



Arlington Fire District

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For Emergencies
DIAL 911

“Safeguarding Our Community”

BOARD OF FIRE COMMISSIONERS MEETING MINUTES January 27, 2020

ATTENDEES:

Comm. Ralph Chiumento, Jr. – Chairman
Comm. Jon Adams
Comm. Bruce Griffing, II
Comm. Peter Valdez – Vice Chairman
Comm. Peter Longi

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

Chairman Chiumento opened the Arlington Fire District Board of Fire Commissioners’ meeting at 7:01 p.m., took a roll call of the attendees and reminded everyone to silence their cell phones. 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**

A motion was made by Comm.Valdez to approve Abstract 20–1B. This consists of \$292,268.59 in paid bills with a total of 25 checks and \$164,072.27 in unpaid bills with a total of 74 checks for a grand total of \$456,340.86, totaling 99 checks. Seconded by Comm. Griffing.

Chief Steenbergh reported that there was a memo error found for the PKF O’Connor Davies bill. Was listed on the Abstract as “FY 2019” and should be “FY 2018”.

- Motion Carried, 5 – 0

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

- A. January 6, 2020 Board of Fire Commissioners' Organizational Meeting
- B. January 6, 2020 Board of Fire Commissioners' Meeting

A motion was made by Comm. Adams to approve the minutes of the January 6, 2020 Board of Fire Commissioners' Organizational meeting and regular meeting. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

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

- A. Service Awards – Comm. Valdez & Comm. Adams
 - 1. Resolution for LOSAP signers as prepared by Glens Falls National Bank

Chairman Chiumento read the following:

RESOLVED, that with respect to the Arlington Fire District Service Award Program, the following authorized parties shall serve as the Administrative Delegates of said plan and trust.

Peter Valdez – Commissioner

Bruce A. Griffing, II – Commissioner

Each Administrative Delegate, individually, may act and Glens Falls National Bank and Trust Company may rely on the direction of either one of the above listed Administrative Delegates.

A motion was made by Comm. Adams to approve the Resolution. Seconded by Comm. Griffing.

- Motion Carried, 5 – 0

- 2. Received from Glens Falls National Bank: December 2019 Statement of Value and Activity.
- B. District Inspections – Comm. Longi & Comm. Adams
- C. District Officers / Chief Liaison – Comm. Chiumento & Comm. Longi
- D. EMS & Paramedic Liaison – Comm. Valdez & Comm. Chiumento
- E. Public Relations – Comm. Adams & Comm. Chiumento
- F. Equipment Maintenance – Comm. Longi & Comm. Griffing
- G. Buildings and Grounds – Comm. Adams & Comm. Longi
- H. Capital Equipment – Comm. Chiumento & Comm. Longi
- I. Union Negotiations & Contract – Comm. Griffing & Comm. Chiumento
- J. Career Staff Liaison – Comm. Griffing & Comm. Chiumento

- K. Volunteer Recruitment – Comm. Valdez & Comm. Griffing
 - 1. Application ready for Board approval: Benny Becovic, Engine Co. #1, Firefighter

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

- Motion Carried, 5 – 0

- L. District Safety & Health – Comm. Griffing & Comm. Adams
- M. Strategic Plan – Comm. Adams & Comm. Valdez
- N. Finance Committee – Comm. Chiumento & Comm. Griffing
- O. IT Operations Committee – Comm. Griffing & Comm. Longi
- P. Croft Lease – Comm. Valdez & Comm. Longi
- Q. Rochdale Lease – Comm. Chiumento & Comm. Longi

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

- A. E-mail dated January 15, 2020 from Jim Beretta to the Board of Fire Commissioners regarding the vote to approve the December 16, 2019 meeting minutes.

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

- A. E-mail dated January 6, 2020 from Steve Graff of Red Oaks Mill Fire Company regarding the Boy Scouts request to use the meeting room at ROM on February 19, 2020 from 6:30 p.m. to 9:30 p.m.

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

- Motion Carried, 5 – 0

- B. E-mail dated January 7, 2020 from the Girl Scouts requesting use of the meeting room at ROM on the following dates from 6:30 p.m. to 8:00 p.m.: 2/7, 2/21, 3/6, 3/20, 4/3, 4/17, 5/1, 5/22 and 6/12.

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

- Motion Carried, 5 – 0

- C. E-mail dated January 10, 2020 from the Boy Scouts requesting use of the meeting room at ROM on February 9, 2020 from 4:00 p.m. to 7:00 p.m.

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

- Motion Carried, 5 – 0

- D. E-mail dated January 15, 2020 from Jim Beretta to the Board of Fire Commissioners regarding his FOIL appeal dated January 15, 2020 for “*Attorney Correspondence to the BOFC re: apparel from February 2019*”.

Chief Steenbergh recommended the Board take action after Executive Session. Chairman Chiumento concurred.

- E. Fundraising Event Forms dated January 16, 2020 received from Croft Corners Fire Company for the following:
1. Golf Tournament – 8am to 5pm, May 15, 2020 at Casperkill. Mailings and start collecting donations from now until May 31st.
 2. Annual Fundraising Letter – mailer to the residents of the CCFC response area.

Comm. Chiumento acknowledged receipt of the letter and approve for VFBL coverage. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

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

IX. **COMMISSIONERS ITEMS** - *No reports and/or discussions unless otherwise noted*

X. **DISTRICT STAFF ITEMS**

A. Chief – William Steenbergh

1. We have used Hurst equipment arranging from about \$5K - \$6K for disposal. Requesting the Board to declare the equipment surplus and the proceeds to go back into replacing the equipment on the Rescue truck.

A motion was made by Comm. Chiumento to declare the equipment the Chief spoke about, the Hurst tools, as surplus. Seconded by Comm. Griffing.

- Motion Carried, 5 – 0

2. Probationary Firefighters Ryan Fincham, Chris Hann and Chris Lewis have completed training and are ready to be removed from probation with a date to be determined by the Chief.

A motion was made by Comm. Adams to remove them from probation with a date to be determined by the Chief. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

3. Administrative Staff agreements / resolutions; Chief reported that the District Secretary agreement and the Resolution for the Account Clerk are finalized as per the Board's discussions. The Bookkeeper agreement and EMS Secretary (Typist) resolution has a change that he would like to discuss in Executive Session.

No action taken by the Board; Chairman Chiumento wants to review all four and discuss in Executive Session.

4. Letter was sent to past Commissioner Jose Seco and also spoke with him on the phone regarding returning his equipment. Was assured he was returning his equipment last week. Have not received to date. Continuing to reach out and will keep the Board advised.

B. Assistant Chief – Eric Philipp

1. Nice job to those involved in the City of Poughkeepsie trench rescue collapse incident.
2. Parades with AFD participation for Board consideration:
 - A. March 7th – St. Patrick's Day in Wappingers Falls; Use of 32-45; Line up at Noon, Step off at 1:00 p.m.
 - B. August 8th – County Convention in Pawling; Use of 32-45; Line up at 3:00 p.m., Step off at 5:00 p.m.

A motion was made by Comm. Griffing to authorize District personnel and equipment to participate in the parade on March 7th in Wappingers and August 8th in Pawling, which is the County Convention. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

C. Director of EMS David Violante

1. Teams did a great job in the City of Poughkeepsie trench rescue collapse incident.

D. Treasurer James Passikoff

1. Chairman Chiumento acknowledged receipt of the Treasurer's December 31, 2019 Preliminary Financial Report for the District. Treasurer Passikoff discussed year end numbers; Fund Balance should be around \$2 million and will be allocated in March/April timeframe.
2. Requested to receive copies of the Glens Falls statements.

3. From the Organizational meeting question that was raised: the Fire District can not use credit unions because they can not accept municipality funds.

XI. SCHOOL REQUESTS

The following member(s) have been approved by Chief Steenbergh to attend the following school request(s) in advance of the Board of Fire Commissioners meeting and are located inside or outside of Dutchess County; is either contractually required or required to maintain a certification; and have a registration cost of no more than \$100. For Commissioners notification purposes only:

- A. “Fire Officer II”, March 30, 2020 – April 3, 2020 at AFD Station 3.
 1. Eric Philipp - (not required to maintain certification, not a CME, no costs, not requesting use of District vehicle)
 2. Augustus Antalek– (not required to maintain certification, not a CME, no costs, not requesting use of District vehicle, 10 hours District time, 36 hours own time – covered by Training Grant)
- B. Donald Robison: “Navigating the Obstacles of Leadership”, January 28, 2020 at DC 911 Center. (not required to maintain certification, not a CME, no costs, not requesting use of District vehicle, 4 hours District time)
- C. “SCBA /Interior Fire Operations”, April 14th, 18th, 23rd, 25th, 28th, 2020 & May 2nd, 7th, 9th, 16th, 21st, 26th, 2020 at DC 911 Center.
 1. Gregory Brevetti - (not required to maintain certification, not a CME, no costs, not requesting use of District vehicle)
 2. Santiago Toledo - (not required to maintain certification, not a CME, no costs, not requesting use of District vehicle)
- D. Todd Belsky: “Electrical Fire Investigation”, May 20 – 22, 2020 at NYS Academy of Fire Science in Montour Falls. (required to maintain certification, not a CME, \$25 registration, \$84 lodging, meals provided, requesting use of District vehicle, 14 hours District time, 31 hours personal time) – *previously BOFC approved at the 04/23/19 meeting under the Fire Investigation Grant; initial class was canceled due to low enrollment, now 10 hours less District time, 5 hours more own time - 95% covered by Fire Investigation Grant*
- E. Tyler Pettit: “Fire Officer II – National Exam”, April 4, 2020 at AFD Station 3. (not required to maintain certification, not a CME, no costs, requesting use of District vehicle, 10 hours District time)
- F. Johel Dongo: “ACLS – EP”, February 7, 2020 at AFD Station 3. (required to maintain certification, is a CME, no costs, 7 hours own time)
- G. Johel Dongo: “PALS”, February 3, 2020 at AFD Station 3. (required to maintain certification, is a CME, no costs, 7 hours own time)

The following school requests require consideration by the Board of Fire Commissioners:

- A. Michael McNamee: “Fire Officer III”, February 3 – 7, 2020 & February 24 – 28, 2020 at NYS Academy of Fire Science in Montour Falls. (not required to maintain certification, not a CME, no costs, not requesting use of District vehicle, 62 hours District time, 84 hours own time)

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

- Motion Carried, 5 – 0

- B. Luke Lyons: “Principles of Instruction”, September 12 – 13, 2020 at NYS Academy of Fire Science in Montour Falls. (not required to maintain certification, not a CME, \$25 registration, \$71 lodging, meals provided, requesting use of District vehicle, 24 hours own time)

A motion was made by Comm. Adams to approve the request by Luke Lyons as described. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

XII. ITEMS FOR EXECUTIVE SESSION

- A. Chief Steenbergh – employment history of seven (7) individuals

- B. Comm. Adams – the proposed acquisition, sale or lease of real property

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

- Motion Carried, 5 – 0

The Board adjourned to Executive Session at 7:24 p.m.

XIII. EXECUTIVE SESSION

The Board came out of Executive Session at 8:00 p.m. and returned to Open Session.

XIV. OPEN ITEMS

A motion was made by Comm. Chimento to deny the FOIL appeal based on our Attorney’s recommendation. Seconded by Comm. Griffing.

- Motion Carried, 5 – 0

A motion was made by Comm. Adams to allow Denise and Shannon to carryover four (4) hours of vacation time to 2020. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

A motion was made by Comm. Chiumento to approve the employment agreements as posted for Renee and Denise and resolutions for Shannon and Adam. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

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

- Motion Carried, 5 – 0

No time was noted when the meeting adjourned.

Respectfully Submitted,

Renee O’Neill
District Secretary

