NEW CASTLE FIRE DISTRICT No. 1
Est. 1925

Board of Fire Commissioners
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BOARD OF FIRE COMMISSIONERS
NEW CASTLE FIRE DISTRICT NO. 1
P.O. Box 64
Chappaqua, New York 10514 www.ncfd1.org

The Regular Monthly Meeting of the Board of Fire Commissioners of New Castle Fire District No. 1 was held at 491 King Street, Chappaqua, New York on the 19th of February, 2025 commencing at 6:30pm. The Meeting was videotaped by the New Castle Community Media Center ("NCCMC") and is available for viewing on the NCCMC website (NCCMC.com) or on NCFD1.org.

Present
Dwight Smith, Chairman
Edwin Frank, Commissioner
Charles Rauch, Commissioner
Michael Soldo, Commissioner
Nancy Zezze, Commissioner

Also Present
Christine Dennett, Secretary
Katy White, Treasurer

Absent

Pledge of Allegiance

Commissioner Soldo led the *Pledge of Allegiance* and the Board held a moment of silence for all the deceased members.

Correspondence

- None

Chief's Report:

- The sale of the old Chief's vehicle was discussed.
- 143 and 146 need repairs.
- An update on the policies was requested.
- The Department is hosting the Chief's meeting on March 17th.

Upon motion by Commissioner Rauch, seconded by Commissioner Zezze, the Board voted unanimously to accept the Chief's Report with a vote of 5-0.

Approval of Meeting Minutes:

Upon motion by Commissioner Soldo, seconded by Commissioner Frank, with a no vote from Commissioner Zezze, the Board voted unanimously to approve the minutes of the January 15, 2025 Regular Meeting with a vote of 4-1.

The January 29, 2025 Special Meeting minutes were tabled.

Upon motion by Commissioner Zezze, seconded by Commissioner Rauch, the Board voted unanimously to approve the minutes of the February 10, 2025 OACM Special Meeting with a vote of 5-0 as amended to include the two change orders.

Treasurer's Report:

- General discussion regarding bill paying.
- Check registers for General in the amount of $52,699.85 and Capital in the amount of $1,291,588.51 were presented.

Upon motion by Commissioner Soldo, seconded by Commissioner Frank, the Board voted unanimously to approve the Treasurer's Report with a vote of 5-0.

Committee Reports:

Chairman Smith:

a) Trucks

- Engine 146 was serviced and the springs need to be replaced. It has a faulty charger and the outlets are corroding badly.
- 143 will reach out to the vendor.
- Utility 206 will be surplused and sold either by online auction or to an interested party.

b) Communications

- New radios were ordered and will arrive in a few weeks.
- Spare batteries were received.
- Will reach out to siren vendor so it is capable of operating on the new frequency when it's reinstalled post construction.

c) Modernization Project

- Report with Commissioner Frank below.

Commissioner Frank:

a) Technology

- Met with Scarsdale Technology and made some repairs. Software upgrades, a system replacement and substation for the Chief's viewing need to be considered.

The Board had general discussion regarding giving the Chiefs access to the camera system. It was agreed they should have access in the main room and the vendor will be reached out to.

b) Engineering/Building – no report
c) Projects –

- Cold weather and high winds have caused delays and knocked over the safety fence.
- Steel delivery is scheduled for March 3rd.
- Underground plumbing and electrical work will begin soon.

The Board had general discussion regarding notifying the neighbors.

Commissioner Rauch

a) Technology – no report.
b) House

- The kitchen is being cleaned out including the grease trap.
- A less expensive vendor expressed interest in cleaning monthly which would include supplies.
- Robison is still working on heat repair. Bill won't be paid until they fix it and a new pump is installed correctly.
- Fazzinga will repair the leak in the roof by the stairway.

c) Fire Department Liaison – no report.

Commissioner Soldo

a) Uniforms/Turnout Gear

- 41 air packs were serviced.
- 10 sets of turnout gear are set to ship on February 28th.
- The Chief wants to rent four sets for Firefighter 1 training purposes.
- A stabilizer plate for the hurst tool was ordered.
- An annual maintenance for the hurst tools was set up.

b) Town Liaisons – no report.
c) Legal and Contract Review – no report.

Commissioner Zezze

d) Insurance

- NYS Insurance Fund conducted a site inspection and will do another in six months.
- The online training resource will have some costs associated and courses will be assigned by the Chiefs.

e) House

- Broken window in the kitchen. Working to get it repaired.

f) Medical/Physicals – no report.
g) Legal and Contract Review – Mount Pleasant Fire Protection and Hydrant contracts will be reviewed.
h) Fire Department Liaison

- The Chief has requested an increase to the LOSAP and Cancer Policy.

Old Business:

a) District Policies Discussion

The Board discussed outstanding policies including Workplace Violence, Firearms, Procurement and Investment Policies.

Upon motion by Commissioner Zezze, seconded by Commissioner Rauch, the Board voted unanimously to approve the Firearms Policy with a vote of 5-0 as amended to include language on lock boxes in the Chief's Vehicles not to be used as permanent storage.

Upon motion by Commissioner Zezze, seconded by Commissioner Rauch, the Board voted unanimously to approve the Workplace Violence Policy with a vote of 5-0.

Upon motion by Commissioner Zezze, seconded by Commissioner Soldo, the Board voted unanimously to approve the Records Retention Policy with a vote of 5-0 as amended to include LGS1.

Upon motion by Commissioner Zezze, seconded by Commissioner Rauch, the Board voted unanimously to approve the Procurement Policy with a vote of 5-0 to mirror the Town's limits.

Upon motion by Commissioner Zezze, seconded by Commissioner Rauch, the Board voted unanimously to approve the Investment Policy with a vote of 5-0 as amended.

Commissioner Zezze will send the policies to the Chief and Secretary and full packet will be compiled, distributed and posted.

b) Project Update – discussed earlier.
c) Rear Parking Lights

- The intensity was dimmed.

New Business:

a) Change Orders (if necessary) – tabled.
b) File Cabinets will be purchased for files.

The Board had general discussion regarding digitizing the files and the potential to apply for a grant.

c) Resolution to Participate in Volunteer Firefighter Stipend Program

Upon motion by Commissioner Zezze, seconded by Commissioner Soldo, the Board voted unanimously to approve the following resolution:

RESOLUTION AUTHORIZING
NEW CASTLE FIRE DISTRICT NO.1
ELIGIBLE VOLUNTEER FIREFIGHTERS of the
CHAPPAQUA VOLUNTEER FIRE DEPARATMENT
TO PARTICIPATE in the STATE FIRE TRAINING STIPEND PROGRAM

WHEREAS, the Board of Fire Commissioners for New Castle Fire District No. 1, acknowledges the efforts put forth by the Volunteer Firefighters of the Chappaqua Fire Department to complete certain training courses identified by the Office of Fire Prevention and Control (OFPC);

WHEREAS, the Board of Fire Commissioners for New Castle Fire District No. 1, acknowledges the benefits provided to the membership and District residents to enact the implementation of the NYS and locally funded training stipends for Volunteer Firefighters;

AS FOLLOWS,

Purpose: Implementation of payment of a training stipend to eligible CFD Volunteer Firefighters for the completion of certain NYS training courses. The OFPC is authorized to administer and award training stipends to Volunteer Firefighters for completion of certain NYS Firefighter training, subject to available NYS funding. In addition, the District is authorized to pay a Volunteer Firefighter a training stipend, subject to available funding, for the completion of certain NYS courses as identified by the OFPC.

Administrative Authority: The Chief(s) shall have oversite as to whom is eligible for NYS courses and will be tasked with the responsibility of ensuring the NYS course completion certification is received before any NYS or Local Fire Training Stipend is processed. The Chief(s) will also be responsible for all Training Stipend records as set forth in NYS General Municipal Law, Section 200-aa(6); Executive Law, section 709(2)(n). In addition, the District is tasked with an annual review of this Resolution to ensure compliance with the Training Stipend for Volunteer Firefighters – State Administrative Procedure Act, requirements of OFPC and DHSES

State Fire Training Stipend with corresponding amount is as follows and is retro-active to August 31, 2023.

First time completions of the following courses or course equivalency as determined by OFPC will be eligible for a State Fire Training stipend for course completions on or after August 31, 2023:

- 2021 BASIC EXTERIOR FIREFIGHTING OPERATIONS W/HMFRO (01-05-0101)
- 2021 SCBA/INTERIOR FIREFIGHTING OPERATIONS-FF1 (01-05-0102)
- 2021 BEFO W/HMFRO (BLENDED LEARNING) (01-05-0103)
- 2021 BEFO-SCBA/IFO-FF1 (BLENDED LEARNING) (01-05-0104)
- FIRE OFFICER I (NFPA 1021-2020 ED.) w/FSTFAC (01-11-0176)
- FIRE OFFICER I – SUPERVISING FIRE OFFICER MODULE SERIES (01-11-0154)

The stipend amount that will be paid to the Volunteer Firefighter by OFPC is: **$750.00**

For the following courses:

o 2021 BASIC EXTERIOR FIREFIGHTING OPERATIONS W/HMFRO (01-05-0101) or
o 2021 BEFO W/HMFRO (BLENDED LEARNING) (01-05-0103)

The stipend amount that will be paid to the Volunteer Firefighter by OFPC is: **$1250.00**
For the following course:

o 2021 SCBA/INTERIOR FIREFIGHTING OPERATIONS-FF1 (01-05-0102)

The stipend amount that will be paid to the Volunteer Firefighter by OFPC is **$1000.00**
For the following courses:

o FIRE OFFICER I (NFPA 1021-2020 ED.) w/FSTFAC (01-11-0176) or
o FIRE OFFICER I – SUPERVISING FIRE OFFICER MODULE SERIES (01-11-0154)

The stipend amount that will be paid to the Volunteer Firefighter by OFPC is **$2000.00**
For the following course:

o 2021 BEFO-SCBA/IFO-FF1 (BLENDED LEARNING) (01-05-0104)

ADDITIONAL CRITERIA:

1. State Fire Training Stipends are limited to a first-time completion of a qualifying course.
    - Repeating a course or subsequently taking an equivalent course does not qualify for a State Fire Training Stipend.
2. The qualifying course must have been completed on or after August 31, 2023.
3. Any Volunteer Firefighter that receives a Local Fire Training Stipend* cannot receive a State Fire Training Stipend for the same or equivalent course.
4. Stipends will be disbursed on a first come, first serve basis, as determined by OFPC.
5. All course equivalents must be reviewed and approved through OFPC's equivalency process prior to submission of a stipend application and be entered as a completion on the students training record.
6. Submitting an application does not create a right or entitlement to the receipt of a Training Stipend.
7. Awards of State Fire Training Stipends are subject to the availability of allocated funds.

IN ADDITION: The New Castle Fire District No. 1 resolves to authorize a local (District) training stipend* program, pursuant to GML 200-aa, for those Volunteer Firefighters meeting the criteria as determined by the Chief(s) and satisfactorily completing the New York State course and obtaining a New York State Certification. Stipends will not be issued for courses where a New York State Certification is NOT issued.

Public Comment:

There were no public comments.

Future Dates:

A Project Special Meeting is scheduled for Monday, March 10, 2025 at 6:00pm. The next Regular Meeting is tentatively scheduled for Wednesday, March 19, 2025 at 6:30pm. Email any questions and concerns for the Board's consideration for any meeting to BOFC@NCFD1.org.

Adjournment:

Upon motion by Commissioner Soldo, seconded by Commissioner Frank, the Board voted unanimously to adjourn the regular meeting at 8:37pm.

Respectfully submitted,
Christine Dennett
Fire District Secretary