



Arlington Fire District

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For Emergencies
DIAL 911

“Safeguarding Our Community”

*** Please note that this Board of Fire Commissioners meeting was broadcasted live via videoconferencing using the platform Zoom and by telephone call in. The Board of Fire Commissioners could not meet publically due to the Coronavirus pandemic. This is as per the NYS Governor’s Executive Order 202.1. In addition to these meeting minutes, a full transcript will be made available once approved by the Board of Fire Commissioners.***

BOARD OF FIRE COMMISSIONERS MEETING MINUTES April 6, 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 7:00 p.m. and took a roll call of the attendees.

I. **PUBLIC COMMENT PERIOD** – There were no comments submitted prior to the meeting via e-mail to contactus@afd.org.

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

III. **ABSTRACT APPROVAL**

A motion was made by Comm. Adams to approve Abstract 20–4A. This consists of \$279,910.16 in paid bills with a total of 12 checks and \$48,202.03 in unpaid bills with a total of 44 checks for a grand total of \$328,112.19, totaling 56 checks. Seconded by Comm. Valdez.

- Motion Carried, 5 – 0

- B. Re-approval of Abstract 20–3B due to transposed numbers on the NYS Academy of Fire Sciences bill that was found by Comm. Griffing.

A motion was made by Comm. Chimento to approve Abstract 20–3B. This consists of \$12.18 in paid bills with a total of 1 check and \$112,314.16 in unpaid bills with a total of 42 checks for a grand total of \$112,326.34, totaling 43 checks. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

- A. March 16, 2020 Board of Fire Commissioners Meeting

A motion was made by Comm. Chimento to approve the March 16, 2020 Board of Fire Commissioners’ meeting minutes. Seconded by Comm. Griffing.

- Motion Carried, 5 – 0

A motion was made by Comm. Chimento to rescind the motion that we had made to establish a new title of Personnel Assistant. Seconded by Comm. Adams.

- Motion Carried, 5 – 0

A motion was made by Comm. Longi to retitle the position to Personnel Administrator and not Personnel Assistant. Seconded by Comm. Adams.

- Motion Carried, 5 – 0

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

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

- 1. Board to approve the following so the fire companies can post for the required thirty (30) days.

- A. Received March 17, 2020, Engine Co. #1’s revised 2019 Fire Department Service Certification, 2019 Firefighter Records and 2019 LOSAP Excel spreadsheet.
- B. Received March 19, 2020, Red Oaks Mill’s revised 2019 Fire Department Service Certification, 2019 Firefighter Records and 2019 LOSAP Excel spreadsheet.

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

- Motion Carried, 5 – 0

- 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*

- A. E-mail dated March 23, 2020 from Jim Beretta to the Board of Fire Commissioners regarding meetings during COVID-19.

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

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. Discussed the current status of COVID-19 that included staff and operational changes; some members testing positive but recovered and are back to work; some self quarantining due to exposure on calls or family exposures; supplies being a challenge; continuing to work with the County and State to obtain supplies; staff researching online for new vendors; will continue to purchase items to remain operational; no timeline yet on FEMA reimbursement, its opened ended at this point; internally categorizing COVID-19 expenditures.
- B. Assistant Chief – Eric Philipp
 - 1. Chimney fire on March 21st in Kingwood Park; thanked the crews who did a great job especially during this time.

- C. Director of EMS David Violante
 - 1. Thanked the crews and knows they are under a ton of stress. Thanked Chief Steenbergh and the BOFC for being very supportive and how we are doing things. Continues to have conference calls with the NYS Department of Health, Region and following up with the DC Department of Public Health and local hospitals. State has put out certifications updates for everyone to remain certified. Following CDC and State guidelines for PPE; continues to monitor this and we respond accordingly.

- D. Treasurer James Passikoff
 - 1. Chairman Chiumento acknowledged receipt of the Treasurer's February 2020 monthly Financial Report for the District. No March bank statements yet; Chief Steenbergh asked him to have a separate line in the financial report for COVID-19 expenses on page 8 under "fire operations".

XI. **SCHOOL REQUESTS**

No school requests were submitted for consideration.

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

- Motion Carried, 5 – 0

Meeting adjourned at 7:29 p.m.

Respectfully Submitted,

Renee O'Neill
District Secretary

NOTE: There is no public sign in sheet available due to this meeting being audio/video conferenced. There were a total of 12 participants which included the attendees noted at the beginning of the meeting and 2 others who logged into Zoom to watch or listen to the meeting.