



HARTSDALE FIRE DISTRICT

BOARD OF FIRE COMMISSIONERS



ANNUAL ORGANIZATIONAL MEETING AGENDA January 13, 2026

Date: January 13, 2026 | **Time:** 7:30 PM | **Location:** Station 2, 300 W. Hartsdale Avenue, Hartsdale, NY

Members present:

Commissioners (including recently elected)	Iamonico, Muldoon, Nanko, Vallarelli
Chief	Maseda
Secretary	Kane
Treasurer	Barahona

Members absent: Commissioner Maguire (with notice)

1. CALL TO ORDER

- Commissioner Muldoon, who will serve as chair pro-tem, will call the meeting to order

2. APPOINTMENT OF SECRETARY PRO-TEM

- Appointment Commissioner Iamonico as Secretary pro-tem

3. OATH OF OFFICE OF FIRE COMMISSIONER

- Administration of Oath of Office to Charles Nanko to serve as Fire Commissioner for 2026
- Administration of Oath of Office to John Vallarelli to serve as Fire Commissioner from 2026-2030

4. NOMINATION AND ELECTION OF CHAIRPERSON

5. APPOINTMENT OF DISTRICT SECRETARY AND TREASURER & OATH OF OFFICE

- Appointment and administration of Oath of Office to Christine Kane to serve as Fire District Secretary and Fire District Deputy Treasurer for 2026
- Appointment and administration of Oath of Office to Gabriela Barahona to serve as Fire District Treasurer for 2026

6. APPROVAL OF MEDIA NOTIFICATION OF ORGANIZATIONAL MEETING

7. APPOINTMENTS/DESIGNATIONS

- Appointment of Kornfeld, Rew, Newman & Simeone, Esqs. as General Counsel for 2026
- Appointment of Coughlin & Gerhart, LLP as Labor Counsel to the Board for 2026
- Appointment of Clarity Testing Services as the departmental physician for the year 2026
- Appointment of Dr. Steven Fayer, M.D. as the department psychologist for the year 2026
- Designation of the Westchester County Department of Community Mental Health as the Employee Assistance Program provide.
- Designation of The Journal News as the official newspaper of the district for all legal notices and other official communications of the Hartsdale Fire District
- Designation of the second Tuesday of every month, with the exception of August, as the Regular Monthly Meeting night

- Designation of TD Bank as the official bank for the financial business of the Fire District, subject to interest rates for borrowing and savings being the most beneficial to the Fire District, alternate banking arrangements may be approved by the board
 - Administrative Policy & Procedures Committee Commissioners (2): TBD
 - Standard Operating Procedures/Guides Committee Commissioners (2): TBD
 - Health, Safety and Welfare/Negotiating Committee Commissioners (2): TBD
 - Master Plan Committee Commissioners (2): TBD
 - Facilities and Apparatus Committee Commissioners (2): TBD
 - Community and Government Relations Committee Commissioners (2): TBD
 - Monthly Fiscal Review Committee Commissioners (2): TBD
 - (One fixed and second on monthly rotation)
- Approval of membership in the following Firematic Associations:
 - International Society of Fire Service Instructors
 - International Association of Fire Chiefs
 - National Fire Protection Association
 - American Arbitration Association
 - New York State Association of Fire Instructors
 - New York State Association of Fire Districts
 - New York State Association of Arson Investigators
 - New York State Fire Marshals & Inspectors Association
 - New York State Association of Municipal Purchasing Officers
 - New York State Government Finance Officers Association
 - Career Fire Chiefs of the State of New York
 - New York State Association of Fire Chiefs
 - New York Association of Local Government Records Officers
 - Westchester County Association of Fire Districts
 - Career Fire Chiefs of Westchester County
 - Westchester County Association of Fire Chiefs (Fire Chief Emergency Plan)
 - Westchester County Fire Marshalls and Inspectors Association
 - Battalion 14
- Designation of Record Access Officer for the Fire District for 2026
- Designation of Kornfeld, Rew, Newman & Simeone, Esqs. as the District Appeals Officer for 2026
- Designation of BST & Co., CPA, LLP as Auditor to perform audit services for 2026

8. AUTHORIZATIONS

- Authorization for the Treasurer to submit the Annual Report within 60 days following the close of the fiscal year, such authorization to remain in effect annually until rescinded. Treasurer Barahona is to advise the Board of a date for review of her books
- Authorization for the Fire Chief to submit the annual Fire Chief’s Report within 60 days following the close of the fiscal year to allow for its preparation.
- Approval of attendance of Hartsdale Fire District personnel and Fire District Commissioners to the following training, seminars, teleconferences, and annual meetings of fire organizations during the year 2026:
 - Statutory Commissioner Training, as scheduled, offered by the Association of Fire Districts of the State of New York
 - “Ready or Not” 2026 Mini Summit, March 2026, offered by the Association of Fire Districts of the State of New York
 - Annual Meeting and Leadership Summit Expo, October 7-10, 2026, offered by the Association of Fire Districts of the State of New York
 - Firematic emergency medical, building code and other operations-related classes, training, and teleconferences as approved by the Fire Chief within the State of New York or online

9. REVIEW AND AFFIRMATION OF DISTRICT LEASES AND CONTRACTS

- Affirmation of the review and approval of the following leases and contracts:
 - Property Lease for Property Lease for Cellular Tower Location by AT&T.
 - Property Lease for Cellular Tower Location by T-Mobile / Omnipoint.
 - Property Lease for Cellular Tower Location by Verizon Wireless.
 - Cellular Site Management Agreement by Goosetown Network Services.
 - Fire Apparatus Consulting by Big Red Fire Trucks Apparatus Consultants, Inc.
 - Employee Assistance Programs by Westchester County Department of Community and Mental Health.
 - Radio communications repeater location license agreement for the Birchwood Lane Water Tank site with the Town of Greenburgh.
 - Fire training facility use intermunicipal agreement with the Town of Harrison.
 - Balistic personal protective equipment intermunicipal agreement with Westchester County Department of Emergency Services.
 - E911 services and equipment intermunicipal agreement with Westchester County Department of Information Technology.
 - Data network management and help desk services by Island Tech Services, LLC

10. REVIEW AND AFFIRMATION OF DISTRICT POLICIES

- Affirmation of the review and finding that the following policies of the District are in order:
 - Cell Phone Use Policy
 - Claims Auditing Policy
 - Code of Ethics
 - Credit Card Policy
 - Fund Balance Policy
 - Investment Policy
 - Public Comment Policy
 - Purchasing Procedures Policy
 - Policy Against Workplace Sexual Harassment
 - Record Retention Policy (LGS-1)
 - Social Media Policy
 - Travel Policy
 - Workplace Violence Prevention Program Policy

11. 2026 GOALS, OBJECTIVES AND INITIATIVES OF THE BOARD

- In an enhancement of the board's approach to an open and transparent fire district, the following are hereby submitted for the goals, objectives and initiatives for the 2026 Hartsdale Fire District Board of Fire Commissioners.

GOALS and OBJECTIVES

All board decisions and those of the fire district shall be based on the consideration of the following:

- A. Community Risk Reduction
- B. Health, Safety and Welfare of the Firefighters, Fire Officers and Hartsdale Community
- C. Hartsdale-centered decision making
- D. Master Plan for Administration, Operations and Financial Planning
- E. Finalization of Collective Bargaining Agreement with IAFF Local 1586 GUFA
- F. Comprehensive Policy and Procedures for the Administration and Operations of the District

IMPLEMENTATION OF GOALS and OBJECTIVES

All goals and objectives shall include, but not be limited by the following:

- A. Completion of the Community Risk Assessment/Standards of Cover and delivery of the CRA/SOC to community groups, via all methods and means.
- B. Health, Safety and Welfare Program (by Policy & Contract inclusion), in compliance to NYS Labor Law 27-A (4).
- C. Decision-making process shall be “Hartsdale Community based “ and include Inter-Municipal Agreements, where none exist and review of Mutual/Automatic Aid plans between the current primary partner agencies.
- D. Development of a 20-year District Master Plan that includes Administrative, Operational and Financial outlook
- E. Negotiated long-term contract with IAFF Local 1586 GUFA (Firefighters and Fire Officers)
- F. Develop and distribute comprehensive Administrative and Operational Policy and Procedures (including SOP’s and Guides) based on the following:
 1. NYS Laws, Rules and Regulations
 2. US Codes, Rules and Regulations (including OSHA Rules and NIOSH)
 3. NFPA Standards
 4. Best Practices in the Fire Service industry

INITIATIVES

1. Resolution of the Greenville border dispute
2. Capital Program for Facility Improvements
3. District Web Site
4. Delivery of new Spartan Engine
5. Disposal of Engine 171

- Adoption of the 2026 Goals, Objectives, and Initiatives of the Board for 2026 as listed

12. ADJOURNMENT

- Adjournment of the meeting

NEXT REGULAR BOARD MEETING:

Tuesday, February 10, 2026