



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"

BOARD OF FIRE COMMISSIONERS MEETING MINUTES June 26, 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

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 23–6B. This consists of \$965,821.80 in paid bills with a total of 7 checks and \$67,056.35 in unpaid bills with a total of 46 checks for a grand total of \$1,032,878.15, totaling 53 checks. Seconded by Comm. Valdez.

- Motion Carried, 5 – 0

4. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. June 5, 2023 Board of Fire Commissioners' Meeting

Comm. Longi made a motion to approve. Seconded by Comm. Chiumento.

- Motion Not Carried.

Chief Steenbergh informed the Board the correct spelling of Past Commissioner Stanszak's name was done after it was posted and circulated.

Comm. Van Itallie made a motion to approve the minutes with this correction. Seconded by Comm. Chiumento.

- Motion Carried, 5 – 0 – 0

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

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

1. E-mails received June 2 & June 16, 2023 from Glens Falls National Bank regarding "Investment Update".

2. Received from Glens Falls National Bank, "Statement of Value and Activity" May 2023.

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

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

Comm. Valdez reported there is an issue with Headquarters but will defer it to Chief Steenbergh under his items to discuss.

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

A. Received the April 25, 2023 meeting minutes from the Association of Fire Districts of Dutchess County.

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*

A. Reminder: Next Board of Fire Commissioners meeting is Monday, July 17th.

B. Brief discussion regarding the purchase of Rochdale Firehouse. Chief Steenbergh reported the final draft of the purchase contract was circulated to the Board, posted in the agenda packet, shared with representatives of Rochdale, and approved by the Attorney as to form and content.

Comm. Chiumento made a motion to authorize the Chairman to sign the purchase contract for the Rochdale firehouse. Seconded by Comm. Van Itallie.

- Motion Carried, 4 – 1 – 0 (Comm. Valdez voted “no”)

10. **DISTRICT STAFF ITEMS**

A. Chief William Steenbergh

1. Probationary Firefighters Kevin Glinski and Andrew Rayburn completed their training requirements. Recommendation is to remove them from probation.

Comm. Dore made a motion that we remove those two firefighters from probation. Seconded by Comm. Chiumento.

- Motion Carried, 5 – 0

2. Received a letter from the State Fire Administrator regarding Herbert Bishop, a past member of the career staff who died in the line of duty in 1949. He is being added to the Fallen Firefighter Memorial wall in Albany. There will be a ceremony on October 10th at Empire State Plaza. More information will come.

3. Received an Engineering price quote for the sewer issue at Headquarters from C.T. Male Associates in the amount of \$15,200 which includes continued diagnosis of the problem; marking out and assisting the Fire District in plans and specifications for the remediation; assist and review bid documents that we would receive due to the possibility of being the over \$35K bidding threshold; will be available for questions, answers or adjustments and oversee the work while its being done by the awarded contractor.

Comm. Chiumento made a motion to approve that RFP. No second was made.

Chief Steenbergh requested doing that along with a permissive referendum to pay for this out of the Building Reserve Fund. Will do a separate permissive referendum for the bidding process.

Comm. Chiumento made a motion to have a permissive referendum up to \$16,000 from the Building Reserve Fund to pay for the architectural work needed to solve the sewer problem. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

4. First stage of the hydrant testing project has been completed; the Board approved 160 hours and it was completed after 104 hours of overtime. Next phase is completing the data and working with the Town Engineer. All hydrants were serviced and tested. No breakages or damage. A total of 550 hydrants were tested.

B. Assistant Chief Eric Philipp – No report.

C. Director of EMS David Violante

1. Dutchess Community College requesting use of the ambulance for their MCI drill on August 7, 2023 from 5:00 p.m. to 9:00 p.m. Steve Graff will pick up and drop off. We do this every year.

Comm. Chiumento made a motion to approve it. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

D. Treasurer James Passikoff

1. Chairman Dore acknowledged receipt of the Treasurer's May 31, 2023 Financial Report for the District.

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:

- A. "Rope Rescue Operations", June 20 – 23, 2023 at DC Fire Training Center. (No cost – overtime covered by Dutchess County Grant)
 1. Michael Finn
 2. Cory Dubetsky
 3. Ryan Fincham
 4. Justin Drum
 5. Michael McNamee
 6. Howard Whitney

7. John Dunderdale
8. Jason Caulfield
9. Manuel Villa-Ortiz

B. “Rope Rescue Operations”, June 27 – 30, 2023 at DC Fire Training Center. (No cost – overtime covered by Dutchess County Grant)

1. Carl Cacace
2. Donald Robison
3. Seth Goldstein
4. Hunter Rogers
5. John Clavin
6. Branden Benedetto
7. Steven Rancourt
8. Chris Lewis
9. Justin Carlon
10. Luke Lyons
11. Erin Hanlon

C. Gary Lewis: “Void Search: In Service - NY Task Force 2”, June 20, 2023 in Guilderland, NY. (No cost)

D. Justin Carlon: “DC JFIRE Program”, August 30 – 31, 2023 at DCDER. (No cost)

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

A. Cory Dubetsky: “Fire Instructor I”, June 30 – July 2, 2023 & July 8 – 9, 2023 in Albany, NY. (No cost).

Comm. Longi made a motion to approve. Seconded by Comm. Chiumento.

- Motion Carried, 5 – 0

B. William Morrissey: “Swift Water / Flood Rescue Technician”, August 22 – 25, 2023 at NYS Preparedness Center. (No cost)

Comm. Chiumento made a motion to approve. Seconded by Comm. Longi.

- Motion Carried, 5 – 0 – 0

12. **ITEMS FOR EXECUTIVE SESSION**

A. Chief Steenbergh – Six (6) 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, Comm. Van Itallie made a motion to adjourn to Executive Session. Seconded by Comm. Chiumento.

- Motion Carried, 5 – 0 – 0

The Board adjourned to Executive Session at 7:20 p.m.

13. **EXECUTIVE SESSION**

The Board came out of Executive Session at 8:12 p.m. and returned to Open Session.

14. **OPEN ITEMS**

As a result of the Executive Session, Comm. Chiumento made a motion to increase the COVID Healthcare Worker Bonus to Heather to \$1500. Seconded by Comm. Longi.

Brief discussion. The Board is increasing it from \$1100 (the original approved amount) to \$1500.

- Motion Carried, 3 – 0 – 2 (Comm. Dore & Comm. Valdez abstained)

As a result of Executive Session, Comm. Chiumento made a motion to allow the Chief to sign an MOA to allow Lt. Fager to cash in 204 hours of his sick time. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

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

- Motion Carried, 5 – 0

Meeting adjourned at 8:14 p.m.

Respectfully Submitted,

Renee O'Neill
District Secretary

ARLINGTON FIRE DISTRICT

NOTICE OF ADOPTION OF RESOLUTION SUBJECT TO PERMISSIVE REFERENDUM

NOTICE IS HEREBY GIVEN, that on June 26, 2023, at a regular meeting of the Arlington Fire District (“District”) the Board of Fire Commissioners (“Board”), Dutchess County, New York, duly adopted a resolution, subject to the District’s Procurement Policy; the State of New York General Municipal Law Section 103; the General Municipal Law Section 6-g; and subject to a permissive referendum, an abstract of which is as follows:

The Board of Fire Commissioners hereby authorizes the expenditure of a sum not to exceed \$16,000 from the District’s capital improvement reserve fund to be used to retain an engineering and architectural firm to conduct engineering services to the sanitary sewer system at its Headquarters Firehouse (Engine Co. #1), for purposes of diagnosing the issue to the District’s sanitary sewer system, assisting the District in planning and preparing specifications for remediation, assisting the District in drafting and reviewing bid documents, and overseeing the repair work.

Said Resolution shall take effect thirty (30) days after its adoption, unless within thirty (30) days after the adoption of this Resolution, there shall be filed with the Secretary of the Arlington Fire District, a petition signed and acknowledged by the electors of the Arlington Fire District in the form and content as set forth in General Municipal Law Section 6-g and approved by the affirmative vote of a majority of the electors of the Arlington Fire District qualified to vote at an annual election of Fire District Officers.

A complete copy of the Resolution and Minutes noted above is available for public inspection during normal business hours at the office of the Arlington Fire District Secretary, located at the Arlington Fire District, 11 Burnett Boulevard, Poughkeepsie, NY 12603.

Dated: June 29, 2023

**BY ORDER OF THE BOARD OF FIRE COMMISSIONERS
OF THE ARLINGTON FIRE DISTRICT**

Renee O'Neill
Arlington Fire 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: 6/26/23

Greg Henson	