



HARTSDALE FIRE DISTRICT

BOARD OF FIRE COMMISSIONERS



ANNUAL ORGANIZATIONAL MEETING MINUTES January 13, 2026

The Annual Organizational 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:

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 served as chair pro-tem, called the meeting to order at 7:38 p.m.

2. APPOINTMENT OF SECRETARY PRO-TEM

- A motion was made by Commissioner Muldoon, seconded by Commissioner Iamonico, to appoint Commissioner Iamonico as Secretary pro-tem. The motion carried.

3. OATH OF OFFICE OF FIRE COMMISSIONER

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

4. NOMINATION AND ELECTION OF CHAIRPERSON

- A motion was made by Commissioner Muldoon, seconded by Commissioner Iamonico, to open nominations for chairperson of the board for 2026. The motion carried.
- A motion was made by Commissioner Iamonico, seconded by Commissioner Nanko, to nominate John Vallarelli as chairperson of the board for 2026. The motion carried.
- With no other nominations made, Commissioner Muldoon made a motion to elect John Vallarelli as Chairperson of the Board for 2026. The Board unanimously voted in favor of the motion. The motion carried.
- The Chairperson-elect, John Vallarelli, assumed the role of presiding officer for the remainder of the meeting.

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

- A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to appoint Christine Kane as the District Secretary & Employee Benefits Administrator for 2026 at a salary of \$117,300 plus benefits. The motion carried.

- A motion was made by Commissioner Muldoon, seconded by Commissioner Iamonico, to appoint Gabriela Barahona as the District Treasurer for 2026 at a salary of \$61,200 plus benefits. The motion carried.
- A motion was made by Commissioner Muldoon, seconded by Commissioner Iamonico, to appoint Christine Kane as the District Deputy Treasurer for 2026 for no salary. The motion carried.
- Commissioner Vallarelli administered the Oaths of Office to Christine Kane to serve as Fire District Secretary & Deputy Treasurer for 2026
- Commissioner Vallarelli administered the Oath of Office to Gabriela Barahona to serve as Fire District Treasurer for 2026
- Fire District Secretary Kane, having been sworn in, assumed the duties of Secretary for the remainder of the meeting.

6. APPROVAL OF MEDIA NOTIFICATION OF ORGANIZATIONAL MEETING

- A motion was made by Commissioner Nanko, seconded by Commissioner Iamonico, to approve a copy of the letter to The Journal News notifying of the HFD Organizational Meeting be made part of the minutes. The motion carried.



December 15, 2025

The Journal News
 1133 Westchester Avenue
 White Plains, New York 10604

Dear Sir or Madam:

In compliance with the Open Meeting Law, which requires notification of the date, time and location of all public meetings of local governments for public awareness, this notice is to inform the community that the Board of Fire Commissioners of the Hartdale Fire District, Hartdale, New York, will hold its next Regular Meeting as follows:

TYPE OF SESSION:	Regular Meeting with an Executive Session Annual Organizational Meeting
DATE:	Tuesday, January 13, 2026
TIME:	7:30 p.m.
LOCATION:	Board Room Station No. 2 300 West Hartdale Avenue Hartdale, New York

Thank you for your cooperation.

Respectfully,

BOARD OF FIRE COMMISSIONERS
 HARTSDALE FIRE DISTRICT

Christine K. Kane
 Fire District Secretary

7. APPOINTMENTS/DESIGNATIONS

- A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to appoint Kornfeld, Rew, Newman & Simeone, Esqs. as General Counsel for the 2026 calendar year at a rate of

\$300 per hour; and to appoint Coughlin & Gerhart, LLP as Labor Counsel to the Board for 2026 at the following hourly rates: \$270 per hour for partners, of counsel, and special counsel, and \$235 per hour for associates. The motion carried, with Commissioner Nanko voting nay.

- A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to appoint Clarity Testing Services as the departmental physician at a fee of \$335 per annual examination for the year 2026. The motion carried, with Commissioner Nanko voting nay.
- A motion was made by Commissioner Nanko, seconded by Commissioner Iamonico, to appoint Dr. Steven Fayer, M.D. as the department psychologist at a fee of \$850 an exam for the year 2026. The motion carried.
- A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to designate the Westchester County Department of Community Mental Health as the Employee Assistance Program provider. The motion carried.
- A motion was made by Commissioner Iamonico, seconded by Commissioner Nanko, to designate The Journal News as the official newspaper of the district for all legal notices and other official communications of the Hartsdale Fire District. The motion carried.
- A motion was made by Commissioner Nanko, seconded by Commissioner Iamonico, to designate the second Tuesday of every month, with the exception of August, as the Regular Monthly Meeting night. The motion carried.
- A motion was made by Commissioner Iamonico, seconded by Commissioner Nanko, to designate 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. The motion carried.
- A motion was made by Commissioner Nanko, seconded by Commissioner Iamonico, to appoint the proposed 2026 Committees: Administrative Policy & Procedures Committee, Standard Operating Procedures/Guides Committee, Health, Safety and Welfare/Negotiating Committee, Master Plan Committee, Facilities and Apparatus Committee, Community and Government Relations Committee, & Monthly Fiscal Review Committee. During discussion, Commissioner Muldoon requested that the matter be tabled for further discussion. The Board agreed to postpone the appointments to the next regular meeting.
- A motion was made by Commissioner Nanko, seconded by Commissioner Iamonico, to approve 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
- A motion was made by Commissioner Iamonico, seconded by Commissioner Muldoon, to designate District Secretary Kane as the Record Access Officer for the Fire District for 2026, and to require all officers, employees, and agents to promptly provide any requested records to the Records Access Officer for FOIL compliance. The motion carried.
 - A motion was made by Commissioner Muldoon, seconded by Commissioner Iamonico, to designate Kornfeld, Rew, Newman & Simeone, Esqs. as the District Appeals Officer for 2026. The motion carried.
 - A motion was made by Commissioner Muldoon, seconded by Commissioner Nanko, to designate BST & Co., CPA, LLP as Auditor to perform audit services for 2026. The motion carried.

8. AUTHORIZATIONS

- A motion was made by Commissioner Muldoon, seconded by Commissioner Nanko, to authorize Treasurer Barahona 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. The motion carried.
- A motion was made by Commissioner Muldoon, seconded by Commissioner Nanko, to authorize 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. The motion carried.
- A motion was made by Commissioner Nanko, seconded by Commissioner Muldoon, to approve 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
The motion carried.

9. REVIEW AND AFFIRMATION OF DISTRICT LEASES AND CONTRACTS

- A motion was made by Commissioner Iamonico, seconded by Commissioner Nanko, affirming 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

The motion carried.

10. REVIEW AND AFFIRMATION OF DISTRICT POLICIES

- A motion was made by Commissioner Iamonico, seconded by Commissioner Nanko, affirming 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

The motion carried.

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
- A motion was made by Commissioner Iamónico, seconded by Commissioner Nanko, to adopt the 2026 Goals, Objectives, and Initiatives of the Board for 2026 as presented. During discussion, Commissioner Muldoon stated that he was in favor of adopting the Goals, Objectives, and Initiatives, but wished to receive clarification on several items and noted that some areas had not yet been fully developed. The motion carried.

12. ADJOURNMENT

- A motion was made by Chairperson Vallarelli, seconded by Commissioner Iamónico, to adjourn the Annual Organizational meeting. The motion carried. The meeting was adjourned at 8:05 p.m.

Minutes were prepared and submitted by:

Christine K. Kane
Fire District Secretary