



# Arlington Fire District

11 Burnett Boulevard  
Poughkeepsie, NY 12603  
www.afd.org

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 March 2, 2020**

### ATTENDEES:

Comm. Ralph Chimento, Jr. – Chairman – (absent)  
Comm. Jon Adams – Acting Chairman  
Comm. Bruce Griffing, II  
Comm. Peter Valdez – Vice Chairman – (absent)  
Comm. Peter Longi

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

Acting Chairman Adams opened the Arlington Fire District Board of Fire Commissioners’ meeting at 7:00 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. Longi to approve Abstract 20–3A. This consists of \$0 in paid bills with a total of 0 checks and \$42,449.74 in unpaid bills with a total of 20 checks for a grand total of \$42,449.74, totaling 20 checks. Seconded by Comm. Adams.

- Motion Carried, 3 – 0

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. February 24, 2020 Board of Fire Commissioners' Meeting

A motion was made by Comm. Longi to approve the February 24, 2020 Board of Fire Commissioners' meeting minutes. Seconded by Comm. Griffing.

- Motion Carried, 3 – 0

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

- A. Service Awards – Comm. Valdez & Comm. Adams
- 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
- 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*

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

- A. E-mail dated February 24, 2020 from Steve Graff of ROM on behalf of the Boy Scouts, requesting use of the ROM meeting room on April 8<sup>th</sup> and 22<sup>nd</sup> from 6:30 p.m. to 9:00 p.m.

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

- Motion Carried, 3 – 0

- B. E-mail dated January 28, 2020 from Kim Barela of the Poughkeepsie Plaza requesting volunteers and fire prevention materials for their “Spring Extravaganza” on Sunday, April 5<sup>th</sup> from 1pm to 3pm.

Chief Steenbergh reported that there are volunteers committed for this event.

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

- Motion Carried, 3 – 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. Training Bureau presentation on school request approval process - Postponed until the following Board meeting due to the absence of two Commissioners.
2. 2019 Volunteer training review - Postponed until the following Board meeting due to the absence of two Commissioners.
3. Discussed the status of Thomas Soja from last meeting.

A motion was made by Comm. Longi to extend Mr. Soja’s military leave for an additional year. Seconded by Comm. Adams.

- Motion Carried, 3 – 0

4. Juvenile Firesetters Program MOA – our attorney has no objections to the MOA that was prepared by Dutchess County.

A motion was made by Comm. Longi to approve the MOA for the Juvenile Firesetters. Seconded by Comm. Adams.

- Motion Carried, 3 – 0

B. Assistant Chief – Eric Philipp – (absent)

C. Director of EMS David Violante

1. Due to the COVID-19 panic, items have become unavailable or are at a higher cost. Monitoring it, following CDC directives and will keep the Board updated.

D. Treasurer James Passikoff

1. No financial report.
2. Requesting re-authorization to update the credit card holders with M & T Bank with a total of \$35K credit line.
  - A. James Passikoff - \$10K
  - B. William Steenbergh - \$9K

- C. Adam Packer - \$9K
- D. Thomas J. Burke, Jr. - \$7K

Treasurer Passikoff reported that M & T Bank accepted the resolution that was approved last year which had the same personnel and same credit limit amounts. Does not need Board action at this time.

## 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 certification; and have a registration cost of no more than \$100. For Commissioners notification purposes only:

No school requests were submitted for notification purposed only.

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

- A. Gary Lewis: “Building Collapse – In Service: NYTF2”, March 3, 4, & 5, 2020 in Oriskany, NY. (not required to maintain certification, not a CME, no costs, not requesting use of District vehicle, 14 hours District time, 20 hours own time) – *costs reimbursed by NYS*

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

- Motion Carried, 3 – 0

Chief Steenbergh submitted the following school request due to an opening in the class which was originally full.

- B. Jason Caulfield: “Fire Investigation (4 weekends), March 13 – 15, April 3 – 5, April 24 – 26 & May 15 – 17, 2020 at NYS Fire Academy in Montour Falls. (not required to maintain certification, not a CME, \$110 registration, \$417 lodging, meals provided, requesting use of District vehicle, 86 hours District time, 110 hours own time) – *95% covered by Fire Investigation Grant*

A motion was made by Comm. Longi to approve the additional school request as recited by the Chief. Seconded by Comm. Griffing.

- Motion Carried, 3 – 0

## XII. ITEMS FOR EXECUTIVE SESSION

- A. Chief Steenbergh – two (2) items related to the employment history of individuals

With no further open business to discuss, a motion was made by Comm. Adams to adjourn to Executive Session, to be attended by the three (3) Board members, David and the Chief. Seconded by Comm. Longi.

- Motion Carried, 3 – 0

The Board adjourned to Executive Session at 7:12 p.m.

XIII. **EXECUTIVE SESSION**

The Board came out of Executive Session at 7:24 p.m. and returned to Open Session.

XIV. **OPEN ITEMS**

As a result of Executive Session, a motion was made by Comm. Longi to approve the employment of Firefighter/Paramedic William Roser and Firefighter Howard Whitney with dates to be determined by the Chief. Seconded by Comm. Griffing.

- Motion Carried, 3 – 0

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

- Motion Carried, 3 – 0

No time was given 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: 3-2-2020

JOHN RICHARDSON	
Jason Catfield	