



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 November 7, 2022

ATTENDEES:

Comm. Ralph Chiumento, Jr. – Chairman
Comm. Peter Valdez – Vice Chairman
Comm. Peter Longi – (absent)
Comm. Richard Dore – (absent)
Comm. Phil Van Itallie

Chief: William Steenbergh
Assistant Chief: Eric Philipp – (absent)
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., took a roll call of the attendees and 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. Van Itallie to approve Abstract 22–11A. This consists of \$302,194.08 in paid bills with a total of 2 checks and \$70,602.10 in unpaid bills with a total of 37 checks for a grand total of \$372,796.18, totaling 39 checks. Seconded by Comm. Valdez.

- Motion Carried, 3 – 0

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

- A. October 17, 2022 Board of Fire Commissioners' Proposed Budget Public Hearing
A motion was made by Comm. Van Itallie to approve the Public Hearing minutes.
Seconded by Comm. Valdez.

- Motion Carried, 3 – 0

- B. October 19, 2022 Board of Fire Commissioners' Meeting
Tabled until the next meeting.

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

- A. Service Awards – Comm. Valdez & Comm. Longi
1. Received from Glens Falls National Bank the September 2022 “Statement of Value and Activity”.
 2. Received e-mail dated October 21, 2022 from Glens Falls National Bank regarding “Investment Update”.
 3. Received the 2022 – 2023 Service Fee Agreement from PenFlex.

A motion was made by Comm. Van Itallie to approve the agreement with PenFlex and include the GASB 73 and LOSAP Audit. Seconded by Comm. Valdez.

- Motion Carried, 3 – 0

- 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

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

- A. Received the September 27, 2022 meeting minutes of the Association of Fire Districts of Dutchess County.
- B. Received “*Fire District Affairs: October – November 2022*”.

- C. Received October 20, 2022, the NYS Comptrollers Audit regarding “Station 5 Renovations”.
- D. Received October 25, 2022, Eric Philipp’s letter of intent to run for Assistant Chief for the year 2023.
- E. Received November 2, 2022, Sean Jackson’s letter of intent to run for District President for the year 2023.

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

- A. E-mail dated November 2, 2022 from Sean Jackson, President of Croft Corners Fire Company requesting use of 32-45, 32-57 and 32-66 for their Santa Run with Red Oaks Mill Fire Company on December 11th from 11:00 a.m. to 6:00 p.m. Carlos Gonzalez will be the Officer in Charge.

A motion was made by Comm. Valdez to approve. Seconded by Comm. Van Itallie.

Brief discussion.

- Motion Carried, 3 – 0

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

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

- A. Comm. Van Itallie – submitted a proposal to the Board for the 2023 BOFC meeting dates.
No action taken. Meeting dates will be set at the Organizational meeting; will discuss at the next meeting when all Board members are in attendance.
- B. Comm. Valdez – comments made about Veterans Day.

X. **DISTRICT STAFF ITEMS**

- A. Chief William Steenbergh
 - 1. Installation of gear washer at Croft

Brief discussion.

A motion was made by Comm. Van Itallie to approve up to \$2,500 to get it installed and functioning. Seconded by Comm. Valdez.

- Motion Carried, 3 – 0

2. Outstanding door repair bill at Croft from March.

Brief discussion. Will be on next Abstract for payment.

3. AFD website update – added YTD call statistics to the homepage and a landing page with more detail and twenty (20) years of stats.

Brief discussion. Board ok'd the new homepage and landing page to go live.

4. Union requesting to use reserve apparatus for a Santa Run in the north end of town on December 17th & 18th. They are donating their time.

A motion was made by Comm. Chiumento to allow them to use the reserve rig on December 17th & 18th for the Santa Run. Seconded by Comm. Valdez.

- Motion Carried, 3 – 0

5. Recommending additional 50 hours block of time for the Attorney at same discounted rate.

A motion was made by Comm. Van Itallie to approve. Seconded by Comm. Valdez.

- Motion Carried, 3 – 0

6. Recommends hosting the “Toys for Tots” drop off at Headquarters like we did prior to COVID.
OK'd by the Board.

7. With the NYS Comptrollers report out, the Fire District has ninety (90) days to submit a Corrective Action Plan. Attorneys are working on a first draft.

8. Tom Burke took the EMT class in the Spring. He has been nominated to the college by his instructor to receive an award based on his motivation and willingness to assist his classmates.

9. 32-55 is in service. Went to its first call on Lori Street.

10. Training for 2023 – Battalion Chief Kangas met with Carlos at Croft and will discuss with Assistant Chief Philipp. Prepared the volunteer training schedule for 2023 and added courses at the request of the volunteer Officers.

11. Election Policy – will provide draft for the Board to review and discuss at the next meeting. Developed to memorialize the way our Commissioner Election's are conducted.

12. Grants update – submitted and approved by FEMA for reimbursement of \$335,559.36 for the following:
 - A. ~\$188K from the Paramedic Grant
 - B. ~\$86K from the Officers Grant
 - C. ~\$61K from the COVID supplies Grant

Received confirmation and the money from FEMA for 100% of the COVID overtime expenses in the amount of \$266,288.67 for March 2020 – March 2021. Working on April 2021 – June 2022.

~\$602K of revenue coming in that will show on the financial reports.

- B. Assistant Chief Eric Philipp – (absent)
- C. Director of EMS David Violante
 1. AFD received the certificate renewals from the State. Will work on it. Doesn't anticipate any problems and will keep the Board updated.
 2. Received the agency award at the Vital Signs Conference for the Special Task Force Team. Presented the award to the Board to view.
- D. Treasurer James Passikoff
 1. Chairman Chiumento acknowledged receipt of the Treasurer's September 30, 2022 Financial Report for the District.
 2. Requesting the Board to authorize the payment to the Retirement System at the next meeting to receive the discount of \$40K prior to December 15th.
Ok'd by the Board.

Brief discussion on the overtime on the financial report.

XI. 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. "Pediatric Advanced Life Support (PALS)", October 21, 2022 at ROM.
 1. Christopher Weiner
 2. Justin Drum
 3. Doug Parrish
 4. Erin Hanlon
 5. Dan Sylvester

6. Alan Ferguson
7. James McGoldrick
8. William Roser

B. “Advanced Cardiac Life Support (ACLS)”, October 28, 2022 at ROM.

1. James McGoldrick
2. Alan Ferguson
3. Dan Sylvester
4. Jason Caulfield
5. Christopher Rinck
6. William Roser

C. “EMS Connections”, November 10, 2022 via Zoom.

1. Justin Drum
2. Anthony Crandall

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

A. “Fire Department Instructor Conference”, April 24 – 29, 2023 in Indianapolis, Indiana.
(dates corrected at the November 21, 2022 BOFC Meeting)

1. Joe Moore – No cost
2. William Steenbergh – \$650 registration, \$2,400 travel, use of District vehicle.

Brief discussion.

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

- Motion Carried, 3 – 0

B. William Tompkins: “Aggressive Command Supports Aggressive FF”, self-study online.
(\$79 registration)

A motion was made by Comm. Van Itallie to approve. Seconded by Comm. Valdez.

- Motion Carried, 3 – 0

XII. ITEMS FOR EXECUTIVE SESSION

A. Chief Steenbergh

1. Two (2) 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. Three (3) Contractual items.

With no further open business to discuss, a motion was made by Comm. Van Itallie to adjourn to Executive Session. Seconded by Comm. Valdez.

- Motion Carried, 3 – 0

The Board adjourned to Executive Session at 7:53 p.m.

XIII. EXECUTIVE SESSION

The Board came out of Executive Session at 9:31 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. Van Itallie to adjourn the meeting. Seconded by Comm. Valdez.

- Motion Carried, 3 – 0

Meeting adjourned at 9:32 p.m.

Respectfully Submitted,

Renee O’Neill
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: 11-7-22

Gregory Henson	