

EASTCHESTER BOARD OF FIRE COMMISSIONERS

REORGANIZATIONAL MEETING

MEETING LOCATION

FIRE HEADQUARTERS - 255 MAIN STREET, EASTCHESTER, NY 10709

TUESDAY - JANUARY 7, 2025

EXECUTIVE SESSION: 7:00 PM

PUBLIC SESSION: 7:20 PM

1. Salute to the Flag

2. Chief Tween - Open Meeting

Subject 2.1 - Meeting Called to Order

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Category Call to Order

Recommended Action The time is ____ PM. The January 7, 2025, Reorganizational Meeting of the Eastchester Board of Fire Commissioners is called to Order.

Subject 2.2 - Welcome Commissioner Luke Yankowski

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action Welcome Commissioner - Luke Yankowski (2025-2029)

3. Executive Session

4. Chief Tween

Subject 4.1 - Discussion for Chairman

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action Motion to discuss the selection of a Chairman for the Board of Fire Commissioners for 2025

5. Chairman - 2025

Subject 5.1 - Appointment of Chairman - 2025

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints _____ as Chairman of the Board of Fire Commissioners for 2025.

6. Deputy Chairman - 2025

Subject 6.1 - Appointment of Deputy Chairman - 2025

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Category Action

Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints _____ as Deputy Chairman of the Board of Fire Commissioners for 2025.

7. Board Member Committees - 2025

Subject 7.1 - Appointment of Health and Safety Meeting Board Rep

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints _____ as Health and Safety Committee Meeting Board Representative(s) for 2025.

8. Fire District Treasurer

Subject 8.1 - Appointment of Fire District Treasurer

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action 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, 2025, at the rate of \$ _____ 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.

9. Secretary to the Board of Fire Commissioners

Subject	9.1 - Appointment of Secretary to EBOFC
Meeting	January 7, 2025 - Reorganizational Meeting EBOFC
Recommended Action	<p>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, 2025, at a salary of \$_____.</p> <p>The position also has:</p> <ul style="list-style-type: none"> • Participation in NYSLRS- required • Health insurance per board policy with 10% premium contribution • Vacation: <ul style="list-style-type: none"> ○ 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

10. FOIL Officer

Subject	10.1 - Appointment of FOIL Officer
Meeting	January 7, 2025 - Reorganizational Meeting EBOFC
Recommended Action	BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints _____ as Freedom Of Information Law Officer of Eastchester Fire District until December 31, 2025.

11. FOIL Appeals Officer

Subject	11.1 - Appointment of FOIL Appeals Officer
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Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints _____ as Freedom Of Information Law Appeals Officer of Eastchester Fire District until December 31, 2025.

12. Fire District Counsel

Subject 12.1 - Appointment of Fire District Counsel

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action 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, 2025.

13. Fire District Ethics Counsel

Subject 13.1 - Appointment of Fire District Ethics Counsel

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action 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, 2025.

14. Fire District Auditor

Subject 14.1 - Appointment of Fire District Auditor

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action 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, 2025.

15. Fire District Physician

Subject 15.1 - Appointment of Fire District Physician

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action 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, 2025.

16. Fire District Chaplains

Subject 16.1 - Appointment of Fire District Chaplains

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action 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, 2025.

17. Fire District Insurance Agent

Subject 17.1 - Appointment of Fire District Insurance Agent

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action 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, 2025.

18. Official Newspaper for Legal Notice

Subject 18.1 - Appointment of Official Newspaper for Legal Notice

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action 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, 2025.

19. Fire District Depository

Subject 19.1 - Appointment of Fire District Depository

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action 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, 2025.

20. Affirm Workplace Violence Policy

Subject 20.1 - Affirm Workplace Violence Policy

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action The Eastchester Board of Fire Commissioners hereby affirms that the contact person for receiving any complaints in 2025 will be Chief Brian Tween and/or the Fire Board Chairman. Copies of said policies should be posted in each firehouse.

21. Affirm Fire District Code of Ethics

Subject 21.1 - Affirm Fire District Code of Ethics

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action 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.

22. EBOFC Meeting Schedule - 2025

Subject 22.1 - EBOFC Meeting Schedule - 2025

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby adopts the proposed 2025 Eastchester Board of Fire Commissioners Meeting Schedule, as follows:

- January 16, 2025
- February 16, 2025
- March 13, 2025
- April 10, 2025
- May 8, 2025
- June 12, 2025

- July 10, 2025
- August 14, 2025
- September 11, 2025
- October 16, 2025
- November 13, 2025
- December 11, 2025

23. Comments from Local 916

Subject **23.1 - Comments from Local 916**

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Category Comments from Local 916

24. Comments from the Public

Subject **24.1 - Comments from the Public**

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Category Comments from the Public

25. Comments from the Commissioners

Subject **25.1 - Comments from the Commissioners**

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Category Comments from the Commissioners

26. Adjournment

Subject **26.1 - Adjourn**

Meeting January 7, 2025 - Reorganizational Meeting EBOFC

Recommended Action Motion to Adjourn

LEGAL NOTICE, PUBLIC MEETING

NOTICE IS HEREBY GIVEN that the Board of Fire Commissioners Of the Fire District of the Town of Eastchester, New York, will hold its PUBLIC REORGANIZATIONAL MEETING on Tuesday, January 7, 2025 at 7:00 P.M. at Fire Headquarters - 255 Main Street, Eastchester, NY 10709

FURTHER NOTICE IS GIVEN: the times and location of the Eastchester Board of Fire Commissioners Regular Monthly Meetings and Special Meetings in 2025 will be duly announced prior to each meeting, and posted to www.EastchesterNYFD.gov

BY ORDER OF THE BOARD OF FIRE COMMISSIONERS

Marissa "Isang" Smith, SECRETARY TO THE BOARD OF FIRE COMMISSIONERS, EASTCHESTER FIRE DISTRICT