



Arlington Fire District

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For Emergencies
DIAL 911

“Safeguarding Our Community”

BOARD OF FIRE COMMISSIONERS MEETING MINUTES December 4, 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 – (excused)
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 7:03 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. Chiumento made a motion to approve Abstract 23–12A. This consists of \$0 in paid bills with a total of 0 checks and \$60,476.33 in unpaid bills with a total of 25 checks for a grand total of \$60,476.33, totaling 25 checks. Seconded by Comm. Longi.

- Motion Carried, 5 – 0 – 0

4. **APPROVAL OF PREVIOUS MEETING MINUTES**
- A. November 20, 2023 Board of Fire Commissioners' Meeting
Comm. Chiumento made a motion to approve. Seconded by Comm. Van Itallie.
- Motion Carried, 4 – 0 – 1 (Comm. Longi abstained)
5. **MONTHLY COMMITTEE REPORTS** – *No reports given unless otherwise noted.*
- A. Service Awards – Comm. Valdez & Comm. Longi
1. Received November 17, 2023 from Glens Falls National Bank – “Investment Presentation for Arlington Fire District LOSAP”.
 2. E-mail dated November 17, 2023 from Glens Falls National Bank regarding “Investment Update”.
 3. District Secretary O’Neill has been working on the LOSAP transition with staff at Firefly, PenFlex and Glens Falls National Bank. Firefly will be sending a letter, after they receive data from PenFlex, to each participant introducing themselves and will include a beneficiary form to ensure each participant is up to date. Everything is going smoothly.
- 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
6. **CORRESPONDENCE** – *None unless otherwise noted.*
- A. Received November 20, 2023, Sean Jackson’s petition to be placed on the ballot for Fire Commissioner in the upcoming election.
- B. Received the October 24, 2023 Association of Fire Districts of Dutchess County meeting minutes.
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.*
10. **DISTRICT STAFF ITEMS**
- A. Chief William Steenbergh
1. Lieutenant interviews – recommends the Board hold off until the beginning of the New Year. Comm. Longi was on the interview panel and will need to be replaced.
OK'd by the Board.
 2. Firefighter hiring – Residence Preference and Open Competitive lists received from Civil Service. Forty-six (46) canvas letters went out. Will narrow it down based on returns from the canvass letters. Transfers could be considered.
 3. FEMA reimbursement for July storms – completed process with Homeland Security. This includes Swiftwater responses to Orange County, Dover, Beekman, Village of Wappingers Creek, and partial basement collapse on Bower Road. Approximately \$35K of expenses. Does not have a timeline for the reimbursement.
 4. Still working on FireHouse software. Narrowing it down to what the problem is. FF Jason Fisch has been a tremendous asset. Approximately 700 calls behind. Will impact the LOSAP submission at the end of the year. Significant delay. Doesn't know if the calls will populate automatically or if we will have to enter the calls manually.
 5. Thanks to Didi Barrett's office, has an in-person meeting with Central Hudson on Friday to review the billing issues.
 6. Request to be excused for December 18th BOFC meeting. Thanked Comm. Longi for his years of service and he has been a tremendous asset to the District and himself. Wished him well in his future endeavors.
 7. Commissioners Election update – We do not have to do COVID protocols since there was a contingency. We are all set. Inspectors have been called and reminded. Department Election is all set as well.
 8. The State Department of Homeland Security published a proposed regulation to start using State funds to pay training stipends to volunteer firefighters statewide for obtaining certifications in an attempt to attract new volunteers. Stipends range from

\$750 - \$2000 depending on which certification obtained. The comment period is open to those who wish to make comments. In the Governor's budget. Also fire department stipends at the local discretion.

Brief discussion.

- B. Assistant Chief Eric Philipp – (excused)
- C. Director of EMS David Violante
 - 1. Continue to have medication issues. Working with the State on alternatives.
 - 2. LaGrange Fire District EMS Administrator Micheal Benenati is retiring. Thanked him for all of his work with us. The Board congratulated him as well.
- D. Treasurer James Passikoff – (absent)

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. George Finn: “Support for Community Risk Reduction”, January 23 – 24, 2024 in Ulster County. (no cost)
- B. “Fire Investigation Training Seminar”, January 23, 2024 at Hicksville Fire Department.
 - 1. Justin Carlon – \$30.00 registration
 - 2. Todd Belsky – \$30.00 registration

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

No school requests were submitted for Board consideration.

12. **ITEMS FOR EXECUTIVE SESSION**

- A. Chief Steenbergh – five (5) 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. Longi made a motion to adjourn to Executive Session. Seconded by Comm. Valdez.

- Motion Carried, 5 – 0 – 0

The Board adjourned to Executive Session at 7:26 p.m.

13. **EXECUTIVE SESSION**

The Board came out of Executive Session at 7:44 p.m. and returned to Open Session.

14. **OPEN ITEMS**

As a result of the Executive Session, Comm. Longi made a motion to extend our agreement with Heather Hastie to work in the Business Office for one year. Seconded by Comm. Valdez.

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

As a result of the Executive Session, Comm. Chiumento made a motion to approve the resolution of employment for Shannon Shook. Seconded by Comm. Longi.

- Motion Carried, 5 – 0 – 0

As a result of the Executive Session, Comm. Chiumento made a motion to buy back forty (40) hours of benefit time from Director of EMS Violante and raise the carry over cap to seventy-five (75) hours. Seconded by Comm. Longi.

- Motion Carried, 5 – 0 – 0

As a result of the Executive Session, Comm. Chiumento made a motion to authorize the Chief to sign the Stipulation of Agreement with the Union to allow buy back of two hundred fifteen (215) hours of unused benefit time from Tom Burke and one hundred eighty-two (182) hours of benefit time from Dave Grundon, both in the Shop. This will save money by not having to fill overtime for the time they are out. Seconded by Comm. Van Itallie.

- Motion Carried, 5 – 0 – 0

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 7:44 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: 12-4-23
