



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 October 19, 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 – (absent)
Acting District Secretary: Denise Holzberger
Treasurer: James Passikoff

Chairman Chiumento opened the Arlington Fire District Board of Fire Commissioners’ meeting at 7:00 p.m., took a roll call of the attendees and reminded everyone to silence their cell phones. Everyone stood and recited the pledge of allegiance.

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

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

III. **ABSTRACT APPROVAL**

A motion was made by Comm. Longi to approve Abstract 20–10B. This consists of \$166,234.79 in paid bills with a total of 2 checks and \$292,774.40 in unpaid bills with a total of 26 checks for a grand total of \$459,009.19, totaling 28 checks. Seconded by Comm. Valdez.

- Motion Carried, 5 – 0

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. October 5, 2020 Board of Fire Commissioners' Meeting

A motion was made by Comm. Adams to approve the October 5, 2020 Board of Fire Commissioners' meeting minutes. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

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

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

1. E-mail dated October 6, 2020 from Glens Falls National Bank regarding “*Special Update: Elections and Your Investments*”.
2. E-mail dated October 9, 2020 from Glens Falls National Bank regarding Investment Update.
3. Received from Glens Falls National Bank – “Statement of Value & Activity” for September 2020.

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*

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

- A. E-mail dated October 6, 2020 from Kaelin Farmer of Croft Corners Fire Company resigning as a member due to moving out of the District.

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

- Motion Carried, 5 – 0

- B. E-mail dated October 7, 2020 from Dianne Zanin requesting use of ROM once a month on Tuesday's from 3:15 p.m. – 5:30 p.m. on the following dates to conduct Girl Scout meetings. (*District calendar is open*)
1. November 10, 2020
 2. January 12, 2021
 3. February 9, 2021
 4. March 9, 2021
 5. April 13, 2021
 6. May 11, 2021

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

- Motion Carried, 5 – 0

- C. E-mail dated October 13, 2020 from Jim Beretta to the Board of Fire Commissioners regarding a FOIL appeal for redactions made to the Annual Report from PenFlex.

A motion was made by Comm. Chiumento to abide by Legal Counsel's recommendation. Seconded by Comm. Adams.

- Motion Carried, 5 – 0

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

<u>NAME</u>	<u>REASON</u>	<u>AMOUNT</u>
Joanne Zahurak	Assistance Received	\$50.00

A motion was made by Comm. Adams to accept the donation with thanks and have the money placed into the General Fund. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

IX. **COMMISSIONERS ITEMS** - *No reports and/or discussions unless otherwise noted*

- A. Adopt "Annual Fire District Election Resolution" per Town Law §175-a(6)

A motion was made by Comm. Chiumento to adopt the Annual Fire District Election Resolution per Town Law as printed on our agenda. Seconded by Comm. Valdez.

- Motion Carried, 5 – 0

RESOLUTION
ARLINGTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS
ANNUAL FIRE DISTRICT ELECTION

BE IT RESOLVED, by the Board of Fire Commissioners of the Arlington Fire District ("Fire District") hereby determine that the Annual Election of the Fire District shall be held on

December 8, 2020 between the hours of 5:00 p.m. and 9:00 p.m., with polling places at the Red Oaks Mill Fire House, 213 Vassar Road for Wards 1, 2, and 5, and at District Headquarters, 11 Burnett Boulevard for Wards 3, 4, and 6 for the purpose of electing one (1) Fire District Commissioner for a five (5) year term of office commencing January 1, 2021 and continuing through December 31, 2025;

AND BE IT FURTHER RESOLVED, that each Candidate shall submit a petition setting forth their desired candidacy for the five (5) year term beginning on January 1, 2021 and ending on December 31, 2025, subscribed by twenty-five (25) qualified voters of the Arlington Fire District, to the Secretary of the District, no later than November 18, 2020; and

AND BE IT FURTHER RESOLVED, that the following resident fire district elector is appointed as the Chairperson of said district election, **Denes House**;

AND BE IT FURTHER RESOLVED, that the following resident fire district electors are hereby appointed as election inspectors for said election:

Headquarters Election Inspectors

1. Sara Jane Inglis
2. Margaret Bright
3. Karina House
4. Juliette Minor

Red Oaks Mill Election Inspectors

1. Paula Marcotte
2. Stuart Chimkin
3. Deborah Washburn
4. Eric Bennett

AND BE IT FURTHER RESOLVED, that the Chairperson and Election Inspectors be compensated in the amount of fifty dollars (\$50.00), according to NYS Town Law §175, for their services and attendance at the annual election;

AND BE IT FURTHER RESOLVED, that in case of any of the members appointed herein are unable to assume or perform the duties required of them, the Board of Fire Commissioners appoint the following resident fire district electors as alternates:

Sonia Ramierz - ROM

Malissa Labulis - HQ

AND BE IT FURTHER RESOLVED, that, the Board of Fire Commissioners hereby determines and appoints additional clerical help necessary to implement the COVID-19 protocols during the election, four (4) individuals shall be appointed as such clerical help, the individuals shall be trained, will be compensated in the amount of fifty dollars (\$50.00) according to NYS Town Law §175-a, for their services, and shall work under the direction of the Chairperson of the Fire District Board of Elections in accordance with the established COVID-19 protocols:

Headquarters

1. Jennifer Gonzalez

Red Oaks Mill

1. Charlene Smart

2. Anthony Gentile

2. Andre Albanese

AND BE IT FURTHER RESOLVED, that, the Fire District Secretary is instructed to request a list of registered voters in the Arlington Fire District as of November 16, 2020 from the Dutchess County Board of Elections;

AND BE IT FURTHER RESOLVED, that, the notice of election shall be published in the Poughkeepsie Journal, no earlier than November 4, 2020 and no later than November 11, 2020.

X. **DISTRICT STAFF ITEMS**

A. Chief – William Steenbergh

1. Interview committee – scheduled for 6:30 p.m. on Monday.
2. Legal hours running out – Choice of purchasing additional 50 hours at a discounted rate or use up pre-paid hours and go on hourly rate. Can not roll over hours year to year.

The Board agreed to go hourly. No action taken.

3. Spoke about the Budget Hearing being conducted via Zoom and how the transcription will be done based on the NYS Governor’s Executive Order and the recommendation by Committee on Open Government.

B. Assistant Chief – Eric Philipp – No report

C. Director of EMS David Violante

1. Recertification’s submitted electronically to the Department of Health for ALS First Response Agency and Ambulance Service Agency.
2. Extended our contract with Mid Hudson Regional Hospital for medications and controlled substances.
3. Commissioner Election – CDC guidelines will be followed.
4. Flu shots – scheduled at HQ for active members today and the next three Monday’s.

D. Treasurer James Passikoff – No report

XI. **SCHOOL REQUESTS**

No school requests were submitted for notification purposes or for Board consideration

XII. ITEMS FOR EXECUTIVE SESSION

A. Chief Steenbergh

1. Employment history of an individual
2. Matter which will imperil public safety if disclosed

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

- Motion Carried, 5 – 0

The Board adjourned to Executive Session at 7:19 p.m.

XIII. EXECUTIVE SESSION

The Board came out of Executive Session at 7:27 p.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, a motion was made by Comm. Valdez to adjourn the meeting. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

No time given when the meeting adjourned.

Respectfully Submitted,

Denise Holzberger
Acting 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: Oct. 19 2020
