



Arlington Fire District

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For Emergencies
DIAL 911

"Safeguarding Our Community"

BOARD OF FIRE COMMISSIONERS MEETING MINUTES March 20, 2023

ATTENDEES:

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

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

Chairman Dore 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.

At this time, Chairman Dore offered a moment of silence for Past Deputy Chief Edward Ireland who passed away. He was also a charter member of Local 2393 and a life member of Engine Co. #1.

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

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

3. **ABSTRACT APPROVAL**

A motion was made by Comm. Longi to approve Abstract 23–3A. This consists of \$375,300.54 in paid bills with a total of 13 checks and \$62,095.72 in unpaid bills with a total of 38 checks for a grand total of \$437,396.26, totaling 51 checks. Seconded by Comm. Chiumento.

- Motion Carried, 5 – 0

4. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. February 27, 2023 Board of Fire Commissioners' Meeting

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

- Motion Carried, 5 – 0

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

A. Service Awards – Comm. Valdez & Comm. Longi

1. E-mail dated March 3, 2023 from Glens Falls National Bank regarding “Investment Update”.
2. Received from Glens Falls National Bank – “Statement of Value and Activity”: February 2023.
3. Received the 2022 LOSAP Firefighter records and certification form from:
 - A. Engine Company #1
 - B. Red Oaks Mill Fire Company
 - C. Rochdale Fire Company

Chief reported to the Board that Croft Corners is getting their records notarized and requesting Board consideration to approve all four companies to post for the thirty (30) days, so long as the District Secretary is presented with the official documents from Croft.

A motion was made by Comm. Longi to approve the companies LOSAP records and to post for the required thirty (30) days. Seconded by Comm. Chiumento.

- Motion Carried, 5 – 0

- 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
 1. Chief Steenbergh is requesting a meeting to go over repairs needed at Headquarters.
- 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
- L. District Safety & Health – Comm. Dore & Comm. Valdez
- M. Strategic Plan – Comm. Longi & Comm. Valdez
- N. Finance Committee – Comm. Chiumento & Comm. Van Itallie
- O. IT Operations Committee – Comm. Van Itallie & Comm. Longi

- P. Croft Lease – Comm. Valdez & Comm. Longi
- Q. Rochdale Lease – Comm. Chiumento & Comm. Van Itallie

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

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

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

- A. Patricia Conte – \$1,000.00 – In Memory of Past Chief Joseph Conte – requests to be earmarked to Fire Prevention, Training and Personal Safety Equipment.

A motion was made by Comm. Chiumento to allocate the \$1,000 to Fire Prevention, Training and Personal Safety Equipment. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

9. **COMMISSIONERS ITEMS** – *No reports and/or discussions unless otherwise noted*

- A. From last meeting – discuss Treasurer Bond
 - 1. Chief Steenbergh reported that the Board was provided price quotes to raise the Treasurer Bond if they choose. Currently the Bond is set at \$1 million.

Brief discussion. Will follow up in the near future. No action taken at this time.

- B. Comm. Valdez
 - 1. Brief discussion with Commissioners and Treasurer on the security of AFD funds.

Discussion. No action taken at this time.

10. **DISTRICT STAFF ITEMS**

- A. Chief William Steenbergh
 - 1. Discussed the final reconciliation of Croft Corners Fire Company construction receipts. Final amount is \$205,628.75. As per lease agreement, we have paid \$225,000 in payments and another \$33,750 in additional rent, for a total of \$258,750. Overage of \$53,121.31 that is due back to the Fire District. Wants to know what the Board would like to do regarding getting the overage back.

Brief discussion.

2. Spoke with Comm. Valdez regarding the Class A uniform. Also spoke to Captain Caulfield; ready to move forward with any Board members who want a Class A uniform to get measured.
 3. Brenda Lane, our Principal Account Clerk, has begun work on the 15th. Working with Greg and getting settled in.
 4. The two resignation/reinstatements have been approved and will begin here within the next week to ten (10) days.
- B. Assistant Chief Eric Philipp
1. Fire over the weekend; quick stop, great job.
- C. Director of EMS David Violante
1. Paramedics finishing Orientation time; doing very well.
- D. Treasurer James Passikoff
1. No financial report.
 2. Brenda working on bank reconciliations.

11. **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:

There were no school request submitted for notification purposes only.

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

- A. “2023 NYS IAAI Spring Seminar”, May 24 – 26, 2023 in Saratoga Springs, NY.
1. Justin Carlon – \$255 registration fee, requesting use of District vehicle
 2. Todd Belsky – \$255 registration fee, requesting use of District vehicle

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

- Motion Carried, 5 – 0

- B. “NYS AFD Annual Meeting”, May 18 – 19, 2023 in Verona, NY.
1. Greg Henson – (attending two nights) \$200 registration fee, \$500 lodging, requesting use of District vehicle.

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

- Motion Carried, 5 – 0

2. William Steenbergh – (attending one night) - \$200 registration fee, \$200 lodging, requesting use of District vehicle.

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

- Motion Carried, 5 – 0

C. “NYS Instructors Authorization Training”, March 25 – 31, 2023 at NYS Academy at Montour Falls.

1. Chris Weiner - \$25 registration, \$5.00 materials, requesting use of District vehicle.
2. James Merritt - \$25 registration, \$5.00 materials
3. Joseph Tarquinio - \$25 registration, \$5.00 materials

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

- Motion Carried, 5 – 0

12. **ITEMS FOR EXECUTIVE SESSION**

A. Chief Steenbergh

1. Three (3) 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. One (1) item for collective bargaining negotiations.
3. One (1) item related to the acquisition or sale of real property.

B. Assistant Chief Eric Philipp

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.

With no further open business to discuss, a motion was made by Comm. Van Itallie to adjourn to Executive Session. Seconded by Comm. Chiumento.

- Motion Carried, 5 – 0

The Board adjourned to Executive Session at 7:51 p.m.

13. **EXECUTIVE SESSION**

The Board came out of Executive Session at 9:59 p.m. and returned to Open Session.

14. **OPEN ITEMS**

As a result of Executive Session, a motion was made by Comm. Chiumento to appoint Jennifer Loucks to the position of Senior Account Clerk at a date to be determined by the Chief and approve her employment agreement. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

As a result of Executive Session, a motion was made by Comm. Chiumento to remove Kip Miller and Steve Common from the District roles. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

As a result of Executive Session, a motion was made by Comm. Longi to purchase from Mechanicstown, the Tech Rescue vehicle for \$100,000, fully stocked with all the equipment, and declare the trailer that currently has the materials on for rescue incidents to be sold as market value. Seconded by Comm. Chiumento.

- Motion Carried, 5 – 0

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

- Motion Carried, 5 – 0

Meeting adjourned at 10:04 p.m.

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: 3-20-23
