducing the total bills abstract from \$258,655.99 to \$258,166.81. All in favor. The motion carried.

### 15. **ADJOURNMENT**

- There being no further business for the Regular Meeting, a motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, that the meeting be adjourned. All in favor. The motion carried.
- Chairman Vallarelli adjourned the meeting at 10:11 p.m.

Minutes were prepared and submitted by:



Christine K. Kane  
Fire District Secretary