



# HARTSDALE FIRE DISTRICT

## BOARD OF FIRE COMMISSIONERS



### REGULAR MEETING MINUTES

May 12, 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, May 12, 2026.

<b>Members present:</b>	Chairperson	Vallarelli
	Commissioners:	Iamónico, 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 Iamónico, seconded by Commissioner Muldoon, to open Executive Session to discuss matters relating to the employment of a particular person(s) and a personnel matter related to a step 3 grievance. All in favor. Motion carried.
- The Executive Session opened at 7:39 p.m.
- A motion was made by Commissioner Iamónico, seconded by Commissioner Muldoon, to close Executive Session. All in favor. Motion carried.
- Executive Session closed at 8:05 p.m.

#### 3. PLEDGE OF ALLEGIANCE

- Chairman Vallarelli led the Pledge of Allegiance.

#### 4. APPROVAL OF PREVIOUS MEETING MINUTES

- Commissioner Iamónico made a correction to the minutes of the Regular Meeting on April 14, 2026.
- **Motion:** A motion was made by Commissioner Iamónico, seconded by Commissioner Nanko, to approve the corrected minutes of the Regular Meeting on April 14, 2026, as submitted by the Secretary. All in favor. The motion carried.
- **Motion:** A motion was made by Commissioner Iamónico, seconded by Commissioner Nanko, to approve the minutes of the Regular Meeting on April 29, 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 Iamónico, to accept and authorize payment of the bills reviewed by the Board from April 14 – May 12, 2026, in the total amount of \$258,655.99. All in favor. The motion carried.

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## 6. TREASURER'S REPORT

- **Cash Balances**

- Treasurer Barahona presented the current cash balances as of April 30, 2026.
  - Operating Fund: \$440,326.21
  - General Fund: nearly \$848,783.31
  - Reserve account: \$1,238,135.78
    - Treasurer Barahona noted that all reserve certificates of deposit had matured and funds were currently held within the reserve account pending payment for the new fire engine later in the month.

- **Additional Updates:**

- Treasurer Barahona submitted the district FAR, which will be updated upon completion of the audit.
- The tax revenue was deposited on May 6, 2026.
- Treasurer Barahona is waiting on the CD rates from TD Bank and will share with the Board once received. She will also reach out to Orange Bank. Treasurer Barahona will do a cash flow analysis to see if the district should set up CDs in similar amounts as last year.
- **Motion:** A motion was made by Commissioner Iamónico, seconded by Commissioner Muldoon, to accept the Treasurer's Report for the period ending April 30, 2026. All in favor. The motion carried.

## 7. CHIEF'S REPORT

- **Incidents**

- Chief Maseda reported that springtime conditions resulted in an increase in fire-related incidents during the month of April. On one particularly active day, members responded to a significant brush fire in the Taxter Road section of the Town, followed immediately by a structure fire on West Hartsdale Avenue. In all cases, the fires were extinguished with minimal damage due to the extraordinary efforts of department personnel. Chief Maseda commended all staff members for their excellent work and professionalism.
- Incident statistics for April 2026 reflected a total of 206 incidents.

- **Training**

- Chief Maseda reported that staff utilized the department's semi-annual off-site training days to conduct exercises focused on downed firefighter removals and roof ventilation techniques. Through the courtesy of the West Harrison Fire District, staff members were granted use of the Town of Harrison training facility at no cost. Chief Maseda expressed appreciation to the Town and Village of Harrison and the officers of the West Harrison Fire District for allowing the District to use the facility while the Westchester County facility is under reconstruction.
- Additionally, staff participated in an FDNY readiness exercise on April 18, 2026, alongside Bronx engine and ladder company personnel. The exercise focused on joint operations, communications, and unique local hazards that may arise should Westchester units be called

upon to assist FDNY during the upcoming World Cup and other large-scale regional events. Chief Maseda also thanked the Westchester County Department of Emergency Services for coordinating the exercise and providing grant funding for overtime expenses.

- **Fleet and Equipment**

- Chief Maseda reported meeting with Commissioners Iamónico and Nanko to discuss building project priorities for Fiscal Year 2026. A follow-up meeting will occur after completion of a year-to-date budget analysis. Discussion also included the placement of out-of-service signage on fire alarm telegraph boxes. The Fire Alarm Superintendents will be going out to placard those as out of service within the next couple of weeks.
- Following public comments received at the previous meeting regarding firefighting personal protective equipment, Chief Maseda consulted with Captain Mentrasti concerning the inspection status and condition of turnout gear. It was reported that all gear has current inspections and remains compliant with applicable safety standards. Minor repairs, including Velcro replacement and restitching, will be addressed during the next inspection cycle.
- Chief Maseda reported that the new fire engine remains at the dealership undergoing installation of additional equipment. A final delivery date has not yet been provided.
- The 2008 Spartan Fire Engine was successfully sold through the GovDeals auction site for \$7,100. The district is awaiting payment confirmation prior to vehicle release.

- **Administration**

- Chief Maseda reported ongoing weekly meetings with the district’s purchasing policy consultant regarding development of a revised purchasing policy. A first draft is nearing completion, and the consultant is scheduled to conduct an on-site visit on May 14, 2026, after which an initial draft is expected to be circulated for review.
- Deputy Chief Aquilino continues to review and revise the district’s OSHA-related policies based on submitted comments and recommendations.
- Chief Maseda also announced that the Memorial Day service and parade start time has been changed to 12:30 p.m. to accommodate scheduling availability for the new marching band.
  - Commissioner Nanko asked that the District contact the Town to put up electronic signage earlier with the time change for the parade.

- **Motion:** A motion was made by Commissioner Iamónico, seconded by Commissioner Muldoon, to accept the Chief’s Report for April 2026. All in favor. The motion carried.

## 8. COMMITTEE REPORTS

- **Monthly Fiscal Review Committee (Commissioner Muldoon)**

- Long-Term Financial Projections
  - Commissioner Muldoon reported that a draft long-term financial projection had been completed covering fiscal years 2021 through 2034. The projection incorporates:
    - Historical budget data
    - Current chart of accounts
    - Projected annual growth assumptions
    - Static and variable expense categories
 The draft will be circulated to the Board for review and comment prior to finalization at the next Board meeting.
- **Facilities & Apparatus (Commissioner Nanko & Commissioner Iamonico)**
  - Commissioner Nanko and Commissioner Iamonico met with DC Aquilino and Chief Maseda separately about their list of priorities for buildings and grounds. A consolidated list of proposed projects is being developed to align operational priorities with available budget allocations.

## 9. OLD BUSINESS

- **HFD/GFD**
  - Chairman Vallarelli reported that the Greenville Fire District Board was also scheduled to meet this evening regarding the ongoing boundary line discussion between the districts. The Board indicated that follow-up communication with the Greenville Board would occur tomorrow to obtain an update on development of the consolidated map depicting both districts' boundary lines. The Board will share the update at the next Board meeting.
- **Website Update**
  - Secretary Kane shared revisions to the district website which included changing the term "Department" to "Operations" to avoid confusion regarding the organizational structure and prevent the appearance of separate sections within the district.
  - Additionally, the website history section was updated to remove outdated information referencing "17 volunteers," which had remained from the prior version of the website and had not previously been updated.

## 10. CORRESPONDENCE

- Secretary Kane submitted the monthly correspondence packet to the Board for review. Notable items included:
  - FOIL requests related to fire incidents and code violations
  - Receipt of a \$300 reimbursement from the Department of Health
  - Receipt of a \$19.02 tax refund from the Town of Greenburgh
  - Notification from MetLife regarding a 3% increase in dental insurance premiums effective July 1, 2026; vision rates remain unchanged
  - Receipt of correspondence regarding the AT&T cell site lease
    - Chief Maseda reported that proposed lease renegotiation requests from the tenant would not be pursued at this time

## 11. NEW BUSINESS

- **Acceptance of Donation of Vehicle for Extrication Training**
  - **Motion:** A motion was made by Commissioner Nanko, seconded by Commissioner Iamonico, to accept the donation of a used vehicle from Mr. Kevin McGee, 55 Knowls Crescent, Bronx, New York 10463, for use in extrication training. The donated vehicle is a 2011 Chevrolet Traverse SUV, VIN #1GNKVGED2BJ224454, with an estimated market value of approximately \$3,000, based on Kelley Blue Book valuation. All in favor. Motion carried.

- **Occupational Medical Provider Services**

- **Motion:** A motion was made by Commissioner Iamonico, seconded by Commissioner Nanko, to approve changing the District’s occupational medical provider to Mt. Sinai Doctors/Selikoff Centers for Occupational Health, at an estimated cost of approximately \$350 per firefighter, with additional bloodwork, x-rays, immunizations, and related services to be provided on an à la carte basis pursuant to contract terms. All in favor. Motion carried.

- **Resolution Establishing Repair Reserve Fund**

The Board considered the following resolution:

**WHEREAS**, the Board of Fire Commissioners of the Hartsdale Fire District adopted the 2026 Fire District Budget, which included the establishment of a Repair Reserve Fund; and

**WHEREAS**, the Board of Fire Commissioners has determined that it is in the best interest of the District to establish such reserve fund for future repairs to District equipment and property;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Fire Commissioners of the Hartsdale Fire District hereby establishes a Repair Reserve Fund in the amount of One Hundred Thousand Dollars (\$100,000), to be funded from 2026 tax revenues received by the District, pursuant to the applicable provisions of New York State law.

Prior to the vote, discussion occurred regarding the time of the reserve fund establishment in relation to the district’s ongoing facilities and repair planning process. Commissioner Maguire expressed concern that the Board had previously discussed finalizing and updating the district’s work plan and project list prior to formally funding the reserve.

In response, Chief Maseda clarified that:

- The \$100,000 allocation had already been incorporated into the adopted 2026 budget during the prior year’s budget development process.
- The proposed resolution did not authorize expenditures, but rather formally established the reserve account so that funds could be transferred into it.
- Existing repair and reserve budget lines remain separate from future reserve expenditures.
- The district continues to review and revise its long-term repair and capital project lists, including projects identified in the five-year facilities planning discussions.
- The reserve fund establishment and project prioritization efforts are proceeding concurrently, and that no expenditures from the reserve may occur without future Board action and identified project needs.

Following discussion, a motion was made by Commissioner Iamonico and seconded by Commissioner Nanko to adopt the resolution:

Upon roll call vote:

Chairman Vallarelli - Aye  
Commissioner Iamonico - Aye

Commissioner Maguire - Nay  
Commissioner Muldoon - Aye  
Commissioner Nanko - Aye

**The Resolution was adopted.**

- **Resolution Declaring Surplus Property and Authorizing Intermunicipal Agreement with the Town of Greenburgh**

The Board considered the following resolution:

**WHEREAS**, The Board of Fire Commissioners of the Hartsdale Fire District (the “Board”) is charged with the care, custody, and management of the property of the Fire District; and

**WHEREAS**, The Fire District owns a Ford F-350 pickup truck, more particularly described as follows:

Make: Ford

Model: F-350

Model Year: 2008

VIN: 1FTWW31568EC59448

(the “Vehicle”); and

**WHEREAS**, The Board has determined that the Vehicle is no longer necessary for the purposes of the Fire District and that the continued ownership and maintenance of the Vehicle do not serve the best interests of the District; and

**WHEREAS**, The Board has determined that the fair market value of the Vehicle is approximately Nine Thousand Five Hundred Dollars (\$9,500); and

**WHEREAS**, Pursuant to Town Law §176(23), personal property of a fire district with a value of less than Twenty Thousand Dollars (\$20,000) may be disposed of by resolution of the Board of Fire Commissioners; and

**WHEREAS**, The Board has reviewed a proposed intermunicipal transaction with the Town of Greenburgh, pursuant to which the Fire District would transfer the Vehicle as consideration for the Town’s procurement and installation of emergency warning lighting, radio equipment, and reflective striping on a newly acquired Fire District pickup truck; and

**WHEREAS**, The Board finds that the goods and services to be received by the Fire District pursuant to this transaction are fair and reasonable in value, are at least equal to the fair market value of the Vehicle, and serve a valid public and governmental purpose related to emergency response readiness;

**NOW, THEREFORE, BE IT RESOLVED**, that:

1. The Board of Fire Commissioners hereby declares the Ford F-350 pickup truck described above to be surplus and no longer necessary for the uses and purposes of the Fire District.
2. The Fire District is hereby authorized to dispose of the Vehicle pursuant to Town Law §176(23) through a negotiated transaction with the Town of Greenburgh, subject to execution of a written intermunicipal agreement.
3. The Board hereby determines that the transfer of the Vehicle in exchange for emergency warning lighting, radio equipment, reflective striping, and related installation services constitutes fair, adequate, and lawful consideration.
4. Upon execution of the intermunicipal agreement, the Chair of the Board, Fire Chief, or other duly authorized officer is authorized to execute all documents necessary to transfer title to the Vehicle to the Town of Greenburgh on an as-is, where-is basis.
5. The Chair of the Board, Fire Chief, and Fire District Treasurer are hereby authorized to take any and all further actions necessary to effectuate this resolution and the contemplated transaction.

A motion was made by Commissioner Iamonico and seconded by Commissioner Maguire to adopt the resolution:

Upon roll call vote:

Chairman Vallarelli - Aye  
Commissioner Iamonico - Aye  
Commissioner Maguire - Aye  
Commissioner Muldoon - Aye  
Commissioner Nanko - Aye

**The Resolution was adopted.**

- **Resolution Appointing Secretary and Treasurer to Permanent Status**

The Board considered the following resolution:

**WHEREAS**, the Board of Fire Commissioners of the Hartsdale Fire District appointed Christine K. Kane to the position of Secretary and Gabriela A. Barahona to the position of Treasurer effective June 2, 2025; and

**WHEREAS**, at the time of said appointments, Sharon A. Spagnoli, who then held both positions, continued to serve during a temporary overlap and training transition period prior to her retirement on July 30, 2025, requiring the initial appointments to be made on a temporary basis; and

**WHEREAS**, it was the intent of the Board that both employees serve continuously in their respective positions for a period of one year from their original date of hire of June 2, 2025, notwithstanding the temporary appointment status necessitated solely by the overlap and training transition period prior to the retirement of Sharon A. Spagnoli; and

**WHEREAS**, both employees will have completed fifty-two (52) weeks of satisfactory continuous service in their respective positions as of June 2, 2026; and

**WHEREAS**, the Board of Fire Commissioners desires to grant permanent status to both employees in accordance with applicable Civil Service rules and approval by the Westchester County Department of Human Resources/Civil Service;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Fire Commissioners of the Hartsdale Fire District hereby appoints:

- Christine K. Kane, Fire District Secretary
- Gabriela A. Barahona, Fire District Treasurer

to permanent status effective June 2, 2026, subject to approval by the Westchester County Department of Human Resources/Civil Service; and

**BE IT FURTHER RESOLVED**, that the District Secretary is authorized to file the required documentation with the Westchester County Department of Human Resources/Civil Service to effectuate these permanent appointments.

A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to adopt the resolution.

Upon roll call vote:

Chairman Vallarelli - Aye  
Commissioner Iamonico - Aye  
Commissioner Maguire - Aye  
Commissioner Muldoon - Aye  
Commissioner Nanko - Aye

**The Resolution was adopted.**

- **Policies**

- **Procurement Policy**

- Commissioner Iamonico referenced the prior proposal to engage a consultant, at a cost not to exceed \$6,500, to assist in the development and updating of the district's procurement and purchasing policies. It was noted that the district currently does not have a formal procurement policy in place and that establishment of such a policy is necessary to satisfy requirements and recommendations from the New York State Comptroller's Office.
- Commissioner Iamonico further stated that the consultant's work would assist the district in properly developing procurement procedures prior to moving forward with future projects and permissive referendum matters. Discussion also included the importance of ensuring the policy is drafted correctly and in compliance with applicable standards and audit expectations.

- **Labor Relations Policies**

- **Grievance Appeal Hearing Procedures Policy**

- Chairman Vallarelli submitted to the Board a draft policy of the labor relations grievance appeal hearing procedures consistent with New York State Taylor Law principles and Article 78 standards. The policy was intended to establish formal Board procedures for handling grievance matters that reach Step 3 of the collective bargaining grievance process, where the Board serves in a hearing capacity.
- It was noted that the draft had previously been circulated for comment and reviewed by counsel to ensure compliance with current state law requirements. Board members were encouraged to submit comments and suggested revisions so that updates could be incorporated prior to formal adoption.
- Discussion also included whether labor representatives had received a copy for review.
- The Board discussed the importance of adopting formal procedures to ensure grievance matters are handled fairly, equitably, and consistently.
- **Collective Bargaining Arbitration under the Taylor Law**
  - Chairman Vallarelli submitted to the Board a policy of the labor relations and collective bargaining procedures under the Taylor Law. The purpose of the policy was to define the Board’s responsibilities, obligations, and procedural role during the collective bargaining process.
  - It was clarified that the policy governs Board responsibilities only and does not impose requirements upon the bargaining unit or union representatives.
  - Board members were asked to provide comments and feedback so that revised drafts could be prepared for future consideration and possible adoption at the June meeting.
  - Commissioner Muldoon commented that, based on prior collective bargaining experience, the proposed policy documents were well organized and would have been valuable resources during previous negotiations. He further expressed support for moving the policies forward promptly in anticipation of upcoming collective bargaining discussions.

## **12. PUBLIC COMMENT**

- In opening the floor to public comments, the Chair announced that public comments would be limited to five minutes per speaker.
- **Long-Term Financial Outlook Discussion**
  - Freddy Victoria, a resident of the District, asked questions regarding the district’s long-term financial outlook document and the scope of the budget projections currently under development.
  - Commissioner Muldoon explained that the draft projection is expected to extend through the year 2034 and is based upon current market conditions and documented financial assumptions.
- **Compensation and Tax Levy Concerns**
  - Mr. Victoria raised concerns regarding the long-term growth of total compensation costs, including salaries, health insurance, and retirement expenses, and referenced projections indicating that compensation-related expenses could represent an increasing percentage of the district’s tax levy over time if annual increases continue at current rates.

- Mr. Victoria raised the question as to whether the financial outlook document would address the long-term impact of compensation growth, tax cap limitations, and methods for controlling escalating costs without reducing services or substantially increasing taxes.
  - The Board responded that:
    - The purpose of the long-term financial projection is to provide a clearer understanding of current spending trends and potential future fiscal impacts.
    - The projections are intended to assist the Board in understanding the long-term consequences of budgeting and collective bargaining decisions.
    - The document is designed to identify financial trends and potential “worst-case scenario” outcomes if current expenditure growth rates continue.
    - The district must consider numerous factors beyond salaries alone, including state and federally mandated costs, pension obligations, health insurance increases, operational expenses, and emergency service requirements.
    - Certain budgetary cost drivers, including pension and insurance costs, are largely outside the direct control of the Board due to state mandates and external rate-setting entities.
    - The Board intends to use the financial projections as a planning and transparency tool while continuing to evaluate all areas of the budget and district operations.
  - The Board acknowledged the concerns raised by the speaker and stated that the issues discussed are recognized by the Board and remain part of its ongoing financial planning efforts.

### **13. EXECUTIVE SESSION**

- A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to discuss collective bargaining negotiations. All in favor. Motion carried.
- The Executive Session opened at 9:10 p.m.
- A motion was made by Commissioner Maguire, seconded by Chairman Vallarelli, to close Executive Session. All in favor. Motion carried.
- Executive Session closed at 10:33 p.m.

### **14. ADJOURNMENT**

- There being no further business for the Regular Meeting, a motion was made by Chairman Vallarelli, seconded by Commissioner Muldoon, that the meeting be adjourned. All in favor. The motion carried.
- Chairman Vallarelli adjourned the meeting at 10:34 p.m.

Minutes were prepared and submitted by:



Christine K. Kane  
Fire District Secretary