



Arlington Fire District

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For Emergencies
DIAL 911

“Safeguarding Our Community”

BOARD OF FIRE COMMISSIONERS MEETING MINUTES January 3, 2022

ATTENDEES:

Comm. Ralph Chiumento, Jr. – Chairman
Comm. Peter Valdez – Vice Chairman
Comm. Peter Longi
Comm. Richard Dore
Comm. Phil Van Itallie

Chief: William Steenbergh
Assistant Chief: Eric Philipp
Director of EMS: David Violante
District Secretary: Renee O’Neill
Treasurer: James Passikoff – (absent)

Chairman Chiumento opened the Arlington Fire District Board of Fire Commissioners’ meeting at 7:00 p.m., took a roll call of the attendees and everyone stood and recited the pledge of allegiance.

I. **PUBLIC COMMENT PERIOD** – *No action(s) taken by the Board, unless otherwise noted*

II. **COMMENTS FROM THE BOARD** – *No action(s) taken by the Board, unless otherwise noted*

III. **ABSTRACT APPROVAL**

A motion was made by Comm. Dore to approve Abstract 22–1A. This consists of \$5,542.82 in paid bills with a total of 5 checks and \$37,375.98 in unpaid bills with a total of 48 checks for a grand total of \$42,918.80, totaling 53 checks. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. December 20, 2021 Board of Fire Commissioners' Meeting

A motion was made by Comm. Dore to approve the December 20, 2021 Board of Fire Commissioners' meeting minutes. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0 – 1 (Comm. Van Itallie abstained)

V. **MONTHLY COMMITTEE REPORTS** – *No reports given unless otherwise noted.*

A. Service Awards –

1. Received December 17, 2021, email from Glens Falls National Bank regarding Investment Update.

B. District Inspections –

C. District Officers / Chief Liaison –

D. EMS & Paramedic Liaison –

E. Public Relations –

F. Equipment Maintenance –

G. Buildings and Grounds –

H. Capital Equipment –

I. Union Negotiations & Contract –

J. Career Staff Liaison –

K. Volunteer Recruitment –

1. Comm. Valdez reported that we had a good amount of new volunteers and some are in the pipeline. Great job by the volunteers in 2021 and encouraged more to apply.

L. District Safety & Health –

M. Strategic Plan –

N. Finance Committee –

O. IT Operations Committee –

P. Croft Lease –

Q. Rochdale Lease –

VI. **CORRESPONDENCE** – *None unless otherwise noted*

- A. Received "Fire District Affairs: December 2021 & January 2022".

VII. **ACTIONS TO BE TAKEN BY THE BOARD** – *None unless otherwise noted*

VIII. **DONATIONS** – *None unless otherwise noted*

<u>NAME</u>	<u>REASON</u>	<u>AMOUNT</u>
Magdalena Ivich	Donation	\$100.00

A motion was made by Comm. Longi to accept the donation from Magdalena Ivich for \$100.00 and place it in the General Fund. Seconded by Comm. Dore.

- Motion Carried, 5 – 0

IX. **COMMISSIONERS ITEMS** – *No reports and/or discussions unless otherwise noted*
Comm. Valdez asked about COVID protocols and testing. Chief Steenbergh gave a brief overview of the current protocols and testing.

X. **DISTRICT STAFF ITEMS**

A. Chief William Steenbergh

1. New Business Manager starts January 12th.
2. Next Commissioners meeting will have revised policy documents that need housekeeping updates, i.e. Credit Card Policy, Expense Reimbursement Policy, Procurement Policy, Code of Ethics.
3. Due to a scheduling issue not on our end, we were not able to secure one seat in the First Line Supervisors Training Program in January for the new Lieutenants. Adjusted effective dates of promotions.
4. Gavin Kerr, member of Croft Corners Fire Company, sent an email dated December 13, 2021 requesting a military leave of absence status. Recommendation is to grant the request retro back to the date of his email of December 13th.

A motion was made by Comm. Dore to grant the military leave. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

B. Assistant Chief Eric Philipp

1. Welcomed Comm. Van Itallie to the Board.
2. Thanked the career staff and volunteers that responded to the fire at the Police Station and also the bad auto accident on Vassar Road.

C. Director of EMS David Violante

1. COVID –19 update: Omicron variant is highly contagious. Following CDC guidelines and continue to use masks, hand sanitizer, proper PPE for incidents. Maintaining a spreadsheet for our employees to determine where they are at as far as testing, vaccinations, boosters, etc. It's a very fluid situation.

2. Thanked the members and Officers for their flexibility during this time.
3. Thanked PulseMD for their outstanding job with working with us. Providing one hour PCR tests for our first responders vs. waiting 2 – 3 days for results.
4. Re-evaluated our current PPE supplies – we are good. Thanked Shannon and John for keeping up on the orders.
5. Thanked Kevin, the pharmacist at Walgreen’s who came to HQ to provide boosters and flu vaccinations for our staff and their families.

D. Treasurer James Passikoff – (absent)

XI. SCHOOL REQUESTS

The Board of Fire Commissioners authorized the Chief to approve in advance, school requests that are located inside or outside of Dutchess County and is either contractually required or required to maintain a certification or does not exceed \$100.00.

There were no school requests submitted for notification purposes.

The following school request requires consideration by the Board of Fire Commissioners:

- A. George Finn: “Plans Review for Fire and Life Safety”, March 5 – 12, 2022 in Emmitsburg, MD. (\$318.56 – meal ticket for the cafeteria)

A motion was made by Comm. Longi to approve. Seconded by Comm. Dore.

- Motion Carried, 5 – 0

XII. ITEMS FOR EXECUTIVE SESSION

A. Chief Steenbergh

1. Five (5) items for the purpose of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.
2. Two (2) items for collective bargaining.

With no further open business to discuss, a motion was made by Comm. Dore to adjourn to Executive Session. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

The Board adjourned to Executive Session at 7:30 p.m.

XIII. EXECUTIVE SESSION

The Board came out of Executive Session at 8:37 p.m. and returned to Open Session.

XIV. OPEN ITEMS

Chairman Chiumento forgot to ask the Chief about the status of ladder truck 32-46. Chief Steenbergh reported that the Shop is waiting for the manufacturer to ship the correct part and they will install it. The manufacturer originally shipped the wrong part.

As a result of Executive Session, a motion was made by Comm. Dore to accept the Memorandum of Agreement with the Union as far as the EMT training and the Domestic Partner stipulation. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

With no further business to conduct, a motion was made by Comm. Van Itallie to adjourn the meeting. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

No time provided when the meeting adjourned.

Respectfully Submitted,

Renee O’Neill
District Secretary



BOARD OF FIRE COMMISSIONERS MEETING PUBLIC ATTENDANCE SHEET

NOTE: This sheet will be attached to the Board of Fire Commissioners meeting minutes as part of the official record. If you agree to have your name as part of the official record and published on our website, please legibly print your name below. Thank you.

DATE OF MEETING: 1/3/2022
