



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 December 7, 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 – (absent)
Director of EMS: David Violante – (absent)
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 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. Valdez to approve Abstract 20–12A. Paid bills, \$32,588.68, total number of checks, 10. Unpaid bills, \$84,663.55, total number of checks, 31 for a total of \$117,252.23 total number of checks, 41. Seconded by Comm. Griffing.

- Motion Carried, 5 – 0

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. November 16, 2020 Board of Fire Commissioners' Meeting

A motion was made by Comm. Adams to approve the November 16, 2020 Board of Fire Commissioners' meeting minutes. Seconded by Comm. Longi.

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

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 & Activity” for October 2020.
2. E-mail dated November 20, 2020 from Glens Falls National Bank regarding “Investment Update”.
3. Received the Service Fee Agreement for 11/1/20 – 10/31/21 from PenFlex for Board consideration.

A. Standard Services Fee Schedule

Base fee: \$3,700: \$100+ change from 2019

Per-Participant Fee \$19: \$1+ change from 2019

Payment Certification & Trustee directive letters:
\$75 per letter; \$0 change from 2019

Total Estimated Standard and Distribution Services Fees: \$6,300

B. Preparation of Financial Statement Disclosures

NYS LOSAP Audit Package – \$495

GASB 73 Package – \$950

A motion was made by Comm. Chimento to approve both the Standard Services Fee Schedule “A”, as well as the Preparation of Financial Statement Disclosures for both the Audit Package and GASB 73 Package. Seconded by Comm. Adams.

- Motion Carried, 5 – 0

- 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. 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*

- A. Received November 18, 2020, petition from Richard C. Dore to be placed ballot for the upcoming Commissioner Election for the five year term.

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

- A. Board to authorize Mr. Stewart Brenner as a replacement Election Inspector at the Red Oaks Mill location for the upcoming Commissioner Election to be held on December 8th from 5:00 p.m. to 9:00 p.m. Mr. Brenner will be replacing Mr. Eric Bennett, (who was approved by the Board on October 19, 2020), due to his inability to serve as an Election Inspector. Board to also authorize compensation in the amount of \$50.00 to Mr. Brenner for his services as an Election Inspector as allowed by NYS Town Law.

A motion was made by Comm. Chiumento to make that a motion. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

NOTE: Stuart Chimkin, Anthony Gentile and Eric Bennett have contacted District Secretary O’Neill and can no longer participate in the Commissioner Election. We have replaced Mr. Chimkin with Sonia Ramirez at Red Oaks Mill as an Election Inspector and replaced Mr. Gentile at Headquarters with Malissa Labulis as additional clerical help to implement the COVID-19 protocols. Both were originally approved on October 19, 2020 as alternates contained in the “*Resolution – Arlington Fire District Board of Fire Commissioners Annual Fire District Election*”.

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. Update on Volunteer Firefighter Cancer Law – discussed the updated and modified law which allows substitute documentation to meet requirements; net result is 23 already covered, mandatory to add 6 additional volunteers and will be an additional \$700 per year. Also a local option for Board consideration – coverage to include exterior firefighters for a total of 19 volunteers.

Approximately \$2,250 for the first year and it will decline every year after that for up to five years after they leave service. Total for the both is approximately \$5,700 for the year.

Brief discussion.

A motion was made by Comm. Chiumento to approve the exteriors with Volunteer Cancer coverage. Seconded by Comm. Valdez.

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

2. Lt. Jason Caulfield and Lt. Seth Goldstein completed First Line Supervisors Training Program (FLSTP) and Lt. Goldstein was #1 in their class. They are assigned to the Training Bureau to do in house training. Lt. Chuck Fager started effective today and will be with the Training Bureau. He goes to FLSTP in January.
3. Commissioner Election & COVID – we have purchased plexiglass shields for the Inspectors; changing the design of the rooms for social distancing; meeting with the Inspectors ahead of time to review disinfecting procedures; individual pens; voting booths modified to be wiped down; will provide masks, sanitizer.

Chairman Chiumento reported that we received Civil Service approval today for the new Battalion Chief positions.

A motion was made by Comm. Chiumento to, at a date to be determined by the Chief, promote to provisional Battalion Chief – Andy Mihans, Paul Galletta, Gus Antalek, George Finn, Chris Mill and Adam Kangas; to probationary Captain – Gary Lewis, Chris Saya, Joe Tarquinio and John Dunderdale; and to provisional Captain – Lou Cassinelli, Richard Muellerleile, Bill Tompkins, Justin Drum and Chris Rinck. Seconded by Comm. Griffing.

- Motion Carried, 5 – 0

- B. Assistant Chief – Eric Philipp – (absent)
- C. Director of EMS David Violante – (absent)
- D. Treasurer James Passikoff
 1. Chairman Chiumento acknowledged receipt of the Treasurer's October 31, 2020 & November 30, 2020 Financial Reports for the District.
 2. Reported that he anticipates us being in the positive at the end of the year.

XI. SCHOOL REQUESTS

The following member(s) have been approved by Chief Steenbergh to attend the following school request(s) in advance of the Board of Fire Commissioners meeting and are located inside or outside of Dutchess County; is either contractually required or required to maintain certification; and have a registration cost of no more than \$100. For Commissioners notification purposes only:

No school requests were submitted for notification purposes only.

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

- A. "Youth Firesetter Intervention Specialist, Level 1", December 16 – 17, 2020 in Loudonville, NY.
1. George Finn - (\$25 registration, \$165 travel – 95% covered by Fire Investigation Grant)
 2. Joseph Moore - (\$25 registration, \$165 travel – 95% covered by Fire Investigation Grant)

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

- Motion Carried, 5 – 0

XII. ITEMS FOR EXECUTIVE SESSION

- A. Chief Steenbergh
1. Two (2) items related to the employment history of individuals.
 2. Three (3) items related to Collective Bargaining with the Union.

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 7:20 p.m.

XIII. EXECUTIVE SESSION

The Board came out of Executive Session at 7:54 p.m. and returned to Open Session.

XIV. OPEN ITEMS

As a result of Executive Session, a motion was made by Comm. Adams to approve the Memorandum of Agreement (#1, 2 pages) as distributed by the Chief to the Board members this evening. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

As a result of Executive Session, a motion was made by Comm. Adams to approve the Memorandum of Agreement denoted as #2, as distributed by the Chief to the Board members this evening. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

As a result of Executive Session, a motion was made by Comm. Adams to approve the Stipulation of Agreement, as distributed by the Chief to the Board members this evening. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

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

- Motion Carried, 5 – 0

No time was given when the meeting adjourned.

Respectfully Submitted,

Renee O’Neill
District Secretary

