



VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AGENDA

MEETING DATE: FEBRUARY 23, 2021
AGENDA ITEM SECTION: MATTERS REQUIRING ACTION
AGENDA ITEM NO. : 3
AGENDA ITEM: CONSIDER A MOTION TO CERTIFY AND APPROVE THE 2020/2021 DOBBS FERRY VOLUNTEER FIRE FIGHTERS SERVICE AWARD POINTS LISTING AS SUBMITTED BY THE DOBBS FERRY VOLUNTEER FIRE DEPARTMENT
ITEM BACKUP DOCUMENTATION: 1. DOBBS FERRY VOLUNTEER FIRE DEPARTMENT SERVICE AWARD DATA REQUEST PACKAGE

DATA REQUEST PACKAGE PROCESS CHECKLIST

Please follow the steps below in order to complete the Data Request Package.



Mark the checkboxes as items are completed.

FIRE DEPARTMENT



Update the 2020 Firefighter Records listing using the *Instructions* provided.



Certify that the listing is correct by completing the *2020 FIRE DEPARTMENT SERVICE CERTIFICATION FORM* (green form).



Send the entire Data Request Package to the Board of the Sponsoring Municipality by **March 31, 2021**. This is the deadline imposed under Section 219-a 2(c) of Article 11-A of New York State General Municipal Law.

SPONSORING BOARD



Review and approve the 2020 Firefighter Records listing by signing the *2020 SPONSOR APPROVAL FORM* (blue form).



Send the entire Data Request Package to the Fire Department for posting.

FIRE DEPARTMENT



Complete the "NOTICE TO VOLUNTEERS" section of the *2020 FIRE DEPARTMENT POSTING CERTIFICATION FORM* (purple form).



Post this form and 2020 Firefighter Records listing for no less than 30 days at the Fire Department headquarters in view for all members.



At the end of the posting period, complete the remaining sections of the *2020 Posting Certification Form* and send the entire Data Request Package to the Sponsoring Board.

SPONSORING BOARD



Review and certify the 2020 Firefighter Records listing by signing the *2020 SPONSOR AUTHORIZATION FORM* (pink form).



Send the completed Data Request Package to Penflex, Inc.

**VILLAGE OF DOBBS FERRY
SERVICE AWARD PROGRAM**

MUNICIPAL OFFICIALS

Please print the name of each Village official currently holding a position. Additional lines have been provided to list other officials who may be relevant in the administration of the Service Award Program. If any prepopulated information has changed, please cross it out and provide the updated information; make any changes or notations as necessary.

Village Board of Trustees:

Lawrence Taylor

Nicole Sullivan

Christy Knell

Michael Patino

Vincent Rossillo

Donna Cassell

Other Officials (Title and Name):

Mayor: ~~Robert McLoughlin~~

VINCENT ROSSILLO

Fire Chief: Edward ~~Marrow~~

MARRON

Treasurer/Main Contact: Jeff Chuhta

Manager: ~~Charlene Indelicato~~

ADMINISTRATOR: RICHARD LEINS

Clerk: Elizabeth Dreaper

Please provide the current information for the Village's attorney and external auditor. If the prepopulated information has changed, please cross it out and provide the updated information. If the Village has not formally appointed an attorney, please indicate that. If the Village does not prepare audited financial statements, please indicate that.

Attorney: Lori Lee Dickson

Attorney's Firm: McCarthy Fingar

Auditor: N/A - sent to Village

Auditor's E-mail: N/A - sent to Village

Auditing Firm: N/A - sent to Village

Please indicate when the Village Board of Trustees typically meets.
For example: "The third Thursday of each month at 7pm."

Normal meeting date(s): Second and Fourth Tuesdays of the month @ 6:30pm

Workshop meeting date(s):

2020 FIRE DEPARTMENT POSTING CERTIFICATION FORM

SERVICE AWARD PROGRAM

Village of Dobbs Ferry
Dobbs Ferry Fire Department

NOTICE TO VOLUNTEERS

You have 30 days from the date on which the approved listing was posted (noted below) to review your points and service information. In the event that the information on the listing does not match your records, first notify the person noted below. If your appeal is not satisfactorily resolved, you must send a written appeal to the Sponsoring Board.

General Municipal Law requires the 2020 Firefighter Records listing be posted at the fire station(s) for at least 30 days, after the listing has been approved by the Village Board. Additionally, the Law states that during this 30-day posting period, a firefighter who is listed as having earned less than 50 points may file written appeal with the Village Board. Practically, this appeal should first be made to the Fire Department. If the appeal is not satisfactorily resolved, the formal appeal should be submitted to the Village Board for investigation.

This section must be completed by the person responsible for compiling the points:

Edward C. Knecht Jr
Name
dfvfdadmin@dobbsferry.com
E-mail address

Department Secretary
Title
914-693-0310
Phone number

Date the approved listing was posted: January 15, 2021

Date the approved listing was removed: February 15, 2021

POSTING CERTIFICATION

When the 30-day posting period is complete, please enter the date on which the listing was removed (above) and sign (below). Please forward the entire 2020 Data Request Package to the Village Board for final approval.

I hereby certify that the approved listing was posted for no less than 30 days.

☒ No changes were made to the listing.

☐ Changes have been made to the listing and an explanation is attached.

Edward C. Knecht Jr
Signature

02/16/2021
Date

2020 FIRE DEPARTMENT SERVICE CERTIFICATION FORM

SERVICE AWARD PROGRAM

Village of Dobbs Ferry
Dobbs Ferry Fire Department

Article 11-A of the New York State General Municipal Law requires that a list of volunteers indicating those who earned a year of Service Credit during 2020 be certified under oath and submitted to the Program Sponsor for approval by March 31, 2021. To comply with Article 11-A, please have the person responsible for preparing the 2020 Firefighter Records listing sign this form and have a notary witness the signature. The 2020 Data Request Package should then be presented to the Village Board prior to March 31, 2021.

CERTIFICATION

As required by Article 11-A, I certify under oath the attached is a list that includes all volunteers of the Fire Department and indicates the points earned by each volunteer in accordance with the Service Award Program Point System, which will be used to determine who will earn Service Credit for the 2020 calendar year.

[Signature]

Signature

Chief

Title

2/16/2021

Date

NOTARY CERTIFICATE

State of New York

County of WESTCHESTER

Sworn to (or affirmed) and subscribed before me this 16th day of 2021, February,

by WILLIAM OGBURN.

[Signature]

Signature of Notary Public

ELIZABETH A. DREAPER

Printed Name of Notary Public, Notary Public

My Commission expires: 11/5/2023

ELIZABETH A. DREAPER
Notary Public, State of New York
No: 01DR6177050
Qualified In Westchester County
Commission Expires November 5, 2023

CERTIFICATION (GREEN)

2020 Service Award Program Firefighter Records

Village of Dobbs Ferry Service Award Program

	Last Name	First Name	MI	Date of Birth	Gender	Service Credit	2020 Points	Mailing Address	City, State & Zip	Status
1	Bautista	Devon	A.		M	6	71			Active
2	Berman	Joshua	M.		M	0	0			Active
3	Corvino Carvino	Joe	J.		M	4	0			Active Left Department
4	Catania	Benjamin	J.		M	0	0			Active
5	Cialini	Anthony	T.		M	6	96			Active
6	Cipriano	Nicholas	W.		M	4	69			Active
7	Cullen	John	H.		M	0	0			Active
8	Cullen	Kevin	J.		M	34	70			Active
9	Cullen	Ryan	L.		M	9	94			Active
10	Cullen	Thomas	C.		M	3	73			Active
11	Cullen Jr.	Kevin	J.		M	4	75			Active
12	Deavult	Stephen	W.		M	0	0			Active Left Department
13	DeLeo	Frank	S.		M	2	34			Active
14	Denike	Chris	M.		M	21	50			Active
15	Dunne	Craig			M	1	86			Active
16	Fanning	Edmund	W.		M	4	16			Active
17	Fernandez	William			M	24	72			Active
18	Gardner	Daniel	C.		M	15	88			Active
19	Giuliano	Joseph	M.		M	9	118			Active

Please reference the *Instructions* before completing the listing. All blank entries must be completed prior to certification.

2020 Service Award Program Firefighter Records

Village of Dobbs Ferry Service Award Program

Last Name	First Name	MI	Date of Birth	Gender	Service Credit	2020 Points	Mailing Address	City, State & Zip	Status
20	Giuliano	Salvator	J.	M	1	76			Active
21	Grauert	Christopher	F.	M	8	0			Deceased 2020
22	Hotko	Christopher		M	26	78			Active
23	Keilling	George	J.	M	34	60			Active
24	Keilling IV	George	J.	M	9	76			Active
25	Knecht III	Edward	C.	M	2	91			Active <i>military leave</i>
26	Knecht Jr.	Edward	C.	M	29	97			Active
27	Legath	Richard		M	7	74			Active <i>Left Department Terminated vested</i>
28	Leggiero	Anthony	A.	M	13	94			Active
29	Leggiero	Michael	J.	M	7	65			Active
30	Lloyd	Brian	A.	M	0	0			Active
31	Luftig	Steven	J.	M	1	52			Active
32	Lurie	Ashley	L.	F	2	13			Active
33	Luzon	Dylan	T.	M	7	62			Active
34	Luzon	John	A.	M	0	56			Active
35	Macchi	Kevin		M	0	0			Active
36	Marron	Michael	P.	M	27	94			Active
37	Mazibrada	Vedran		M	3	79			Active
38	Miller	Erik	A.	M	1	50			Military Leave

Please reference the *Instructions* before completing the listing. All blank entries must be completed prior to certification.

2020 Service Award Program Firefighter Records

Village of Dobbs Ferry Service Award Program

Last Name	First Name	MI	Date of Birth	Gender	Service Credit	2020 Points	Mailing Address	City, State & Zip	Status
39	Mocarska	Anna		F	1	<u>0</u>			Active
40	Osborn	William	K.	M	12	<u>101</u>			Active
41	Pangerl	Jessica	L.	F	2	<u>56</u>			Active
42	Pastirik	Graceson		M	0	<u>0</u>			Active Left Department
43	Paterno	Richard	J.	M	0	<u>0</u>			Active
44	Ryan	Chris		M	17	<u>66</u>			Active
45	Sabol	Daniel	A.	M	0	<u>0</u>			Active Left Department
46	Sweeting	Neil	E.	M	34	<u>76</u>			Active
47	Tacij	John	T.	M	10	<u>60</u>			Active
48	Trezza	James	C.	M	29	<u>61</u>			Active
49	Vargas	Angelo	<u>N/A</u>	F	0	<u>0</u>			Active Left Department
50	Annicchiarico	Gary	M.	M	14	<u>16</u>			Inactive Vested 2008
51	Basso	John	P.	M	12	<u>14</u>			Inactive Vested 2008
52	Cullen-Lindsay	Nancy	J.	F	5	<u>35</u>			Inactive Vested 2008
53	Farrell	George	M.	M	5	<u>0</u>			Inactive Vested 2014
54	Fay	T.		M	8	<u>9</u>			Inactive Vested 2013
55	Gardner	Gary	R.	M	27	<u>1</u>			Inactive Vested 2015
56	Giordano	Vincent	C.	M	6	<u>8</u>			Inactive Vested 2008
57	Giuliano	Anthony		M	7	<u>54</u>			Inactive Vested 2008 Active *

Please reference the *Instructions* before completing the listing. All blank entries must be completed prior to certification.

2020 Service Award Program Firefighter Records

Village of Dobbs Ferry Service Award Program

Last Name	First Name	MI	Date of Birth	Gender	Service Credit	2020 Points	Mailing Address	City, State & Zip	Status
58 Keiling	Michael	S.		M	10	<u>21</u>			Inactive Vested 2014
59 Leggiero	Mark	A.		M	18	<u>15</u>			Inactive Vested 2012
60 Marron	Robert	T.		M	8	<u>0</u>			Inactive Vested 2018
61 Moynihan	Michael	G.		M	8	<u>7</u>			Inactive Vested 2008
62 Radomski Jr.	John	A.		M	13	<u>0</u>			Inactive Vested 2014
63 Ritch	Edward			M	5	<u>0</u>			Inactive Vested 2008
64 White	Brian	J.		M	13	<u>12</u>			Inactive Vested 2008
65 Bingay Jr.	Harold	S.		M	16	<u>0</u>			Entitled 1/2002 <i>Deceased 2020</i>
66 Bray	Ronald	D.		M	27	<u>51</u>			Entitled 7/2006
67 Bretts	Henry	L.		M	19	<u>0</u>			Entitled 1/2005
68 Casino	Robert	J.		M	34	<u>76</u>			Entitled 5/2016
69 Coffey	Brian	P.		M	21	<u>12</u>			Entitled 6/2017
70 Costello	Kevin	J.		M	17	<u>20</u>			Entitled 6/2006
71 Dalio	Edmund	C.		M	34	<u>69</u>			Entitled 4/2019
72 Farrington	James	B.		M	20	<u>1</u>			Entitled 1/2012
73 Fiore	Joseph	W.		M	9	<u>0</u>			Entitled 8/2011
74 Giordano	Andrew			M	12	<u>8</u>			Entitled 7/2011
75 Hennessy Jr.	Edward	M.		M	14	<u>5</u>			Entitled 1/2010
76 Hogan	David	K.		M	27	<u>53</u>			Entitled 2/2012

Please reference the *Instructions* before completing the listing. All blank entries must be completed prior to certification.

2020 Service Award Program Firefighter Records

Village of Dobbs Ferry Service Award Program

Last Name	First Name	MI	Date of Birth	Gender	Service Credit	2020 Points	Mailing Address	City, State & Zip	Status
77 Keiling	George	H.		M	10	<u>11</u>			Entitled 12/1995
78 Krocian Jr.	John			M	13	<u>0</u>			Entitled 10/2012
79 LaBarbera	Charles	W.		M	8	<u>0</u>			Entitled 11/2004
80 Marron	Edward			M	31	<u>101</u>			Entitled 2/2017
81 Marron	Eugene	F.		M	9	<u>0</u>			Entitled 2/2017
82 Marron	Joseph	M.		M	24	<u>1</u>			Entitled 4/2012
83 McIlvain	Gerard	J.		M	34	<u>107</u>			Entitled 10/2019
84 McNicholas	Robert	J.		M	13	<u>1</u>			Entitled 11/2007
85 Monteleon	Lawrence	A.		M	20	<u>6</u>			Entitled 10/2012
86 Reznicek	Thomas	J.		M	19	<u>95</u>			Entitled 8/2017
87 Trenholm Jr.	John	E.		M	17	<u>0</u>			Deceased 2020 Entitled 1/2003
88 Vicchio	Leonardo			M	17	<u>4</u>			Entitled 4/2015
89 Walsh Jr.	James	E.		M	23	<u>0</u>			Entitled 11/2020
90 Wittman	Paul	S.		M	19	<u>20</u>			Entitled 3/2018
91 Belarge	Ann Marie			F	7	<u>0</u>			Term. Vested 2014
92 Duvall	John	W.		M	5	<u>0</u>			Term. Vested 2004
93 Hennessy	Brian	J.		M	6	<u>0</u>			Term. Vested 2004
94 Krocian	John Paul			M	9	<u>0</u>			Term. Vested 2003
95 Lester	Mark	D.		M	8	<u>0</u>			Term. Vested 2003

Please reference the *Instructions* before completing the listing. All blank entries must be completed prior to certification.

2020 Service Award Program Firefighter Records

Village of Dobbs Ferry Service Award Program

Last Name	First Name	MI	Date of Birth	Gender	Service 2020		Mailing Address	City, State & Zip	Status
					Credit	Points			
96	McNicholas	Martin		M	8	0			Term. Vested 1998
97	Murray	Christopher P.		M	5	0			Term. Vested 2014
98	Reynaud	John C.		M	8	0			Term. Vested 2000
99	Roth	Dennis		M	28	0			Term. Vested 2015
100	Scaperrotta	Leonard M.		M	9	0			Term. Vested 1997
101	Trenholm	Robert A.		M	16	0			Term. Vested 2008

Please reference the *Instructions* before completing the listing. All blank entries must be completed prior to certification.

Village of Dobbs Ferry Service Award Program

Page 7 of 7

How to report points for a member who was on **MILITARY LEAVE**

We encourage you to complete and return this sheet along with the final year-end listing for each participant who was on Military Leave at any point during the year.

Member name: Edward Knecht III

Date member went on Military Leave: August 21, 2020

Date member returned from Military Leave: Still on military leave (if applicable)
- part of year

- ☐ **If the member was on Military Leave for the entire year, enter "50" points.**
Indicate on the listing that the member was on leave for the entire year - write "Full year".

- ☒ **If the member was on Military Leave for only part of the year...**

Enter the number of points earned prior to *or* upon returning from leave: 73 pts

Prorate the number of points earned on Military Leave.

$$\left(\frac{\# \text{ of months}}{12} + \frac{\# \text{ of days}}{365} \right) \times 50 \text{ pts}$$

$$+ \quad \underline{18} \text{ pts}$$

Add the point rows above for the member's annual total:

$$= \underline{91} \text{ pts}$$

Example:

A member earns 35 points as an active member through August 21st. He went on Military Leave beginning August 21st and was out for the remainder of the year.

Therefore, the number of complete months on leave is 4 (September through December), and the number of days on leave is 10 (August 21st through August 31st).

$$\text{Prorated: } \left(\frac{4}{12} + \frac{10}{365} \right) \times 50 = 18 \text{ pts}$$

$$\text{Total: } 35 + 18 = 53$$

You can also prorate by calculating the total number of days between dates. There are several websites that you can use to do this. Try searching "*calculate days between dates*" and enter the date range (including the end date). Divide this number by 365 and multiply by 50 to get the number of prorated points for Military Leave.

Note: Military Leave Service Credit will be awarded based on the provisions of the Program.

How to report points for a member who was on **MILITARY LEAVE**

We encourage you to complete and return this sheet along with the final year-end listing for each participant who was on Military Leave at any point during the year.

Member name: Erik Miller

Date member went on Military Leave: January 01, 2019

Date member returned from Military Leave: still on military leave (if applicable)

- Full Year -

☒ **If the member was on Military Leave for the entire year, enter "50" points.**

Indicate on the listing that the member was on leave for the entire year - write "Full year".

☐ **If the member was on Military Leave for only part of the year...**

Enter the number of points earned prior to *or* upon returning from leave: _____ pts

Prorate the number of points earned on Military Leave.

$$\left(\frac{\# \text{ of months}}{12} + \frac{\# \text{ of days}}{365} \right) \times 50 \text{ pts} \quad + \quad \text{_____ pts}$$

Add the point rows above for the member's annual total: $=$ _____ pts

Example:

A member earns 35 points as an active member through August 21st. He went on Military Leave beginning August 21st and was out for the remainder of the year.

Therefore, the number of complete months on leave is 4 (September through December), and the number of days on leave is 11 (August 21st through August 31st).

$$\text{Prorated: } \left(\frac{4}{12} + \frac{11}{365} \right) \times 50 = 18 \text{ pts} \quad \text{Total: } 35 + 18 = 53$$

You can also prorate by calculating the total number of days between dates. There are several websites that you can use to do this. Try searching "*calculate days between dates*" and enter the date range (including the end date). Divide this number by 365 and multiply by 50 to get the number of prorated points for Military Leave.

Note: Military Leave Service Credit will be awarded based on the provisions of the Program.

2020 SPONSOR APPROVAL FORM

SERVICE AWARD PROGRAM

Village of Dobbs Ferry
Dobbs Ferry Fire Department

Article 11-A of the New York State General Municipal Law requires that a list of volunteers who earned a year of Service Credit during 2020 be certified under oath by the Fire Department and submitted to the Program Sponsor by March 31, 2021. The Program Sponsor must then review and approve the 2020 Firefighter Records listing. To comply with Article 11-A, the Village Board must sign this form once the certified 2020 Firefighter Records listing has been reviewed and approved by the Board. Once signed, the entire 2020 Data Request Package should be returned to the Fire Department so that the approved certified listing can be posted for at least 30 days as required by Article 11-A.

OPTION: You may submit a copy of the Board resolution adopted to approve the 2020 records listing for posting in lieu of having the Board members sign below.

APPROVAL

The Village Board has reviewed and approved the 2020 Firefighter Records listing.

Mayor

Date

Trustee

Date

Trustee

Date

Trustee

Date

Trustee

Date

2020 SPONSOR AUTHORIZATION FORM

SERVICE AWARD PROGRAM

Village of Dobbs Ferry
Dobbs Ferry Fire Department

This form is to be signed by the Mayor of the Village of Dobbs Ferry after the 2020 Firefighter Records listing has been posted for at least 30 days, as certified by the completion of the 2020 Fire Department Posting Certification Form. Please sign and return the entire 2020 Data Request Package to:

Penflex, Inc.
50 Century Hill Drive, Suite 3
Latham, NY 12110

AUTHORIZATION

I hereby authorize Penflex, Inc. to use the data submitted herein about active volunteer firefighter Service Award Program 2020 records. I understand this data will be used to determine the funding requirements of the Service Award Program, the eligibility of participants to be paid Service Award Program benefits and the amount of benefits to be paid to such persons. I understand that if any of the 2020 administrative services provided by Penflex, Inc. must be redone due to errors in the data submitted herein, there may be an additional charge payable by the Program Sponsor. I further understand that Penflex, Inc. will not be liable for any errors in the calculation of the amounts due or payable from the Service Award Program Trust Fund which are the direct result of an error(s) in the data submitted herein.

Signature
Mayor
Village of Dobbs Ferry

Date