



# Arlington Fire District

11 Burnett Boulevard  
Poughkeepsie, NY 12603  
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Business: (845) 486-6300  
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**For Emergencies**  
***DIAL 911***

*“Safeguarding Our Community”*

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## **BOARD OF FIRE COMMISSIONERS MEETING MINUTES February 7, 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

Chairman Chiumento opened the Arlington Fire District Board of Fire Commissioners’ meeting at 7:05 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. Longi to approve Abstract 22–2A. This consists of \$1,607.90 in paid bills with a total of 4 checks and \$189,089.34 in unpaid bills with a total of 66 checks for a grand total of \$190,697.24, totaling 70 checks. Seconded by Comm. Dore.

Brief discussion.

- Motion Carried, 5 – 0

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. **January 24, 2022 Board of Fire Commissioners' Meeting**

Brief discussion.

A motion was made by Comm. Longi to amend the minutes of the January 24, 2022 as shown below. Seconded by Comm. Valdez.

Discussion.

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

1. “Personnel Administrator” should be “Office Manager”.

*As a result of Executive Session, a motion was made by Comm. Longi to raise the pay for the Personnel Administrator at a rate of \$50.00 per hour retro to 01/01/22. Seconded by Comm. Valdez.*

*Brief discussion.*

- *Motion Carried, 3 – 1 – 1 (Comm. Van Itallie opposed, Comm. Dore abstained)*

2. “Sean Castano” should be “Shawn Castano” (misspelling)

*As a result of Executive Session, a motion was made by Comm. Dore to hire for firefighters, Sean Castano, Anthony Dragonetti, Mark Kolor, Sean McGovern, Ryan VanNess and Richard Court, with a start date to be determined by the Chief and seniority based on the order. Seconded by Comm. Valdez.*

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

3. “Personnel Administrator’s” should be “Office Manager’s”

*A motion was made by Comm. Longi to authorize the Treasurer to get a credit card for the Business Manager and deactivate the Personnel Administrator’s credit card. Seconded by Comm. Valdez.*

*Brief discussion.*

- *Motion Carried, 5 – 0*

A motion was made by Comm. Longi to put an end date of December 31, 2022 for the Office Manager. Seconded by Comm. Valdez.

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

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

- A. Service Awards – Comm. Valdez & Comm. Longi
  1. Received emails dated January 21, 2022 and January 28, 2022 from GFNB regarding “Investment Update”.
  2. Received January 27, 2022 from PenFlex the 2021 GASB 73 Financial Statement Disclosure Package.
- B. District Inspections – Comm. Longi & Comm. Van Itallie
- C. District Officers / Chief Liaison – Comm. Chiumento & Comm. Dore
- D. EMS & Paramedic Liaison – Comm. Valdez & Comm. Van Itallie
- E. Public Relations – Comm. Chiumento & Comm. Dore
- F. Equipment Maintenance – Comm. Valdez & Comm. Van Itallie
- G. Buildings and Grounds – Comm. Dore & Comm. Van Itallie
- H. Capital Equipment – Comm. Dore & Comm. Longi
- I. Union Negotiations & Contract – Comm. Chiumento & Comm. Dore
- J. Career Staff Liaison – Comm. Chiumento & Comm. Dore
- K. Volunteer Recruitment – Comm. Valdez & Comm. Longi
  1. Leslie Chason, Engine Co. #1 – change from in District to out of District member.
  2. Codie Brazee, Rochdale Fire Company – change from in District to out of District member.

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

Discussion.

- Motion Carried, 5 – 0

- L. District Safety & Health – Comm. Dore & Comm. Valdez
- M. Strategic Plan – Comm. Longi & Comm. Valdez
- N. Finance Committee – Comm. Chiumento & Comm. Van Itallie
  1. Comm. Chiumento reported that a meeting was held prior to this meeting to review the December 31, 2022 Preliminary Financial Report and to go over some items with Comm. Van Itallie since he is new. Would like to have monthly meetings.
- O. IT Operations Committee – Comm. Van Itallie & Comm. Longi
- P. Croft Lease – Comm. Valdez & Comm. Longi
- Q. Rochdale Lease – Comm. Chiumento & Comm. Van Itallie

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

- A. Card received from AFD Bookkeeper Denise Holzberger thanking the BOFC and staff for the flowers sent.

- B. Received February 1, 2022, Commissioner Phil Van Itallie's Certificate of Completion for the required Fire Commissioner Training.

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

- A. E-mail dated January 19, 2022 from Richard Grabowicz of Croft Corners Fire Company resigning as an active member of AFD.

A motion was made by Comm. Dore to approve his resignation. 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*

- A. Comm. Valdez
  - 1. Read a letter from students of Amherst College and the need to have family at sporting events.
- B. Board consideration of the following:
  - 1. District Secretary Renee O'Neill agreement with AFD
  - 2. Bookkeeper Denise Holzberger agreement with AFD
  - 3. Typist Shannon Shook resolution with AFD

A motion was made by Comm. Longi to approve 1, 2 & 3. Seconded by Comm. Dore.

- Motion Carried, 5 – 0

- C. Board consideration of the Memorandum of Agreement with Local 2393 regarding the MOA (Acting Battalion Chief) dated June 21, 2021 to extend it to September 1, 2022.

A motion was made by Comm. Longi to approve the extension of the Memorandum of Agreement. Seconded by Comm. Chiumento.

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

X. **DISTRICT STAFF ITEMS**

- A. Chief William Steenbergh
  - 1. Informed by our Attorney that we nearly used up the 50 hour block of time. Extending offer of another 50 hours at discounted rate.

A motion was made by Comm. Longi to approve the extension and purchase another 50 hours at the same discounted rate with our law firm. Seconded by Comm. Van Itallie.

- Motion Carried, 5 – 0

2. Association of Fire Districts of Dutchess County membership application and dues statement was received. Was not part of the preapproved Associations approved in January; wanted to know if there was interest by the Commissioners to attend; cost of membership is \$125.

Discussion.

A motion was made by Comm. Longi to approve joining the Association of Fire Districts of Dutchess County. Seconded by Comm. Valdez.

- Motion Carried, 5 – 0

B. Assistant Chief Eric Philipp

1. Dutchess County St. Patrick's Day Parade in the Village of Wappingers on Saturday, March 5<sup>th</sup>. Line up at 12:00; Step off at 1:00; requesting 32-57.

A motion was made by Comm. Chiumento to participate using a District rig. (Motion withdrawn)

Discussion.

A motion was made by Comm. Dore to approve an apparatus at the parade. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

2. Starting 2022 training with OSHA on Wednesday.

C. Director of EMS David Violante

1. CDC and NYS Department of Health updated COVID guidelines related to terminology in areas that do not have to do with us such as school gatherings and congregate gatherings. We are following the guidelines and doing well.

D. Treasurer James Passikoff

1. Finance Committee met and reviewed the December 31, 2021 Preliminary report. Any questions, reach out to him.

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.

For Commissioners notification purposes only:

- A. Adam Kangas: “5 Points of Command”, February 2, 2022 at Westchester Fire Academy. (\$35 registration)
- B. “Rigging Class”, February 3, 2022 at Peckham Quarry in Dover. (No cost)
  - 1. Justin Drum
  - 2. Joseph Tarquinio
  - 3. William Tompkins
- C. James Minunni: “SCBA Tech Recert”, February 10, 2022 (online). (No cost)
- D. “Live Fire 1403”, February 18, 2022 at AFD HQ. (No registration cost; 95% covered by *Officer Training Grant*)
  - 1. James McGoldrick
  - 2. James Minunni
  - 3. Luke Lyons
  - 4. Jason Caulfield
  - 5. Joseph Moore
  - 6. Erin Hanlon
- E. “Incident Safety Officer”, February 21, 2022 at AFD HQ. (No registration cost; 95% covered by *Officer Training Grant*)
  - 1. James McGoldrick
  - 2. James Minunni
  - 3. Luke Lyons
  - 4. Joseph Moore
  - 5. Erin Hanlon

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

- A. “ICS–300”, February 7 – 9, 2022, online. (\$250 per student; 95% covered by *Officer Training Grant*)
  - 1. Christopher Mills
  - 2. Adam Kangas
  - 3. Chris Saya
  - 4. John Dunderdale
  - 5. Rich Muellerleile
  - 6. Chris Rinck

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

- Motion Carried, 5 – 0

- B. “ICS–300”, February 9 – 11, 2022 at the FDNY Fire Academy. (No registration cost; 95% covered by *Officer Training Grant*)
  - 1. Gary Lewis
  - 2. Joseph Tarquinio

3. Bill Tompkins
4. Justin Drum
5. Jason Caulfield

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. One (1) item 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.

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 7:47 p.m.

## XIII. EXECUTIVE SESSION

The Board came out of Executive Session at 7:50 p.m. and returned to Open Session.

There were no open items for discussion and/or approval as a result of Executive Session.

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

- Motion Carried, 5 – 0

No time was given when the meeting adjourned.

Respectfully Submitted,

Renee O'Neill  
District Secretary

