



Arlington Fire District

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

Business: (845) 486-6300
Fax: (845) 486-6322

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 May 4, 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

- A. Jim Beretta emailed his public comments through contactus@afd.org prior to the meeting on May 3, 2020 and added an additional comment on May 4, 2020. Chairman Chiumento read his e-mail. No action taken by the Board.

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 20-5A, consisting of paid bills in the accumulative amount of \$7,918.91 totaling 6 checks and unpaid bills in the accumulative amount of \$76,852.79, totaling 37 checks for a total of \$84,771.70 and 43 checks. Seconded by Comm. Longi.

ROLL CALL:

Comm. Valdez – “Aye”
Comm. Griffing – “Aye”
Comm. Longi – “Aye”
Comm. Adams – “Aye”
Comm. Chimento – “Aye”

- Motion Carried, 5 – 0

IV. APPROVAL OF PREVIOUS MEETING MINUTES

A. April 20, 2020 Board of Fire Commissioners Meeting

A motion was made by Comm. Adams to approve the minutes as described. Seconded by Comm. Longi.

ROLL CALL:

Comm. Valdez – “Aye”
Comm. Griffing – “Aye”
Comm. Longi – “Aye”
Comm. Adams – “Yes”
Comm. Chimento – “Aye”

- Motion Carried, 5 – 0

B. Chairman Chimento acknowledged receipt of the April 20, 2020 BOFC meeting transcript.

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

- A. Service Awards – Comm. Valdez & Comm. Adams
1. Received from Glens Falls National Bank – “Statement of Value and Activity” – March 2020.
 2. Received an email dated April 22, 2020 from PenFlex regarding Service Awards during the COVID-19 pandemic.
- B. District Inspections – Comm. Longi & Comm. Adams
C. District Officers / Chief Liaison – Comm. Chimento & Comm. Longi
D. EMS & Paramedic Liaison – Comm. Valdez & Comm. Chimento
E. Public Relations – Comm. Adams & Comm. Chimento
F. Equipment Maintenance – Comm. Longi & Comm. Griffing
G. Buildings and Grounds – Comm. Adams & Comm. Longi
H. Capital Equipment – Comm. Chimento & Comm. Longi
I. Union Negotiations & Contract – Comm. Griffing & Comm. Chimento
J. Career Staff Liaison – Comm. Griffing & Comm. Chimento
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. Chimento & 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. Received April 23, 2020, Commissioner Ralph Chiumento’s Certificate of Completion for the required Commissioner Training.

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. Accept \$600 donation from Friendly Ford with the stipulation that it is to be used for Personal Protection Equipment for our members.

A motion was made by Comm. Adams to accept that donation, the \$600 from Friendly Ford, with the understanding that it be used as described by the donor for Personal Protective Equipment. Seconded by Comm. Longi.

ROLL CALL:

- Comm. Valdez – “Aye”
- Comm. Griffing – “Aye”
- Comm. Longi – “Aye”
- Comm. Adams – “Aye”
- Comm. Chiumento – “Aye”

- Motion Carried, 5 – 0

- 2. Declare 75 +/- Motorola 12550-HT portable radios as surplus, and authorize the Chief to sell them.

A motion was made by Comm. Adams to declare as surplus the radios formally used by the District and the number determined by the Chief with the Chief retaining those he thinks are useful for continued use. Seconded by Comm. Longi.

ROLL CALL:

- Comm. Valdez – “Aye”
- Comm. Griffing – “Aye”
- Comm. Longi – “Aye”
- Comm. Adams – “Yes”
- Comm. Chiumento – “Aye”

- Motion Carried, 5 – 0

3. Review and approve final job description for Personnel Administrator. Authorize Chief to advertise for position and solicit resumes.

A motion was made by Comm. Longi to approve the job description for Personnel Administrator. Seconded by Comm. Griffing.

ROLL CALL:

Comm. Valdez – “Aye”
Comm. Griffing – “Aye”
Comm. Longi – “Aye”
Comm. Adams – “Aye”
Comm. Chiumento – “Aye”

- Motion Carried, 5 – 0

A motion was made by Comm. Chiumento to allow the Chief to solicit resumes and/or advertise for the position. Seconded by Comm. Adams.

ROLL CALL:

Comm. Valdez – “Aye”
Comm. Griffing – “Aye”
Comm. Longi – “Aye”
Comm. Adams – “Aye”
Comm. Chiumento – “Aye”

- Motion Carried, 5 – 0

4. Briefly updated the BOFC re: COVID-19. Have received monetary (Friendly Ford), material and food donations; thank you letters have been going out and gives public recognition on our Facebook page. Participating in birthday drive-bys; average 3-4 a day. Response numbers are dropping; went from 13% in the beginning to 26% in April and now single digits so far; outside training starting this week with the probationary firefighters; will keep an eye on the numbers and if everything is good, will begin hands on training with the on duty crew next week; the guys should be commended for their hard work in keeping everyone healthy – from situational awareness, wearing the gear properly, decontaminating themselves and equipment, disinfecting the stations; waiting to hear about the fire academy, still have probationary firefighters that need to attend.
5. Received a denial letter for turnout gear washing machine grant. Will have to look at this in the future, still not working properly.

B. Assistant Chief – Eric Philipp

1. Had another second alarm fire on South Road since last meeting; great job by all.

- C. Director of EMS David Violante
 - 1. Updated the BOFC re: COVID-19; echoed what Chief Steenbergh stated about the guys doing a great job with patient care, using PPE, decontaminating themselves and the stations. Will see the number of cases increase related to nicer weather and as social distancing becomes lax; keeping an eye on that and not changing operations until there are dramatic changes such as a vaccine; good with PPE and disinfectants. Keeping up on changing protocols and policies. Treating every patient as a positive to keep everyone safe.

- D. Treasurer James Passikoff
 - 1. No financial report.

 - 2. Reported that he applied for an additional extension for the filing of the Annual Update Document (AUD); waiting to hear back from Albany.

XI. **SCHOOL REQUESTS**

No school requests were submitted for consideration.

XII. **ITEMS FOR EXECUTIVE SESSION**

- A. Chief Steenbergh
 - 1. One (1) item that would imperil public safety

 - 2. One (1) item for collective bargaining and negotiations

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

ROLL CALL:

Comm. Valdez – “Aye”
Comm. Griffing – “Aye”
Comm. Longi – “Aye”
Comm. Adams – “Aye”
Comm. Chiumento – “Aye”

- Motion Carried, 5 – 0

The Board adjourned to Executive Session at 7:23 p.m.

XIII. **EXECUTIVE SESSION**

The Board came out of Executive Session at 8:34 p.m. and returned to Open Session.

XIV. OPEN ITEMS

There were no items as a result of Executive Session.

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

ROLL CALL:

Comm. Valdez – “Aye”

Comm. Griffing – “Aye”

Comm. Longi – “Aye”

Comm. Adams – “Aye”

Comm. Chiumento – “Aye”

- Motion Carried, 5 – 0

No time given but the meeting adjourned at 8:36 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 14 participants which included the attendees noted at the beginning of the meeting and 4 others who logged into Zoom to watch or listen to the meeting.