



# HARTSDALE FIRE DISTRICT

## BOARD OF FIRE COMMISSIONERS



### REGULAR MEETING MINUTES

January 13, 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, January 13, 2026.

**Members present:**

Chairperson	Vallarelli
Commissioners	Iamonico, Muldoon, Nanko
Chief	Maseda
Secretary	Kane
Treasurer	Barahona

**Members absent:** Commissioner Maguire (with notice)

#### 1. CALL TO ORDER

- Chairperson Vallarelli called the meeting to order at 8:06 p.m.

#### 2. PLEDGE OF ALLEGIANCE

- Commissioner Iamonico led the pledge of allegiance

#### 3. APPROVAL OF PREVIOUS MEETING MINUTES

- A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to approve the minutes of the Regular Meeting on December 10, 2025, as submitted by the Secretary. The motion carried.

#### 4. BILLS RENDERED

- A motion was made by Commissioner Muldoon, seconded by Commissioner Iamonico, to accept and authorize payment of the bills reviewed by the Board for the month of December 2025, in the total amount of \$3,031,129.88. During discussion, Commissioner Muldoon requested clarification regarding a Capital One expenditure of approximately \$5,600. The Chief explained that this charge was part of the capital expenditures authorized at the previous month's meeting and covered the replacement of the firewall and switches, as well as certain locking equipment. The motion carried.

#### 5. TREASURER'S REPORT

- Treasurer Barahona presented the current cash balances as of December 31, 2025:
  - Operating Fund: \$352,065.10
  - General Fund: \$2,100,428.08
- Treasurer Barahona reviewed the District's certificates of deposit (CDs). She reported that the District recently closed its regular CDs for the year, which had been earning rates of 3.31%. A larger CD at 1.5% matured on January 7th, and she renewed the remaining \$700 into a one-month CD at a rate of 3.14%.
- Regarding the restricted CDs, Treasurer Barahona explained that the District is renewing them in a manner that aligns their maturity dates with the anticipated invoice for the new engine. One restricted

CD will mature later this month at a rate of 3.31%, which reflects a two-month term. The remaining two restricted CDs are scheduled to mature late February and early March, respectively. All maturities have been structured to coincide with when the District expects to receive the engine invoice.

- From an Income Statement perspective, Treasurer Barahona highlighted two notable items for December. First, the month included additional payrolls for Kelly time and Holiday time, in addition to the two regular payrolls. Second, the District made its annual payment to the retirement system, which was prepaid in December. She noted that pre-payment provides a budgetary discount reflected in the District's financials.
- A motion was made by Commissioner Muldoon, seconded by Commissioner Iamónico, to accept the Treasurer's Report for the period ending December 31, 2025. The motion carried.

## **6. CHIEF'S REPORT**

- Incidents
  - A total of 178 alarms were recorded in December, bringing the 2025 year-end total to 2,239 incidents. A full incident breakdown and call analysis will be included in the annual report. December data and samples of the new NERIS data standard are available for review.
  - A notable incident that gained significant attention on social media involved the successful extrication of a cat from a basement wall. Firefighter Derek Grisanti and Group 2 performed the rescue quickly and safely, with the cat sustaining no injuries.
- Apparatus Construction
  - The new fire engine is progressing well. The completed chassis has been delivered to the South Dakota factory. A mid-construction inspection is scheduled for January 26–28 by the apparatus committee, with final inspection and acceptance testing planned for the end of February.
  - The pickup truck approved last month is on order, with delivery expected within the next ten business days. This vehicle will replace the current multipurpose truck used for towing, snow plowing, and certain hazardous responses.
- Equipment Purchases
  - Most equipment approved at the December meeting has been received, including computer network and firewall components, as well as small tools for mechanics and building specialists.
  - A PPE gear dryer is expected to arrive in approximately three weeks.
  - Additional items, including Station 1 window replacements, remain in progress.
- Website Replacement Project
  - The redesigned website is in the testing phase, with the majority of documents and data migrated from the current site.
  - Christine and Chief Maseda have held three meetings with the Streamline project manager regarding the new design, with two additional meetings scheduled before launch.
  - The anticipated go-live date is mid-February.

- Records Retention Project
  - Christine, Gabriela, and the Chief have participated in three on-site visits with NY State Archivist Maria McCashion to review records storage and retention practices.
  - With assistance from the State Archives, a significant volume of outdated records has been removed, allowing the department to reclaim a bathroom previously used as storage.
  - Ms. McCashion will continue assisting with record classification and is supporting project scoping and needs analysis for an upcoming NYS Archives grant application.
- Upcoming Calendar Events
  - January 14–16 and 21–23: Chief Maseda attending the NYS Purchasing Academy Online
  - January 26–28: New engine mid-process inspection
  - February 23–26: New engine final inspection and acceptance testing
- Questions from the Board:
  - Apparatus Payment
    - Commissioner Muldoon asked whether payment for the new apparatus is due upon delivery or afterward.
    - Chief Maseda explained that payment is scheduled for delivery, but the district typically retains a portion depending on the status of punch-list items. Funds must be available at the time of delivery.
  - Sale of Engine 171
    - Commissioner Nanko requested an update on the sale of Engine 171.
    - Chief Maseda reported that the engine is currently listed for sale, but there have been no inquiries to date. The district will allow additional time before considering less profitable options.
    - The engine remains listed on two dealer sites, and the district must continue insuring it until it is sold or disposed of.
  - Incident Analysis Data
    - Commissioner Muldoon noted that the incident numbers appeared lower than usual.
    - Chief Maseda clarified that a mid-month data migration between reporting systems created a lengthy list and some overlap. The data is expected to be significantly cleaner by next month.
  - Call Classification for The Chelsea
    - Commissioner Muldoon asked how calls originating from The Chelsea are classified.
    - Chief Maseda explained that The Chelsea includes both assisted living and skilled nursing areas, and call classification depends on which part of the facility the call originates from.
- A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, that the Chief's Report for December 2025 be accepted. The motion carried.

## 7. **OLD BUSINESS**

- HFD/GFD
  - A letter to the Town will be prepared by next month.

## **8. CORRESPONDENCE**

- Secretary Kane reported routine correspondence, including a signed Firefighter MOA, administrative notices and FOIL-related communications. There were no items requiring Board action.

## **9. PUBLIC COMMENT**

- Hartsdale Centric
  - Resident Freddy Victoria asked how the Commissioners define the term “Hartsdale Centric,” which appeared in the Board’s Goals, Objectives, and Initiatives during the Annual Organizational Meeting.  
Commissioner Vallarelli explained that “Hartsdale Centric” refers to a decision-making approach in which the Board prioritizes the district’s own best interests before considering the preferences of the County or other agencies. The focus is on looking internally first.
- Board Mission Statement
  - Resident Freddy Victoria asked whether the Board of Fire Commissioners has a mission statement.  
The Board responded that it does not currently have one.

## **10. NEW BUSINESS**

- A motion was made by Commissioner Iamonico, seconded by Commissioner Nanko, to accept the countersignatures on the Memorandum of Agreement extending the current Firefighter contract for an additional one-year term, including a 2% salary increase. The motion carried.
- The Board recognized the GUFA’s newly elected Executive Board, including Matt Servello, Vice President and Brian Townsend, Trustee. The Board also expressed appreciation to Chris Duffelmeyer for his service and his contributions to the rank and file.
- The Board stated its desire to continue the positive and collaborative working relationship between the Firefighters’ Union and the Board.
- A motion was made by Commissioner Muldoon, seconded by Commissioner Iamonico, to authorize the travel expenses for five (5) members to attend the mid-process inspection of the new apparatus in South Dakota. The motion carried.
- A motion to authorize travel expenses for members to attend the final inspection of the new apparatus was tabled until an updated estimate for 6 members to attend is provided at next month’s meeting.
- Commissioner Nanko asked the Board to consider creating a welcome packet for newly elected Commissioners to help address areas where confusion commonly arises. He noted that although a Commissioner’s legal term begins on January 1, even before being sworn in, the incoming Commissioner is already entitled to receive emails, policies, documents, and briefing materials necessary to prepare for their duties. Commissioner Nanko clarified that until sworn in, a new Commissioner cannot vote, cannot exercise Board authority (such as signing contracts or authorizing expenditures), and does not count toward a quorum. However, they are still officially in office as of January 1 and are entitled to the same informational access as sitting Commissioners.
  - To streamline onboarding, Commissioner Nanko suggested compiling a standardized list of materials for new Commissioners, including:

- Copies of the laws governing New York State Fire Districts (print and PDF link)
- Copies or links to key district policies
- The December Board minutes or the most recent public meeting minutes prior to their appointment
- A department roster with ranks, titles, and years of service
- Information on the four groups, their officers, and their work schedules to help new Commissioners understand staffing patterns and availability for meetings or station visits
- The goal is to ensure new Commissioners have the foundational knowledge needed to understand the department and their responsibilities from day one.
- A motion was made by Commissioner Nanko, seconded by Commissioner Iamonico, to develop a welcome packet for newly-elected Commissioners, with its specific contents to be determined and presented at a future meeting. The motion carried.

## **11. EXECUTIVE SESSION**

- A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to open Executive Session to discuss legal, personnel and/or contractual issues. The motion carried.
- The Executive Session opened at 8:33 p.m.
- The Board discussed a legal matter and employment matters of particular persons.
- A motion was made by Commissioner, Commissioner Iamonico, seconded by Commissioner Muldoon, to close Executive Session. The motion carried.
- The Executive Session closed at 9:10 p.m. No action was taken in Executive Session.

## **12. NEW BUSINESS**

- The Board discussed how to best address items which need more discussion than the regular monthly meeting allows.
- A motion was made by Commissioner Vallarelli, seconded by Commissioner Iamonico, to establish full Board Work Sessions, as needed, for in-depth discussion of matters that require more time and detail than the regular monthly meeting allows. The motion carried.

## **13. 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. The motion carried.

Chairperson Vallarelli adjourned the meeting at 9:18 p.m.

Minutes were prepared and submitted by:

Christine K. Kane  
Fire District Secretary