



**VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES**  
**WORKSHOP AGENDA**

**MEETING DATE:** SEPTEMBER 27, 2022

**AGENDA ITEM SECTION:** PRESENTATIONS

**AGENDA ITEM NO. :**

**AGENDA ITEM:** EMERGENCY SERVICES BUILDING

**ITEM BACKUP DOCUMENTATION:**

1. MEMORANDUM DATED SEPTEMBER 21, 2022 FROM MR. WILLIAM OSBORN/FIRE CHIEF AND MR. JOSEPH GIULIANO/ASSISTANT FIRE CHIEF TO MAYOR ROSSILLO AND THE BOARD OF TRUSTEES
2. DFFD EMERGENCY SERVICES BUILDING POWERPOINT & BACKUP DOCUMENTS
3. LOTHROP SPACE PLANNING REPORT

# ***Dobbs Ferry Fire Department***

112 Main Street PO Box 95, Dobbs Ferry, NY 10522

**Non-Emergency # 914 693-0310**

**Fax # 914 693-0996**



***Livingston Hose Company #1***

***Ogden Engine Company #1***

***Resolute Hook & Ladder Company #1***

To: Mayor Vincent Rossillo and Board of Trustees

CC: Melissa Ferraro, Village Administrator

From: William Osborn, Fire Chief  
Joseph Giuliano, Assistant Fire Chief

Subject: Emergency Services Facility

Date: September 21, 2022

The Dobbs Ferry Fire Department was organized in 1883, and we have been one hundred percent volunteer since then. We are your neighbors, friends, family and members of the community who have pledged our time and service in order to make life better for all who reside in Dobbs Ferry. We save the taxpayers a substantial amount of money on an annual basis.

When the village put together the 10 year capital plan last year, it was recognized that the Fire Department needed an emergency services facility upgrade. Our current facilities are over 100 years old and were designed to house horse drawn fire suppression carriages. We have done our best to make them work, but the current facilities have outlived modern standards and do not meet current NFPA and OSHA requirements.

The fire service prides itself on planning ahead for emergencies and always being prepared for the future. The time has come for us to start planning so we can continue to effectively and efficiently provide the best fire service possible to this community.

The first step in this process is to find a viable location for this facility. There are not that many centrally located properties left in the village, but there are a few, and we need to act before a developer tries to acquire them.

Over the summer, we took the initiative to make contact with one of these property owners, which is the Stop & Shop lot located at 414 Broadway. They are willing to sit down and talk to the village about us potentially acquiring this property. We understand that there may be other ideas about locations, and we are open to them, but we feel that it is imperative that we move the entire fire department to one location, for operational and response efficiency.

In the future, if the department moves to a hybrid model, starting with paid drivers, a new facility will have to be developed to house them and meet the up to date standards. This facility would need to be built with the future plan of housing fulltime firefighters.

It is our objective and goal to keep this department 100 percent volunteer as long as possible, but we need your help and additional resources to do so. We have come up with many ideas to help the long-term sustainability of the Dobbs Ferry Volunteer Fire Department, but we need this facility in order to do so.

This department is a proud and long serving department whose members have invested a lot of time and effort into this village. We want to properly plan ahead for the long term success and future of this department, so we can continue to provide the level of service that this village requires.

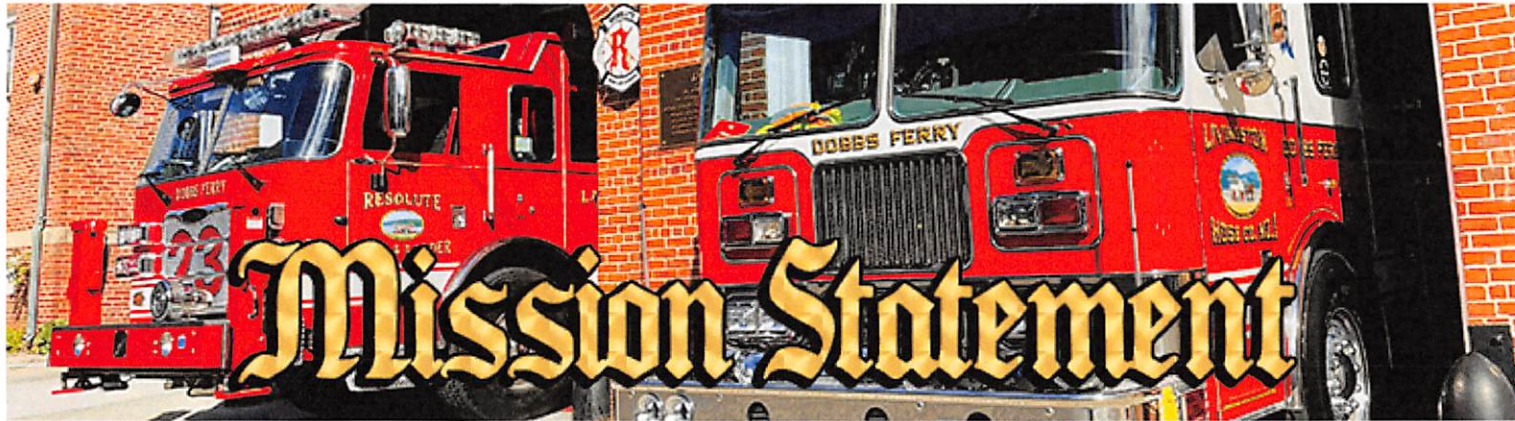
Thank you for your time. Please let us know if you have any questions.



**September 27, 2022**  
**Emergency Services Building, and Department**  
**Evaluation**

**Composed by Chief Osborn and**  
**Assistant Chief Giuliano**





**The Mission of the Dobbs Ferry Fire Department is to protect the lives and property of the residents of our village and surrounding communities, and to effectively and efficiently handle any emergency we are called to.**



# Personnel Evaluation



Livingston Hose Company  
(Main Street)



Ogden Engine Company  
(Ashford Avenue)



Resolute Hook and Ladder  
(Main Street)

- 30 active members
- 15 members are interior certified
- Each year members are required to complete a full physical, a minimum of eight hours of OSHA, an emergency bailout certification, CPR, along with other annual refreshers, and weekly drills, as DFFD responds to approximately 500 calls a year.
- Each new member is required by the state to take a "Firefighter 1" course, which is over 170 hours of training in order to qualify the person as an interior structural firefighter. Along with this class, members usually take many additional courses depending on what they want to specialize in.
- A majority of members are residents who own homes in the village.





# Personnel Evaluation

## Emergency Calls

Year	Number of Calls	Average Attendance per call
2017	510	13.3
2018	533	11.5
2019	501	11.6
2020	427	12.4
2021	444	10.9
2022 (January-August)	300	10.4



# Community Events

In addition to responding to emergencies and training, the members also put in a lot of time for community events, some of which include:

- Running the annual tree lighting followed by hot chocolate and cookies with Santa.
- Executing the annual Santa Run where Santa goes on every street in town, handing out candy.
- Coordinating the yearly 9/11 remembrance ceremonies for the village.
- Participating in the “Gelt Drop” at Waterfront Park for the Shabbat.
- Assisting with the PBA’s “Holiday Hustle” marathon.
- On standby for Fourth of July Fireworks at the waterfront.
- Memorial Day Parade.
- Handing out candy and fire safety material on Halloween.
- Recruitment during the annual Ferry Festa event.
- One of the most important events we do each year is fire prevention. Members go to every school in town with the apparatus, talk about fire safety, and hand out child friendly material.





# Equipment/Apparatus

- The department consists of three engines: one Tower Ladder, one Utility Truck, and three Chief Vehicles.
- The engines are in charge of carrying hose and other tools needed for fire suppression, as well as establishing a water supply. Along with the tasks of being set up for mutual aid, the department has an Assist and Search Team, which is made up of a group of experts who specialize in vehicle extrication.
- The Tower Ladder provides the department with ground ladders and a work bucket which are needed for the buildings in town which are over two stories high. The Tower Ladder is also requested many times by surrounding towns for mutual aid.
- The Utility Truck consists of a full set of hydraulic extrication tools and an onboard generator, along with portable lighting for poorly lit or nighttime incidents.



# Equipment/Apparatus

- In 2017, the Village purchased two engines, and had the Tower Ladder refurbished at a cost of just under two million dollars.
- The reason these trucks were purchased at the same time was because they all reached their 20 year mark during the same time period.
- In planning ahead, the department wants to spread out these future replacements so that we are not incurring a big cost when these trucks reach their 20 year end of life cycle.
- It should be structured so that we are replacing one piece of apparatus every 5 years, instead of replacing them at the same time.





# Fire Stations

We currently have two firehouses - the Main Street location that is shared with the Police Department, Town Hall, Court, Building Department and Administrative Offices, and the Ashford Avenue location.

The Main Street building houses the Tower Ladder and two of the engines.

- There is just one office for all three chiefs, the treasurer, and the secretary.
- There is only one bathroom stall for all members.
- There are not any showers, laundry, gear and locker rooms, meeting rooms or even a radio room.
- There are also not any sleeping quarters (and in times of bad weather or natural disasters, members stay at the station 24/7 to avoid driving in bad conditions).
- Currently, the fire department does not have access to the downstairs, where the kitchen and meeting rooms used to be, due to flooding – which has been an ongoing problem for over ten years. The only viable space is the long hallway, which is currently being used as the police department locker room.

The other firehouse is on Ashford Avenue houses an engine and the Utility Truck. This facility also does not have a radio room, showers, laundry room, locker rooms, nor sleeping quarters.



# Space Planning Report

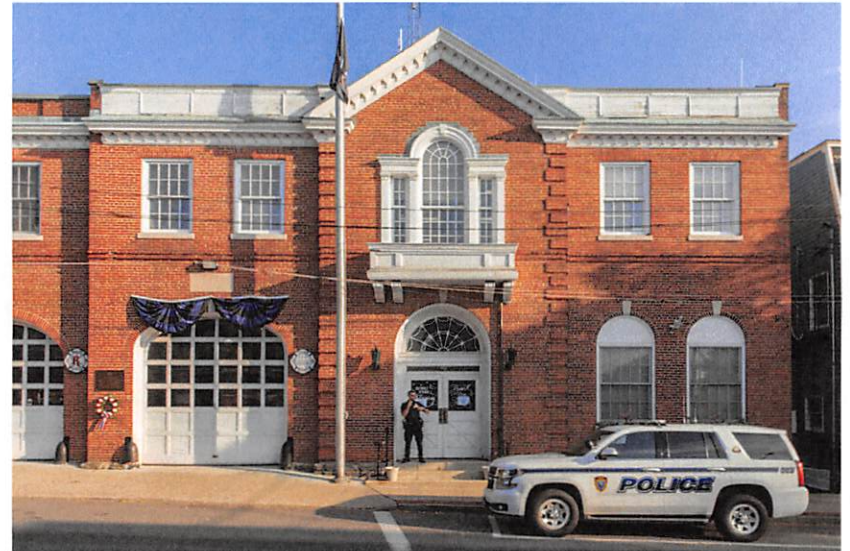
In 2017, Lothrop Associates LLP was hired by the Village to do a space planning report for the Fire Department, along with other village buildings.

Lothrop evaluated every part of the firehouse during their time with us. They documented the current conditions, took measurements, and analyzed our current space vs. what we should have. Some highlights of their findings are listed below.

They stated the existing Firehouse usable space is 4,738 square feet, and the recommendation is that we have a minimum 8,194 square feet. This was back in 2017, and since this report was written, we have actually lost space downstairs due to the deteriorating conditions.

An excerpt from their summary stated the following: **“ The current space is undersized, poorly laid out, does not meet typical fire department space allocation requirements and is not accessible to the handicapped. To provide a state of the art fire department for the Village, we are recommending that a new space be designed. The recommended increase corresponds to an increase in square footage of approximately 180%”**

(The entire Lothrop Report is attached with the backup documents.)





## Cost Comparison and Analysis

The 2022-2023 total operating budget for the Dobbs Ferry Volunteer Fire Department is \$229,750.00, with personnel services being \$18,500 of that amount.

Position	amount
Chief	\$5,000
1 <sup>st</sup> Assistant Chief	\$2,500
2 <sup>nd</sup> Assistant Chief	\$2,500
Training Officer	\$1,500
Mechanic OT	\$7,000
<b>Total Cost</b>	<b>\$18,500</b>

The Fairview, Hartsdale, Greenville, and Scarsdale Fire Departments are full time paid departments that are in our battalion and their costs are as follows,

Department	2022 Personnel Services	2022 Total Budget
Fairview	\$ 7,514,665	\$ 14,088,305
Greenville	\$ 5,824,000	\$10,504,834
Hartsdale	\$6,372,383	\$13,527,633
Scarsdale	\$6,669,733	\$7,379,677



## Planning for the Future

The department is fully volunteer, and has been since our inception in 1883, and we plan on keeping it this way for as long as possible.

In the fire service, we are known for planning ahead, so when an incident happens, we have a plan in place to help us handle the emergency

If the department should ever become a hybrid department, starting with paid drivers, the village will need to have an updated facility to house them and meet NFPA and OSHA standards and regulations.

There are only a handful of properties left in the village that can accommodate a facility that meets the standards and requirements.

The time is now to plan ahead so that we are not pressed for time in the future.





# Goals & Objectives

**Our goal is to be able to obtain a piece of property that can house a new facility that meets current OSHA and NFPA regulations and standards.**

Along with making our response more efficient, which will help us better serve the Village in an emergency, it is our objective to stay 100 percent volunteer as long as possible to avoid tax hikes for the residents.

With the new facility meeting modern day standards and requirements, we want to be prepared for the future so that way if the need arises to have paid staff, the infrastructure is already in place. By creating this facility, we will be able to consolidate the two firehouses into one ,making all personnel response out of one place.

The village will be able to offset some of the cost of the new facility by selling the firehouse located on Ashford Avenue. There will be less wear and tear on the apparatus, due to the fact that we will be able to restructure our responses so that all apparatuses do not need to respond at once.

We are optimistic that the Junior Program, which was recently adopted by the village, will be very successful, as it has been in the past. A new facility will also draw more members to join the volunteer fire department and will open new ways for us to recruit and retain members. A program that has been successful for the Purchase Volunteer Fire Department is their Live in Bunk Program. This program allows people who already are certified as firefighters and go to college in the town, join the department ,and live in the firehouse with certain rules and regulations. This makes them almost full-time volunteers when the school year is in session.



**Thank you for your time.  
Questions?**





DOBBS FERRY FD		Incident Types: All Emergency Incidents Date Range: 1/1/2017-12/31/2017 Location District: All	
Incident Totals by Month of Year			
Month	Count	Cumul.	Average Attend
January	38	38	13.7
February	42	80	15.2
March	33	113	14.6
April	36	149	15.8
May	34	183	12.4
June	44	227	11.8
July	44	271	12.2
August	40	311	13.1
September	53	364	12.9
October	57	421	12.8
November	39	460	13.0
December	50	510	13.2
Total	510	510	13.3

2017

DOBBS FERRY FD		Incident Types: All Emergency Incidents	
Incident Totals by Month of Year		Date Range: 1/1/2018-12/31/2018	
		Location District: All	
Month	Count	Cumul.	Average Attend
January	50	50	11.6
February	33	83	12.6
March	54	137	12.5
April	32	169	13.8
May	48	217	11.7
June	35	252	11.1
July	55	307	9.3
August	38	345	11.7
September	52	397	12.5
October	51	448	10.4
November	43	491	11.0
December	42	533	11.3
Total	533	533	11.5

2018



DOBBS FERRY FD		Incident Types: All Emergency Incidents Date Range: 1/1/2019-12/31/2019 Location District: All	
Incident Totals by Month of Year			
Month	Count	Cumul.	Average Attend
January	38	38	14.4
February	38	76	14.0
March	49	125	9.2
April	28	153	12.0
May	29	182	12.2
June	37	219	10.9
July	43	262	12.6
August	43	305	10.0
September	56	361	12.1
October	54	415	11.2
November	48	463	11.1
December	38	501	10.1
Total	501	501	11.6

2019

DOBBS FERRY FD		Incident Types: All Emergency Incidents Date Range: 1/1/2020-12/31/2020 Location District: All	
Incident Totals by Month of Year			
Month	Count	Cumul.	Average Attend
January	31	31	11.5
February	33	64	11.5
March	33	97	13.8
April	15	112	16.6
May	28	140	16.8
June	30	170	13.3
July	59	229	11.3
August	64	293	10.7
September	32	325	11.1
October	36	361	11.5
November	35	396	11.7
December	31	427	15.6
Total	427	427	12.4

2020



DOBBS FERRY FD		Incident Types: All Emergency Incidents Date Range: 1/1/2021-12/31/2021 Location District: All	
Incident Totals by Month of Year			
Month	Count	Cumul.	Average Attend
January	42	42	13.1
February	42	84	9.1
March	31	115	10.7
April	28	143	11.9
May	27	170	10.4
June	39	209	10.8
July	39	248	10.7
August	45	293	11.5
September	51	344	10.2
October	30	374	10.8
November	37	411	12.0
December	33	444	10.0
Total	444	444	10.9

2021

DOBBS FERRY FD		Incident Types: All Emergency Incidents Date Range: 1/1/2022-8/31/2022 Location District: All	
Incident Totals by Month of Year			
Month	Count	Cumul.	Average Attend
January	38	38	10.3
February	37	75	11.4
March	40	115	12.1
April	28	143	10.2
May	38	181	11.5
June	33	214	10.3
July	37	251	9.6
August	49	300	8.5
September	0	300	
October	0	300	
November	0	300	
December	0	300	
Total	300	300	10.4

2022

JAN - AUG



Fairview Fire District Adopted Budget 2022  
Appropriation Schedule

		<u>2021 Budget</u>	<u>2022 Budget</u>	<u>Increase/Decrease</u>
Salaries	A100	7,297,871.00	7,514,685.68	216,794.68
Equipment	A200	33,000.00	15,000.00	(18,000.00)
Contractual ( A)	A400	830,585.00	780,085.00	(50,500.00)
State Retirement	A628	1,941,805.00	2,168,144.00	226,339.00
Social Security	A633	567,815.00	582,010.38	14,195.38
NY Metropolitan Trans Tax	A633	20,000.00	20,000.00	-
Medical Insurance	A636	2,460,868.00	2,250,000.00	(210,868.00)
Worker's Compensation Insurance	A636	372,000.00	340,000.00	(32,000.00)
Disability Insurance	A636	2,400.00	2,400.00	-
Life Insurance	A636	36,000.00	36,000.00	-
General Liability, Fire et al	A636	63,000.00	70,000.00	7,000.00
Interest on Notes	A681	18,000.00	10,000.00	(8,000.00)
Certiorari	A880	200,000.00	300,000.00	100,000.00
		<u>13,843,344.00</u>	<u>14,088,305.06</u>	244,961.06

<u>Contractual (A)</u>		
Auditors		18,500.00
Attorney		55,000.00
Med Exams		18,000.00
Uniforms		34,860.00
Apparatus		388,875.00
House and Grounds		184,550.00
Training		69,000.00
Inspection dinner		1,500.00
<u>TOTAL</u>		<u>780,085.00</u>

Estimated Fund Balance	<u>3,342,267.00</u>
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**GREENVILLE FIRE DISTRICT**  
**SUMMARY OF BUDGET**

DESCRIPTION		Adopted 2020 Budget	Adopted 2021 Budget	Proposed 2022 Budget	2021-2022 INCREASE (Decrease)
Appropriations		\$10,164,734	10,267,884	10,504,834	\$ 236,950
Less: Estimated Revenues		372,172	475,322	521,795	46,473
Amount to be Raised by Property Tax		\$ 9,792,562	\$9,792,562	\$9,983,039	\$190,477
Assessed Valuation		\$2,655,549,709	\$2,646,570,688	\$2,646,570,688	\$ -
Tax rate		\$3.6876	\$3.7001	\$3.7721	\$0.0720
PERSONAL SERVICES	A100	\$5,720,000	\$5,720,000	\$5,824,000	\$104,000
PROFESSIONAL SERVICES	A101	\$100,000	\$100,000	\$100,000	\$0
APPARATUS/EQUIPMENT	A200	\$61,800	\$61,800	\$61,800	\$0
CAPITAL EQUIPMENT RESERVE	A200A	\$175,000	\$175,000	\$175,000	\$0
CONTRACTUAL	A400	\$340,505	\$340,505	\$440,505	\$100,000
HYDRANT RENTAL	A601	\$500	\$500	\$500	\$0
STATE RETIREMENT	A628,629	\$1,267,000	\$1,367,000	\$1,392,000	\$25,000
WORKERS COMPENSATION	A630	\$300,000	\$300,000	\$300,000	\$0
SOCIAL SECURITY	A633	\$348,400	\$354,250	\$364,000	\$9,750
MTA TAX	A634	\$19,760	\$19,760	\$19,760	\$0
HEALTH/MEDICAL	A636	\$1,608,000	\$1,608,000	\$1,608,000	\$0
OTHER INSURANCE	A638	\$79,500	\$79,500	\$79,500	\$0
INTEREST ON BOND	A680	\$39,269	\$36,569	\$34,769	(\$1,800)
PRINCIPAL ON BOND	A670	\$90,000	\$90,000	\$90,000	\$0
NOTE INTEREST	A681	\$15,000	\$15,000	\$15,000	\$0
<b>TOTAL BUDGET</b>		<b>\$10,164,734</b>	<b>\$10,267,884</b>	<b>\$10,504,834</b>	<b>\$236,950</b>
Other Income		\$61,000	\$61,000	\$61,000	\$0
Interest Income		\$10,795	\$10,795	\$10,795	\$0
Appropriated Fund Balance		\$300,377	\$403,527	\$450,000	\$46,473
Total Estimated Revenues		\$372,172	\$475,322	\$521,795	\$46,473

## **BUDGET 2022**

The Board conducted a detailed item-by-item review of the 2022 budget presented by the Budget Committee. Motion made by Commissioner Muldoon, seconded by Commissioner Stanley that the budget be approved. The budget is to be submitted to the Town of Greenburgh.

## **BUDGET 2022**

### **HARTSDALE FIRE DISTRICT 2022 BUDGET RECOMMENDATION**

Total Personnel Services	\$ 6,372,383
Equipment	
Contractual and Other Expenses	1,568,506
Hydrant Testing	2,500
Fire Department or Company Services	
Fire Protection	
Judgments and Claims	
State Retirement System	1,797,915
Worker's Compensation	220,000
Social Security	475,000
MTA Commuter Tax	21,666
Medical, Hospital	2,127,000
Blanket Accident Insurance	75,000
Supp. Benefit Payments to Disabled Firemen	
Unemployment Insurance	
Interest on Bonds	62,663
Interest on Notes	10,000
Redemption of Bonds	515,000
Redemption of Notes	
Transfer to Capital Equipment Fund	280,000
Transfer to Reserve Fund	
Total Appropriations	\$13,527,633
Less:	
Estimated Revenues	113,000
Estimated Unexpended Balance	600,000
Estimated COBRA or Reimbursement of Medical	6,792
Total Estimated Revenues and Unexpended Balance	719,792
To be Raised by Real Property Taxes	\$12,807,841



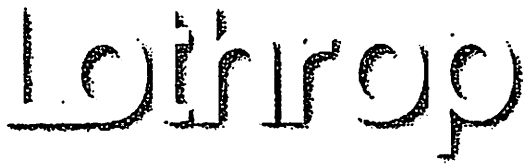
**Village of Scarsdale**  
**General Fund Summary for Fiscal Year 2020-2021**  
**at 4/26/2022**

<b>Account Number</b>	<b>Account Description</b>	<b>Actual 2019-2020</b>	<b>Actual 2020-2021</b>	<b>2021-2022 Adopted Budget</b>	<b>Percent</b>	<b>2021-2022 Year End Projection</b>	<b>2022-2023 Adopted Budget</b>
<b>Fire - Summary by Expenditure Group</b>							
	Personnel	6,139,137	6,207,559	6,361,920	10.6%	6,724,500	6,669,733
	Equipment	57,735	16,770	64,000	0.1%	107,000	287,813
	Contractual	287,288	308,350	362,848	0.6%	451,848	422,131
	<b>Total Fire</b>	<b>6,484,159</b>	<b>6,532,679</b>	<b>6,788,768</b>	<b>11.3%</b>	<b>7,283,348</b>	<b>7,379,677</b>
<b>Fire - Summary by Division Code</b>							
	Administration	293,236	279,116	306,356	-	322,800	336,208
	Records	68,124	65,069	71,815	-	72,300	75,217
	Scheduling	158,899	151,459	162,497	-	162,500	147,104
	Suppression	5,674,652	5,741,461	5,859,321	-	6,367,500	6,376,418
	Training	214,981	199,352	269,031	-	238,500	292,099
	FireVolunteers	74,267	96,221	119,748	-	119,748	152,631
	<b>Total Fire</b>	<b>6,484,159</b>	<b>6,532,679</b>	<b>6,788,768</b>	<b>11.3%</b>	<b>7,283,348</b>	<b>7,379,677</b>

# Lotthrop

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**WRITTEN PROGRAM  
and  
SPACE PLANNING RECOMMENDATIONS  
for the  
DOBBS FERRY FIRE DEPARTMENT  
(RESOLUTE LADDER and LIVINGSTON HOSE)**



On September 15, 2017, James Lothrop and Robert Gabalski from Lothrop Associates <sup>LLP</sup> met with Chief Christopher Denike of the Dobbs Ferry Fire Department (DFFD) at the Fire Department Headquarters for Resolute Ladder and Livingston Hose Companies located at 112 Main Street. The purpose of the meeting was to interview DFFD Chief Denike as an initial step in the preparation of a Written Program and Space Planning Recommendations for the Fire Department Companies occupying Village Hall located on Main Street. This Program and these Recommendations satisfy the requirements of Supplemental Services B in the Agreement AIA Document B102 - 2007 Standard Form of Agreement between the Village of Dobbs Ferry (Owner) and Lothrop Associates <sup>LLP</sup> (Architect) dated May 30, 2017.

Our meeting with Chief Denike and Ed Marron began with a tour of the existing Resolute Ladder and Livingston Hose Company spaces during which functions of existing spaces were identified. Functional and spatial inadequacies were identified for all existing spaces during the tour. Our visit culminated in a sit down meeting with Chief Denike and Ed Marron during which we discussed spatial needs in greater detail. This discussion provided us with an in depth understanding of a) the current space allocations, b) functions that take place throughout the fire department, and c) the shortcomings of the existing fire department spaces. The following table is a comparison of existing and proposed space sizes. Currently, the Fire Department is comprised of the following personnel:

**Resolute Ladder**

1. Head Chief (1): Chris Denike
2. Captain (1)
3. Lieutenants (2)
4. Chairman (1)
5. Secretary (1)
6. Treasurer (1)
7. Members (36+/-); 35 male, 1 female
8. Total: 43

**Livingston Hose**

- 1st Assistant Chief (1): Ed Marron
- Captain (1)
- Lieutenants (2)
- Chairman (1)
- Secretary (1)
- Treasurer (1)
- Members (30+/-); all male
- Total: 37

**Fire Department**

The Fire Department for the Village of Dobbs Ferry is comprised of the following personnel:

1. Board of Wardens
  - a. All Chiefs (3); includes Chief at Ogden Hose
  - b. Two Representatives from each Company (6)
  - c. Secretary (1)
  - d. Treasurer (1)
  - e. Total: (11)



# Lotthrop

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The Board of Wardens meets one time per month. Meetings include discussions about Purchase Orders, Drill Schedule, Supply requirements, and equipment status update and repair or replacement requirements.

Inventory of existing Apparatus, Equipment, Supplies, Departmental Accommodations and Operational Functions is as follows:

1. Trucks
  - a. Resolute Ladder:
    - i. Existing Ladder Truck 45 feet long by 8 feet 6 inches wide (c. 1991)
    - ii. Note: A new truck is being purchased and needs to be accommodated in the Fire House. The new truck is 50 - 60 feet long with stored ladder extension. The new ladder truck is heavier than the existing ladder truck; structural accommodations to support the new truck are not included in this assessment and programming effort as those accommodations are being handled under separate contract by Others.
  - b. Livingston Hose:
    - i. Pumper 30 feet long by 8 feet wide (c. 1983)
    - ii. Pumper 32 feet long by 8 feet wide (c. 1999)
2. Turnout Gear
  - a. Hangs on wall hooks in truck bay in "ready to don and go" fashion
  - b. Resolute Ladder: Portable (roll-around) wire gear racks with hooks accommodate all gear for all members
  - c. Livingston Hose: Wall hooks accommodate all gear for all members
3. Hoses
  - a. Stored in trucks in "ready to go" condition
  - b. Cleaned and dried in truck bays
4. Supplies (stored in supply room behind Pumper Bay)
  - a. Hand Tools
  - b. Foam (fire extinguishing foam)
  - c. Air Pack (oxygen tanks) - refilled at Ogden Hose
  - d. Self Contained Breathing Apparatus (SCBA) - mounted in trucks and cars
    - i. One (1) dozen of these need storage space in the fire house (Scott Cylinders)
    - ii. Currently stored in 2-3 milk crates in the Main Street Fire House
  - e. Hose Rack (1) - 4-6 feet in size
  - f. Spare Hose (one dozen)
  - g. Spare Gear (8-10 sets including coat, pants, boots, helmet)
  - h. Bottled Water (16 ounce and 18 ounce; 15-20 cases; 2-3 case refrigerated capacity is needed)
  - i. Office Supplies - Copier Paper (12 Cases), Toner Cartridges
  - j. Speedy Dry One Pallet (4' x 4') on hand

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- k. Flammable Cabinet
  - i. Spray Paint
  - ii. Oils for saws
  - iii. Gasoline ((1) 5-gallon container)
  - iv. Fire Prevention (15 Boxes)
    - 1. Books, crayons, hats, literature
  - v. Car Wash Supplies
    - 1. Soaps, Brushes, Rags, Cleaning Supplies
- 5. Radio Room for 2 people (15 feet by 15 feet)
  - a. Radio equipment
  - b. 3 different frequencies
  - c. Two Desks with desk chair
- 6. Laundry Room
  - a. Gear Size Capacity Clothes Washers and Dryers (2 each)
  - b. Gear Dryer "Statue" - to hang dry gear
  - c. Soap Storage
  - d. Tank Space
- 7. Restrooms
  - a. Male (1) - Not handicapped accessible
  - b. Female (1) - Not handicapped accessible
  - c. Decontamination Station (1)
  - d. Eyewash Station (1)
- 8. Offices
  - a. Chief's Office (1) - Desk with desk chair
  - b. Department Secretary (1) - part time - Desk with desk chair
  - c. File Cabinets - (1) 42 inch long 5-drawer file cabinet (legal size lateral file)
  - d. Computer Server for computers with dispatch software (1 server and 2 computers)
  - e. Printer (1)
  - f. Television (1)
  - g. Radio Heads - two-way radio to trucks (2)
- 9. Social Rooms: There are two social rooms in the basement of Village Hall beneath the first floor areas occupied by the Resolute Ladder Apparatus Bay and the Chief's Office
  - a. Resolute Ladder: Approximately 20 feet wide by 28 feet long
  - b. Livingston Hose: Approximately 20 feet wide by 28 feet long

The following table summarizes spatial and functional shortcomings, space needs and compares existing and proposed space sizes. The proposed sizes are derived from our discussion.

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Space	Programmatic Needs Assessment	Existing Size (SF)	Needed Size (SF)
<b>FIRST FLOOR</b>		<b>3,258*</b>	<b>6,754*</b>
Resolute Ladder Apparatus Bay	Currently, the Resolute Ladder Apparatus Bay is approximately 19 feet wide by 58 feet deep. To properly accommodate a truck width of 8 feet 6 inches, 4 feet wide aisles on either side of the truck, 2 feet deep rolling cart gear storage on either side of the truck, and a ladder truck length of 60 feet with a minimum of 4 feet of clearance at the front and back of the ladder truck, then the ladder truck bay should be a minimum of 21 feet wide by 68 feet long.	1,102	1,428
Livingston Hose Apparatus Bay	Currently the Livingston Hose Apparatus Bay is approximately 16 feet wide by 80 feet deep. The two pumper trucks are parked in tandem fashion thereby preventing dispatch of the blocked truck without having to remove the first pumper truck. To properly accommodate the two pumper trucks, the tandem parking arrangement should be eliminated. A truck width of 8 feet 6 inches, 4 feet wide aisles on either side of the truck, 2 feet deep rolling cart gear storage on either side of the truck, and a pumper truck length of 40 feet with minimum of 4 feet of clearance at the front and back of each pumper truck, then each pumper truck bay should be a minimum of 21 feet wide by 48 feet long.	1,280	(2) at 1008 each for a total of 2,016
Hose Maintenance	To appropriately clean and dry the hoses, a hose cleaning and drying area should be provided. Currently, this maintenance is performed in the truck bays. Ideally a separate bay aisle and hose hoisting and/or drying racks should be provided. This allows efficient hose maintenance and facilitates more effective hose maintenance. Hose life would be maximized as a result. An area allowance of 20 feet wide by 40 feet long and accompanying hose drying hoists and/or racks would suffice.	0	800
Supply Storage	Currently, supplies are stored in two small storage rooms at the back of the Pumper Bay. Each room is approximately 7 feet wide by 14 feet deep. To properly accommodate required storage capacity the storage room should be increased by approximately 200% its current size. This will provide for efficient, safe and accessible storage.	(2) at 98 each for a total of 196	400



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<b>Radio Room</b>	Currently, the Radio equipment is located in the space between the two truck bays. Ideally, a separate radio room adjacent to the truck bays would be provided. A 10 feet wide by 10 feet deep room would suffice to accommodate two radio dispatch stations complete with computer, desk, desk chair, clock and requisite accessible clearances into and throughout the room.	0	100
<b>Laundry Room</b>	A laundry room to clean and dry turnout gear should be provided with requisite heavy duty laundry and drying machines (minimum of two) along with gear drying statues for gear that is hung to dry, and appropriate storage for laundry supplies. A 16 feet wide by 20 feet long laundry room is sufficient.	0	320
<b>Chief's Office</b>	The current office serves the Chief and the Department Secretary and is approximately 20 feet wide by an average of 16 feet deep (accounting for small room on the corner behind the chief's desk). Ideally, the main offices for all three companies would be located in a central location and the office would accommodate desks for each of the three Chiefs, the Department Secretary and requisite file and office supply storage. Appropriately sized and arranged to meet accessibility codes, this office would be 20 feet wide by 25 feet long.	320	500
<b>Office</b>	The current office accommodates two desks with desk chairs, computers, printer and file storage and is approximately 7 feet deep by 20 feet long. Accessibility codes are not met leading into and throughout the office. While the gross square footage is acceptable, the office is narrow and inefficiently laid out. A more square office with a modest increase in file storage capacity and a small table where a captain or lieutenant could meet with a company member is recommended. To minimally accommodate these requirements, the size of the office needs to be increased to approximately 150% its current size.	140	210
<b>Restrooms</b>	The current restroom accommodations are woefully inadequate, approximately 5 feet wide by 14 feet long, and does not comply with applicable building and accessibility codes. Ideally there would be men's and women's restrooms with showers. Each would be approximately 10 feet wide by 20 feet long to accommodate two toilets, two	70	(2) at 200 each for a total of 400

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	lavatories and two showers with changing rooms.		
<b>Circulation</b>	Current circulation space is either accounted for in circulation space around the existing trucks or limited to a short length of hallway space between the entry to the chief's office and the back office for an approximate total of 150 square feet. Typical circulation square footage approximates 10% of the total assignable square footage outlined for spaces described above. Therefore, needed circulation space would approximate 580 square feet.	150	580
<b>BASEMENT</b>		<b>1,120*</b>	<b>1,440*</b>
<b>Social Rooms</b>	Currently, there are two Social Rooms in the Basement. One serves Livingston Hose and is approximately 20 feet wide by 28 feet long. The other serves Resolute Ladder and is approximately 20 feet wide by 28 feet long. These social rooms are used for company social functions and training/company-wide meeting purposes. It is understood that separate social rooms are no longer necessary. Though two separate rooms are no longer required, the combined total occupancy load for a single room would need to accommodate a total of 80 people (Chiefs, Captains, Lieutenants, Secretaries, Treasurers and Members from both Companies). At 15 square feet per person, a single room would need to be a minimum of 1,200 square feet. Allowing an additional 20 % for furnishings, storage and requisite egress and accessible circulation space, a total of 1,440 square feet should be provided.	(2) each at 560 for a total of 1,120	1,440
<b>TOTALS</b>		<b>4,378*</b>	<b>8,194</b>

\* Does not include existing stair to basement and egress stair

## Summary and Recommendations

The current Resolute Ladder and Livingston Hose Fire Company spaces are undersized, poorly laid out, do not meet typical fire department space allocation requirements, and are not accessible to the handicapped. To provide a state of the art fire department (to accommodate the Resolute Ladder and Livingston Hose Fire Companies) for the Village of Dobbs Ferry we are recommending that a new space be designed to accommodate the recommended increase in square footage of 3,522 square feet. This recommended increase corresponds to an increase in square footage of approximately 180% of the size of the current Resolute Ladder and Livingston Hose Fire Company space. Currently, the entire Village Hall is occupied by the Village Administration Offices, Fire Department, Police Department and Community Spaces. Options to meet the recommended increase in square footage include the following: