



# HARTSDALE FIRE DISTRICT

## BOARD OF FIRE COMMISSIONERS



### REGULAR MEETING MINUTES March 10, 2026

**Date:** March 10, 2026 | **Time:** 7:30 PM | **Location:** Station 2, 300 W. Hartsdale Avenue, Hartsdale, NY

**Members present:**

Chairperson	Vallarelli
Commissioners	Iamónico, Maguire, Muldoon, Nanko
Secretary	Kane
Treasurer	Barahona

**Members absent:** Chief Maseda (with notice)

#### 1. CALL TO ORDER

- Chairperson Vallarelli called the meeting to order at 7:40 p.m.

#### 2. PLEDGE OF ALLEGIANCE

- Commissioner Muldoon led the Pledge of Allegiance.

#### 3. APPROVAL OF PREVIOUS MEETING MINUTES

- A motion was made by Commissioner Iamónico, seconded by Commissioner Muldoon, to approve the minutes of the Regular Meeting on February 10, 2026, as submitted by the Secretary. All in favor. The motion carried.
- A motion was made by Commissioner Iamónico, seconded by Commissioner Muldoon, to approve the minutes of the Special Meeting on February 26, 2026, as submitted by the Secretary. All in favor. The motion carried.
- A motion was made by Commissioner Iamónico, seconded by Commissioner Muldoon, to approve the minutes of the Work Session on February 26, 2026, as submitted by the Secretary. All in favor. The motion carried.

#### 4. BILLS RENDERED

- A motion was made by Commissioner Nanko, seconded by Commissioner Iamónico, to accept and authorize payment of the bills reviewed by the Board from February 10 through March 10, 2026, in the total amount of \$121,356.54. All in favor. The motion carried.

#### 5. TREASURER'S REPORT

- Treasurer Barahona presented the current cash balances as of February 28, 2026:
  - Operating Fund: \$270,089.30
  - General Fund: nearly \$2.9 million
- Treasurer Barahona reviewed the certificates of deposit (CDs) which all matured except the restricted CDs, which were rolled over. One CD recently rolled over with early April maturity.

- Treasurer Barahona explained that a draft letter for a Tax Anticipation Note (TAN) was prepared. The District is awaiting additional bank contact per bond counsel recommendation.
- A motion was made by Commissioner Muldoon, seconded by Commissioner Iamonico, to accept the Treasurer's Report for the period ending February 28, 2026. All in favor. The motion carried.

## 6. CHIEF'S REPORT

- The Chief's Report for February 2026 was submitted to the Board. In the absence of the Chief, the report was read by Chairman Vallarelli.
- **Incidents**
  - Two significant snow events required extensive preparation and clean-up by staff.
  - The new NERIS data platform is providing enhanced incident reporting capabilities. A total of 164 incidents were recorded for the month. A quarterly data analysis is anticipated next month.
- **Training**
  - Winter training focused on OSHA, policy review, and indoor evolutions.
  - Staff continue EMS modules, and planning is underway for spring hands-on training, including firefighter rescue during fire and other incidents, what we term "Firefighter Assist and Search."
- **Building and Grounds**
  - Snow removal operations required significant staff time and effort.
- **Fleet & Equipment**
  - Final acceptance testing of the new apparatus was delayed due to weather; testing is now scheduled for March 23–25, with delivery anticipated in early May. Preparations are underway to place the new engine into service as soon as possible after delivery. The 2007 Ford F-350 pickup experienced a driveshaft failure during plowing, but the new truck was put into service for incident and facility plowing and worked well.
- **Administration**
  - Staff are reviewing and developing OSHA policies, with approximately a dozen under review. Several new policies are in first-pass review and are expected to be presented to the Board within the next few weeks.
- A motion was made by Commissioner Nanko, seconded by Commissioner Iamonico, to accept the Chief's Report for February 2026. All in favor. The motion carried.

## 7. OLD BUSINESS

- **HFD/GFD**
  - Chairman Vallarelli and Commissioner Muldoon are scheduled to meet with Chairman Groden and Commissioner Hershkowitz on Friday, March 13 regarding the HFD/GFD border.
  - The District position remains within aligning the borders with current tax maps (net-zero impact).
  - If there is no resolution following the meeting, the Board will file with the Town, as did Yonkers.
- **Website Update**

- Secretary Kane reported that she has a scheduled meeting with Streamline’s implementation manager to discuss website design and next steps. She noted that a significant amount of content still needs to be added and expressed the need for assistance due to time constraints during working hours. Secretary Kane requested guidance from the Board regarding priority content for the website prior to launch. Commissioner Muldoon stated that he will review the website planning page prepared by Secretary Kane and identify priority pages for initial launch.

## **8. CORRESPONDENCE**

- Secretary Kane reported routine correspondence, including the NYSHIP audit for dependent eligibility verification, and thank you letters sent to Pound Ridge, Bedford Hills, and Yorktown Heights Engine Corp. #1 Fire Departments for their assistance during the water main break. There were no items requiring Board action.

## **9. NEW BUSINESS**

- **Appointment of Board Committees**

A Motion was made by Commissioner Nanko to appoint the following committees:

- Administrative Policy & Procedures Committee Commissioners (2):
  - Commissioner Maguire & Chairman Vallarelli
- Standard Operating Procedures/Guides Committee Commissioners (2):
  - Commissioner Iamonico & Commissioner Nanko
- Health, Safety and Welfare/Negotiating Committee Commissioners (2):
  - Commissioner Iamonico & Chairman Vallarelli
- Master Plan Committee Commissioners (2):
  - Commissioner Muldoon & Chairman Vallarelli
- Facilities and Apparatus Committee Commissioners (2):
  - Commissioner Iamonico & Commissioner Nanko
- Community and Government Relations Committee Commissioners (2):
  - Commissioner Nanko & Chairman Vallarelli
- Monthly Fiscal Review Committee Commissioners (2):
  - Commissioner Muldoon & rotating monthly Commissioner:
    - Order of rotation:
      - Commissioner Nanko
      - Commissioner Iamonico
      - Chairman Vallarelli
      - Commissioner Maguire

The motion was seconded by Commissioner Iamonico. All in favor. Motion carried.

- **Committee Goals**

- The Board will meet with their Committees to review and define goals.
- Each Committee’s goals will be circulated to the rest of the Board prior to the next meeting for formal approval.

- **Committee Updates/ SOP & Apparatus Review:**

- Commissioner Iamonico reported on discussions held with Commissioner Nanko regarding committee assignments and policy reviews. They began reviewing the Standard Operating Procedures (SOPs) manual and will work to identify the appropriate Deputy Chief responsible, as the previous assignment may have lapsed due to retirement. They will review the table of contents and coordinate with Deputy Chiefs to update procedures and policies as needed.
- The Board discussed apparatus planning and replacement, noting that the tower ladder will likely be the next major apparatus to be replaced. The tower ladder is approaching 10 years of service,

with replacement previously projected at approximately 15 years (2032). It was noted that resale value is higher prior to the 15 year mark, which could help offset replacement costs.

- The Board further discussed:
  - Increasing apparatus costs and extended lead times
  - The District's practice of funding replacements through reserves rather than bonding
  - Challenges in meeting future capital funding needs under current budget constraints
  - The need to evaluate all available options for apparatus replacement planning
- It was noted that current projections estimate a replacement cost of approximately \$3.1 million, requiring significant annual contributions to the capital reserve fund. The Board emphasized the importance of long-term planning to address these financial challenges.

- **Existing Policy Review Assignments:**

- Commissioner Iamónico and Commissioner Nanko will review the following policies:
  - Code of Ethics
  - Workplace Violence Prevention Program Policy
  - Policy Against Workplace Sexual Harassment
  - Cell Phone Use Policy
- The remaining policies will be reviewed by the other Commissioners as assigned:
  - Credit Card Policy
  - Fund Balance Policy
  - Investment Policy
  - Public Comment Policy
  - Purchasing Procedures Policy
  - Record Retention Policy (LGS-1)
  - Social Media Policy
  - Travel Policy

- **Proposed Meeting Structure Change**

- The Board presented a proposed change: Regular Monthly Meetings starting at 7:30 pm and immediately entering Executive Session (for 30 mins), with open session resuming at approximately 8:00 pm. This change is intended to allow the Board to return to open session and take any necessary action while the public is present, rather than later in the meeting after members of the public may have departed.
- Members of the public inquired whether the public session would begin earlier than 8:00 p.m. if Executive Session was not needed or concluded early. The Board responded that in that case the public meeting would not begin prior to 8:00 p.m., and that the Board would wait until that time to open the meeting.
- Board discussion with members of the public indicated general support for the proposed meeting structure change, with implementation anticipated to begin at the April 2026 meeting.

- **Contracts**

- Commissioner Muldoon noted that the initial contracts for the Secretary and Treasurer positions expired at the end of 2025 and requested that Secretary Kane provide printed copies of the 2025 contracts for the Board to review and discuss updating and renewing in Executive Session.

- **Bills Rendered (Revised)**

- A motion as made by Commissioner Nanko, seconded by Commissioner Iamónico, to approve the revised total amount of bills for February 10 through March 10, 2026, including those added today, in the amount of \$124,365.90. All in favor. Motion carried.

## **10. PUBLIC COMMENT**

- **Comparable Fire Department**
  - Freddy Victoria, a District resident, raised a question regarding which Westchester department is most comparable in size and service level to Hartsdale Fire District.
    - The Board responded that Fairview Fire District is a close comparison.
  
- **Tax Cap and Long-Term Budget Planning**
  - Mr. Victoria inquired about what new initiatives are being considered to avoid exceeding the tax cap while maintaining a high level of service. He expressed concern that, given contractual obligations and the costs of maintaining apparatus, equipment, tools, and other resources, the District may face annual situations where either the tax cap is raised or some readiness element – such as personnel or equipment – may be reduced, potentially impacting overall operational readiness.
    - In response to Mr. Victoria’s inquiry, Chairman Vallarelli explained that one initiative being undertaken is a strategic, top-to-bottom review of all costs associated with the agency. The Board is analyzing the District’s fiscal picture in the short term, intermediate term, and long term (10-year outlook) to better project future impacts. While no guarantees exist at this point, the analysis will examine all aspects of the budget, including current and projected expenditures, mandatory increases, and areas where efficiencies may be realized.
    - Chairman Vallarelli emphasized that this is a comprehensive review rather than an immediate effort to reduce spending, and that each committee is tasked with reviewing a portion of the budget to determine the current state and potential adjustments.
    - He noted that key components, such as apparatus replacement, are significant budget items, particularly because the District does not bond for capital expenditures but maintains dedicated reserve funds.
    - Commissioner Muldoon added that historically, budgeting was largely tactical and focused on year-to-year needs. The shift toward long-term financial projection incorporates assumptions around healthcare, pension plans, taxes, and contract renewals for firefighters, allowing the Board to consider the broader implications of financial decisions over a 10-year horizon. The goal of the analysis is to inform long-term financial planning and decision-making, ensuring that major purchases—such as a \$3 million engine—are evaluated in terms of their 10-year financial impact, not just the upcoming fiscal year.
  - Mr. Victoria asked when the analysis began and whether there is a goal for completion.
    - Commissioner Muldoon responded that the District began last year with a rough three-to-five-year outlook and is now working to extend it to a 10-year projection. The goal is to have the 10-year projection completed prior to commencing contract negotiations with the firefighters and officers later this year.
  - Mr. Victoria asked whether the law firm Coughlin & Gerhart is the same advisor that the department has used in the past.
    - The Board confirmed that the firm remains the same and stated that they were satisfied with the advice provided.

## **11. EXECUTIVE SESSION**

- A motion was made by Commissioner Muldoon, seconded by Commissioner Iamónico, to open Executive Session to discuss collective bargaining negotiations and matters relating to the employment of particular persons. All in favor. Motion carried.
  
- The Executive Session opened at 8:24 p.m. Treasurer Barahona and Secretary Kane joined the session at approximately 9:30 p.m.

- A motion was made by Commissioner Maguire, seconded by Commissioner Iamonico, to close Executive Session. All in favor. Motion carried.
- Executive Session closed at 9:44 p.m.

## 12. NEW BUSINESS

- Treasurer Barahona reported that the bills abstract presented to the Board earlier contained a duplicate bill, which was subsequently removed, bringing the total amount of bills to \$122,000.90.
- A motion was made by Commissioner Muldoon, seconded by Commissioner Iamonico, to approve the revised total amount of bills for the period February 10 through March 10, 2026, in the amount of \$122,000.90. All in favor. Motion carried.

## 13. ADJOURNMENT

- There being no further business for the Regular Meeting, a motion was made by Commissioner Iamonico, seconded by Commissioner Nanko, that the meeting be adjourned. All in favor. The motion carried.
- Chairperson Vallarelli adjourned the meeting at 9:44 p.m.

Minutes were prepared and submitted by:



Christine K. Kane  
Fire District Secretary