



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"

BOARD OF FIRE COMMISSIONERS MEETING MINUTES May 15, 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
Treasurer: James Passikoff – (absent)

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.

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**
Comm. Van Itallie made a motion to approve Abstract 23–5B. This consists of \$20,919.84 in paid bills with a total of 3 checks and \$405,991.35 in unpaid bills with a total of 36 checks for a grand total of \$426,911.19, totaling 39 checks. Seconded by Comm. Chiumento.

- Motion Carried, 5 – 0

4. **APPROVAL OF PREVIOUS MEETING MINUTES**

- A. May 1, 2023 Board of Fire Commissioners' Meeting
Comm. Chiumento made a motion to approve the May 1, 2023 Board of Fire Commissioners' meeting minutes. Seconded by Comm. Van Itallie.

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

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

- A. Service Awards – Comm. Valdez & Comm. Longi
1. Received Engine Co. #1, Red Oaks Mill Fire Company, Rochdale Fire Company and Croft Corners Fire Company's 2022 LOSAP Posting Certification form. Chairman Dore signed the 2022 Sponsor Authorization form so District Secretary O'Neill can mail the 2022 LOSAP records to PenFlex for processing.
 2. E-mail dated May 5, 2023 from Glens Falls National Bank regarding "Investment Update".
- 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. Application ready for Board approval: Joseph Petrocelli, Company 3, Fire / EMS.

Comm. Valdez made a motion to approve Joseph Petrocelli, Company 3, Fire / EMS. Seconded by Comm. Chiumento.

Brief discussion.

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

- 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*
9. **COMMISSIONERS ITEMS** – *No reports and/or discussions unless otherwise noted*
Comm. Valdez spoke about Memorial Day and thanked those who served.
10. **DISTRICT STAFF ITEMS**
 - A. Chief William Steenberg
 1. Battalion Chief George Finn working with the Town of Poughkeepsie Water Department regarding testing of fire hydrants. Battalion Chief Finn, who was in the audience, spoke about a proposal between the Town Water Department and AFD. The proposal is attached to these minutes and he is requesting approval.

Lengthy discussion.

Comm. Chiumento made a motion to approve the proposal. Seconded by Comm. Van Itallie.

- Motion Carried, 5 – 0 – 0

2. The Business Office is fully staffed and thanked the Board for approving the change to a full-time position.
3. Brief discussion regarding ceremonial practices (i.e. Class A's, Honor Guard's) and the next step is to have an official Fire District Chaplain. Working with a committee within the Union and it is requested to approve John Koenig from St. John's Church on Wilbur Boulevard as the Fire District Chaplain. Well versed in Fire Department ceremonies; available to the fire companies as well. Only cost would be possibly a Class A and a badge.

Comm. Chiumento made a motion to approve Jeff Koenig as the Chaplain for the Arlington Fire District. Seconded by Comm. Longi.

- Motion Carried, 5 – 0 – 0

4. Discussion regarding septic/sewer at HQ. Continuing to have issues. Next step is having an engineering firm help us with formal bid specifications on fixing the sewer main. Reached out to Chazen (now LaBella) to help us.
5. Discussion regarding update on Rochdale code review process. All predicated on if the Board moves forward with Rochdale; had a conversation with the firm to include the measurement of the

building, code review plans, building codes of NYS, the ADA standards, preliminary and various options for projected costs. Retainer fee is \$8700 for Mauri Associates to do this work. Requesting Board authorization to have him sign the retainer and to move forward with the process, all contingent upon the Board making a decision on Rochdale.

Brief discussion.

Comm. Van Itallie made a motion to approve \$8700 for preliminary documents. Seconded by Comm. Chiumento.

- Motion Carried, 5 – 0 – 0

6. Notification to the Board that he will not be in attendance at the next Board meeting on June 5th.

B. Assistant Chief Eric Philipp – No report.

C. Director of EMS David Violante

1. Commencement this weekend at Vassar College and their reunion next weekend. Staffing as usual in the past and Vassar will reimburse AFD for the costs of the vehicles and personnel.

2. Next week is “EMS Week” and thanked all for what they do.

D. Treasurer James Passikoff – (absent)

Brief discussion regarding the lack of financial reports.

11. **SCHOOL REQUESTS**

No school requests were submitted.

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 the proposed acquisition of real estate.

Chief Steenbergh requested the Union be invited in Executive Session for one of his personnel items.

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

- Motion Carried, 5 – 0 – 0

The Board adjourned to Executive Session at 7:49 p.m.

13. **EXECUTIVE SESSION**

The Board came out of Executive Session at 8:21p.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, Comm. Chiumento made a motion to adjourn the meeting. Seconded by Comm. Longi.

- Motion Carried, 5 – 0 – 0

Meeting adjourned at 8:22 p.m.

Respectfully Submitted,

Renee O'Neill
District Secretary

Town of Poughkeepsie (TOP) Water Department

Hydrant Testing Proposal

Goal:

Complete a District wide comprehensive NFPA 291 test of the water/hydrant system in the months of May & June 2023.

Known Facts:

There are over 1500 municipal and private hydrants throughout the District. We have most hydrants mapped via GPS coordinates, but only 10% have been documented and tested per the NFPA 291 standard. There is a belief that areas of the Arlington Fire District have significant water supply/pressure deficiencies and comprehensive testing data is needed to confirm this theory. Confirmation and data are required for the engineering department to develop an infrastructure plan to correct the deficiencies. Additionally, In depth knowledge of the hydrant/water supply system is critical for tactical fire suppression decision making.

The Plan:

The Town of Poughkeepsie Water Superintendent, Tom Colgan, has segregated the district into 19 testing zones totaling 558 hydrants. Two teams, 1-AFD & 1-TOP Water, will test 2 zones over an 8 hour workday. TOP Water will provide a member to lesion with the AFD hydrant testing detail.

- 558 municipal hydrants
- Water Department will test half & AFD will be responsible for approximately 279 hydrants
- 19 zones / approximately 1 zone per day = 19 days
- 1 extra day added of overages/complications = 20 days
- 20 days @ 8 hours per day = 160 hours
- 20 days/ 5 days per week = 4 weeks

The Request:

A Local 2393 member shall be hired for an 8 hour workday, assigned to hydrant testing detail, over the course of 160 hours. An on-duty, in-service engine company will also be assigned to support hydrant testing on all scheduled days and worked around when practicable.



ARLINGTON FIRE DISTRICT

11 Burnett Blvd Poughkeepsie, NY 12603

FIRE HYDRANT FLOW TEST

LOCATION: _____

DATE: _____

OBSERVERS: _____

TIME: _____

TEST HYDRANTS			
FLOW HYDRANT		RESIDUAL HYDRANT	
LOCATION		LOCATION	
ROVER ID		ROVER ID	

TEST NUMBER	PRESSURE (PSI)			OUTLET DIAMETER	OUTLET COEFFICIENT	NOTES
	STATIC	RESIDUAL	PITOT			

NOTES:

FIRE PREVENTION OFFICE USE ONLY

TEST NUMBER	PRESSURE (PSI)			PSI DROP	OBSERVED GPM	CALCULATED GPM @ 20psi	NFPA 291 COLOR
	STATIC	RESIDUAL	PITOT				

____/____/____
____/____/____
____/____/____

- ☐ Available Fire Flow Calculated
- ☐ Fire Prevention Office Records Updated
- ☐ Spotted Dog Map Updated



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: 5/15/23
