

# MINUTES

## Regular Meeting of the Eastchester Board of Fire Commissioners

Location: Fire Headquarters - 255 Main Street, Eastchester, NY 10709

(Thursday, January 14, 2024)

### Board Members Present:

Commissioner Paul Carlo  
Commissioner Anthony J. Lore, Sr.  
Commissioner Tony Cerasi

### Board Members Absent:

Commissioner Brian E. Keating  
Commissioner Paul M. Ranellone

### In Attendance:

Chief Brian Tween  
Treasurer Jamie Hedstrom  
Secretary Marissa "Isang" Smith

1. **Salute to the Flag**
2. **Call to Order**

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#### Action: 2.1 - Meeting called to order

The meeting was called to order at 7:05 PM by Chief Brian Tween.

#### Action 2.2 - Welcome Re-elected Fire Commissioner Paul J. Carlo (2024 - 2028)

Chief Tween welcomed re-elected Fire Commissioner Paul J. Carlo (2024-2028), sharing he looked forward to working with him. Chief Tween asked the Board to make a motion to enter Executive Session. Commr. Carlo made the motion, Commr. Lore seconded. Unanimously passed. The Board entered into Executive Session at 7:10 PM

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3. **Executive Session** - The Board exited executive session at 7:27 PM.
  4. **Chief Tween**
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4.1 - Motion to discuss the selection of a Chairman for the Board of Fire Commissioners for 2024. Motion by Commr. Cerasi, seconded by Commr. Lore. Discussion took place.

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**5. Chairman - 2024**

**Action 5.1 - Appointment of Chairman - 2024**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Commissioner Paul J. Carlo as Chairman of the Board of Fire Commissioners for 2024.

Motion by Commr. Lore, seconded by Commr. Cerasi

Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo

Final Resolution: Motion Passed

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**6. Deputy Chairman - 2024**

**Action 6.1 - Appointment of Deputy Chairman - 2024**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Commr. Paul Ranellone as Deputy Chairman of the Board of Fire Commissioners for 2024.

Motion by Chairman Carlo, seconded by Commr. Cerasi

Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo

Final Resolution: Motion Passed

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**7. Board Member Committees - 2024**

**Action 7.1 - Appointment of Health and Safety Meeting Board Rep**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Commr. Ranellone as Health and Safety Committee Meeting Board Representative(s) for 2024

Motion by Chairman Carlo, seconded by Commr. Lore

Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo

Final Resolution: Motion Passed

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**8. Action 8.1 - Appointment of Fire District Treasurer**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Jamie Hedstrom, CPA, MST to the position of Fire District Treasurer of Eastchester Fire District until December 31, 2024, at the rate of \$92.00 per hour.

The position also has:

- Pension eligibility: Yes
- Health Care Insurance: as required by per law, NYSHIP rules & requirements
- Holidays: unpaid
- Sick Leave: as required by law
- Sick Leave Incentive: NONE

- Hours: varied / estimated to be 20 hours per week
  - Longevity: None
  - Personal days: None
  - Vacation: 4 weeks paid @ 20 hours per week
- Overtime: As required by law

Motion by Chairman Carlo, seconded by Commr. Lore  
 Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo  
 Final Resolution: Motion Passed

**9. Action 9.1 - Appointment of Secretary to EBOFC**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Marissa “Isang” Smith to the position of Secretary to the Board of Fire Commissioners of Eastchester Fire District until December 31, 2024, at a salary of \$76,000.

The position also has:

- Participation in NYSLRS- required
- Health insurance per board policy with 10% premium contribution
- Vacation:
  - Upon hire- 2 weeks,
  - Upon anniversary of 3 years- 3 weeks, and
  - Upon anniversary of 4 years- 4 weeks
- 8 days of paid sick leave
- 8 holidays and (1) floater holiday per board policy
- Three (3) personal days
- Position is eligible for dental coverage provided by an IAFF L-916 Dental Plan
- Optical- none
- Bereavement- none
- Sick leave incentive- none
- FMLA/PFL- FMLA as required by law
- Educational Reimbursement- none

Motion by Chairman Carlo, seconded by Commr. Cerasi  
 Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo  
 Final Resolution: Motion Passed

**10. Action 10.1 - Appointment of FOIL Officer**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Marissa “Isang” Smith as Freedom Of Information Law Officer of Eastchester Fire District until December 31, 2024

Motion by Chairman Carlo, seconded by Commr. Cerasi  
 Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo  
 Final Resolution: Motion Passed

**11. Action 11.1 - Appointment of FOIL Appeal Officer**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Chief Brian Tween as Freedom Of Information Law Appeals Officer of Eastchester Fire District until December 31, 2024.

Motion by Chairman Carlo, seconded by Commr. Cerasi

Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo

Final Resolution: Motion Passed

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**12. Action 12.1 - Appointment of Fire District Counsel**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Coughlin & Gerhart, LLP, 99 Corporate Drive, Binghamton, NY 13902-2039 as Fire District Counsel of Eastchester Fire District until December 31, 2024.

Motion by Chairman Carlo, seconded by Commr. Lore

Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo

Final Resolution: Motion Passed

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**13. Action 13.1 - Appointment of Fire District Ethics Counsel**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Steven Sledzik, Esq. of Morrison Law Firm, P.C. 445 Hamilton Ave, Suite 505, White Plains, NY 10601 as Fire District Ethics Counsel of Eastchester Fire District until December 31, 2024.

Motion by Chairman Carlo, seconded by Commr. Cerasi

Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo

Final Resolution: Motion Passed

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**14. 14.1 - Appointment of Fire District Auditor**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints BST & Co. CPAs, LLP, 26 Computer Dr. W, Albany, NY 12205, as Fire District Auditor of Eastchester Fire District until December 31, 2024.

Motion by Chairman Carlo, seconded by Commr. Lore

Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo

Final Resolution: Motion Passed

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**15. 15.1 - Appointment of Fire District Physician**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Dr. Shikha Goyal of White Plains Urgent Care at 294 Tarrytown Road, White Plains, NY 10607, as Fire District Physician of Eastchester Fire District until December 31, 2024.

Motion by Chairman Carlo, seconded by Commr. Cerasi

Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo

Final Resolution: Motion Passed

**16. 16.1 - Appointment of Fire District Chaplains**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Rev. Carl Maiello from the Good Shepherd Church, Fr. Anthony Sorgie from the Immaculate Conception Church, Rabbi Sruli Dietsch from Chabad of Bronxville, Monsignor Luke Sweeney, Pastor of Immaculate Heart of Mary Church and Reverend Dr. Matthew Waterstone of the Reformed Church of Bronxville as Fire District Chaplains of Eastchester Fire District until December 31, 2024.

Motion by Chairman Carlo, seconded by Commr. Lore  
Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo  
Final Resolution: Motion Passed

**17. 17.1 - Appointment of Fire District Insurance Agent**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, 2 Westchester Park Drive, White Plains, NY as Fire District Insurance Agent of Eastchester Fire District until December 31, 2024.

Motion by Chairman Carlo, seconded by Commr. Lore  
Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo  
Final Resolution: Motion Passed

**18. 18.1 - Appointment of Official Newspaper for Legal Notice**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints The Journal News as Official Newspaper for Legal Notice of Eastchester Fire District until December 31, 2024.

Motion by Chairman Carlo, seconded by Commr. Cerasi  
Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo  
Final Resolution: Motion Passed

**19. 19.1 - Appointment of Fire District Depository**

BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints JP Morgan Chase and the Federal Reserve Treasury Direct Account as Fire District Depositories of Eastchester Fire District until December 31, 2024.

Motion by Chairman Carlo, seconded by Commr. Cerasi  
Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo  
Final Resolution: Motion Passed

**20. 20.1 - Affirm Workplace Violence Policy**

Chairman Carlo affirmed that the Eastchester Board of Fire Commissioners hereby affirms that the contact person for receiving any complaints in 2024 will be Chief Brian Tween and/or the Fire Board Chairman. Copies of said policies should be posted in each firehouse.

Motion by Chairman Carlo, seconded by Commr. Cerasi  
Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo  
Final Resolution: Motion Passed

**21. 21.1 - Affirm Fire District Code of Ethics**

Chairman Carlo affirmed that the Eastchester Board of Fire Commissioners hereby affirms that the Code of Ethics of the Fire District (rev. 2019) has been distributed to all Board members, the Fire District Treasurer, the Secretary to the Board of Fire Commissioners and Fire Chief; a certification will follow to all for confirmation. The Board instructed the Chief to have copies posted in each Firehouse.

Motion by Chairman Carlo, seconded by Commr. Lore  
Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo  
Final Resolution: Motion Passed

**22. 22.1 - EBOFC Meeting Schedule - 2024**

BE IT RESOLVED: That the Board of Fire Commissioners hereby adopts the proposed 2024 Eastchester Board of Fire Commissioners Meeting Schedule, as follows:

- January 11, 2024
- February 8, 2024
- March 14, 2024
- April 11, 2024
- May 9, 2024
- June 13, 2024
- July 11, 2024
- August 8, 2024
- September 12, 2024
- October 15, 2024
- November 14, 2024
- December 12, 2024

Motion by Chairman Carlo, seconded by Commr. Cerasi  
Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo  
Final Resolution: Motion Passed

**23. Pelham Ambulance**

Discussion: Chairman Carlo shared that more information was needed regarding the item, and that it would be tabled until they received more information from Pelham and also pending the opening of Station 4.

**24. 24.1 Action: Hiring - Spring Academy 2024**

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**Subject 24.1 - Hiring - Spring Academy 2024**

Recommended Actions

**HIRING CERT LIST**

- a. BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Treasurer Jamie Hedstrom to request a new hiring local list from Civil Service.
- B. CANVASS**
  - a. BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Secretary Marissa Isang Smith to canvass the hiring certification list for candidates with a score of 100 or above for purposes of sending to the Spring 2024 Academy.
- C. INTERVIEWS**
  - a. BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Secretary Marissa Isang Smith to schedule interviews with the candidates with a score of 100 or above that have passed the CPAT as of December 16, 2023.
- D. CIVIL SERVICE - OPEN ADDITIONAL FF POSITION**
  - a. BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Treasurer Jamie Hedstrom to submit to Civil Service a request to create the position of Firefighter and any other paperwork necessary to create this position effective immediately with a salary as per the existing negotiated CBA.

Motion by Chairman Carlo, seconded by Commr. Cerasi  
Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo  
Final Resolution: Motion Passed

**25. 25.1 - Action: updated Terms and Conditions of Employment - AC Yozzo**

Motion to execute updated employment terms and conditions with provisional Assistant Chief Bruce Yozzo with the following terms:

- Salary effective 1/1/24: \$180,000 plus EMT pay
- Salary effective 1/1/25: \$185,400 plus EMT pay
- Salary effective 1/1/26: \$190,962 plus EMT pay
- Vacation days- 6 weeks of paid vacation per year
- Holidays- 13 paid holidays @ 12 hours each

The remaining terms of employment will be identical to those in AC Yozzo's executed employment offer letter dated January 12, 2023. Said contract must be first approved by Legal Counsel as to form.

Further, this position is provisional, and under Westchester County Civil Service is a competitive position. The terms of employment are dependent upon Provisional AC Yozzo testing and being reachable on the next Civil Service List for the position of Assistant Chief.

Motion by Chairman Carlo, seconded by Commr. Lore

Yes: Commr. Lore, Commr. Cerasi, Commr. Carlo

Final Resolution: Motion Passed

*Notes: Treasurer Jamie Hedstrom confirmed the hiring list is the resident list.*

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**26. Comments from Local 916**

Union President Joseph Costanzo recapped Union activity for 2023. Members responded to just over 4,100 calls, up over 30% over the last 10 years. The Union is excited to hear they are looking to add positions to the active roster, the daily roster. Locals participated in numerous community events including the Eastchester Eggstravaganza, the Tuckahoe Candy Crawl, Eastchester Trunk o Treat, three parades, Eastchester 5k, and the Broken Bow Charity cookoff, which they won. Local 916 donated over \$30,000 to local charities in 2023, including numerous scholarships to numerous students, the local VFW, Tunnel to Towers, Secret Santa and others. Thanks to the generosity of the residents, Local 916 continues to be Westchester's largest toy collection for Toys for Tots. Chairman Carlo asked if they won the football game. UP Costanzo shared they did not participate in the football game this year.

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**27. Comments from the Public**

Anthony Fiore congratulated Commr. Carlo on his reelection and wished everyone a Happy New Year.

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**28. Comments from the Commissioners**

Commr. Lore congratulated Commr. Carlo, wished everyone a Happy New Year and asked them to continue the beautiful work that they do.

Chairman Carlo thanked everyone for the reelection and looks forward to the direction the department is going and working with Local 916. Chairman Carlo is glad Assistant Chief Yozzo is on board and looks forward to the next three years. Motion to adjourn.

**29. Adjournment**

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**Action 29.1 - Motion to Adjourn**

Motion by Chairman Carlo unanimously agreed upon.

The meeting adjourned at 8:38 p.m.