



Arlington Fire District

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For Emergencies
DIAL 911

“Safeguarding Our Community”

BOARD OF FIRE COMMISSIONERS MEETING MINUTES March 18, 2024

ATTENDEES:

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

Chief: William Steenbergh
Assistant Chief: Eric Philipp
Director of EMS: David Violante
District Secretary: Renee O’Neill
Treasurer: James Passikoff

Vice Chairman Chiumento opened the Arlington Fire District Board of Fire Commissioners’ meeting at 7:02 p.m., took a roll call of the attendees and everyone stood and recited the pledge of allegiance.

Comm. Jackson made a motion to adjourn to Executive Session 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. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0 – 0

The Board adjourned to Executive Session at 7:04 p.m.

The Board came out of Executive Session at 7:21p.m. and returned to Open Session. No action was taken as a result of Executive Session.

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 24-3A. This consists of \$2,462.75 in paid bills with a total of 2 checks and \$513,930.78 in unpaid bills with a total of 54 checks for a grand total of \$516,393.53, totaling 56 checks. Seconded by Comm. Valdez.~~

~~————— Motion Carried, 4 – 0 – 0~~

** Comm. Van Itallie made a motion to approve the March 18, 2024 Board of Fire Commissioners’ meeting minutes with the following correction:

Abstract 24-3A approval; Should be \$2,462.75 in paid bills with a total of 2 checks and \$513,911.79 in unpaid bills for a grand total of \$516,374.54, totaling 56 checks.

Seconded by Comm. Chiumento.

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

** *Amendment made at the April 1, 2024 Board of Fire Commissioners meeting.*

Comm. Van Itallie made a motion to approve Abstract 24-3A – Croft. This consists of \$0 in paid bills with a total of 0 checks and \$5,731.15 in unpaid bills with a total of 1 check for a grand total of \$5,731.15, totaling 1 check. Seconded by Comm. Valdez.

- Motion Carried, 3 – 0 – 1 (Comm. Jackson abstained)

4. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. **February 26, 2024 Board of Fire Commissioners’ Meeting**

Comm. Jackson made a motion to accept the minutes of the February 26, 2024 Board of Fire Commissioners’ meeting. Seconded by Comm. Valdez.

- Motion Carried, 3 – 0 – 1 (Comm. Chiumento abstained)

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

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

1. Received from Glens Falls National Bank:

A. “Investment Update” dated March 1, 2024.

B. “Statement of Value & Activity” – February 2024.

B. District Inspections – Comm. Jackson & 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. Jackson
- I. Union Negotiations & Contract – Comm. Chiumento & Comm. Dore
- J. Career Staff Liaison – Comm. Chiumento & Comm. Dore
- K. Volunteer Recruitment – Comm. Valdez & Comm. Jackson
- L. District Safety & Health – Comm. Dore & Comm. Valdez
- M. Strategic Plan – Comm. Jackson & Comm. Valdez
- N. Finance Committee – Comm. Chiumento & Comm. Van Itallie
- O. IT Operations Committee – Comm. Van Itallie & Comm. Jackson
- P. Croft Lease – Comm. Valdez & Comm. Van Itallie
- Q. Rochdale Lease – Comm. Chiumento & Comm. Van Itallie

Comm. Valdez reported that we entered into an agreement with Empress that expires at the end of December. Need to start around June timeframe to begin negotiations for budgeting purposes and discuss if we can or cannot do this. Comm. Chiumento agrees with his timeframe and also noted that the current agreement allows for a 60-day cancelation if needed.

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

- A. Received “Fire District Affairs: February 2024 – March 2024”.

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

- A. Poughkeepsie Plaza requesting AFD participation in their Spring event on Sunday, April 14th from 12:00 p.m. – 2:00 p.m. Croft Corners will be staffing the event.

Comm. Jackson made a motion to approve the Poughkeepsie Plaza event with the staffing of a fire apparatus. Seconded by Comm. Valdez.

Brief discussion.

- Motion Carried, 3 – 1 – 0 (Comm. Van Itallie opposed)

- B. Red Cross requesting to conduct two Blood Drives on Saturday, July 6th from 9:00 a.m. to 1:00 p.m. and Saturday, September 14th from 9:00 a.m. to 1:00 p.m. (all blood drives take place at ROM)

Comm. Jackson made a motion to approve. Seconded by Comm. Valdez.

Brief discussion.

- Motion Carried, 4 – 0 – 0

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

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

A. Comm. Valdez

1. RE: New volunteers – currently conduct orientation with a minimum of three (3) applicants. Recommends holding them with less so it does not discourage the new applicants from waiting.

Brief discussion. No action taken by the Board.

2. Thanked Croft Corners for the invitation to their annual installation dinner.

B. Comm. Chiumento

1. Ballot received for Regional Director from the Association of Fire Districts of the State of New York. Two candidates are Adam Ochs and Vincent Galvin.

Brief discussion.

Comm. Chiumento made a motion to cast a vote for Vincent Galvin. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0 – 0

C. Comm. Jackson

1. One (1) item for Executive Session for 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.

10. **DISTRICT STAFF ITEMS**

A. Chief William Steenbergh

1. Lt. Minunni will be retiring at the end of March. Requesting the Board to authorize his retirement buyout payment be taken out of the Employee Benefit Accrued Liability Fund, approximately \$100K.

Comm. Chiumento made a motion to approve the payment be taken out of the Employee Benefit Accrued Liability Fund. Seconded by Comm. Jackson.

- Motion Carried, 4 – 0 – 0

2. Notified by FEMA that we will be reimbursed for the overtime expenses for the July flooding (Wappingers Creek rescue and the Bower Road basement collapse). Approximately \$9,775.00
3. Notified that Bookkeeper Maddalena Lebron submitted her resignation effective March 22, 2024. She accepted a position with the Town of Poughkeepsie. Thanked her for her time and sorry to see her go.

Comm. Valdez made a motion to accept the resignation. Seconded by Comm. Jackson.

- Motion Carried, 4 – 0 – 0

4. Received a donation from Milwaukee Tools. Retail value of approximately \$1500 worth of saws, drills and hand tools.

Comm. Jackson made a motion to accept the donation from Milwaukee Tools. Seconded by Comm. Van Itallie.

- Motion Carried, 4 – 0 – 0

5. Would like to schedule a promotion ceremony at the April 1st Board meeting at Headquarters. (Battalion Chief John Dunderdale, Captain Dan Sylvester, Lt. Jasen West and Lt. Gene DelliPaoli). Joint effort between the District and Local 2393.
6. FF Cory Dubetsky requesting to join the NYS Task Force 2 team.

Comm. Jackson made a motion to approve. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0 – 0

B. Assistant Chief Eric Philipp – No report.

C. Director of EMS David Violante

1. Volunteer applicant Wayne Brathwaite has failed to complete the application process and has not responded to the Volunteer Recruitment Coordinator. She recommends dropping him from the roles.

Comm. Jackson made a motion to drop Wayne Brathwaite. Seconded by Comm. Valdez.

Brief discussion.

- Motion Carried, 4 – 0 – 0

- D. Treasurer James Passikoff
1. Almost done with the December 31, 2023 report; should be done for the next meeting.
 2. Can't do the AUD without the LOSAP report.

Comm. Chiumento recommends that he use the unfunded liability from last year to submit it because we can't wait until FireHouse is fixed. It can be amended.

3. Thursday or Friday should have the last of the tax money from the Town; PILOT money around May timeframe.
4. Spoke about bringing back around \$2 million per month and \$4 million in August with the CD's. Recommends putting \$18 million into a ladder.

11. **SCHOOL REQUESTS**

No school requests were submitted.

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.
- B. Comm. Jackson – One (1) item 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.
- C. Comm. Valdez – One (1) item 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. Valdez.

- Motion Carried, 4 – 0 – 0

The Board adjourned to Executive Session at 7:52 p.m.

13. **EXECUTIVE SESSION**

The Board came out of Executive Session (no time given) and returned to Open Session.

14. **OPEN ITEMS**

As a result of the Executive Session, Comm. Chiumento made a motion to offer Jessica Herman the position of part-time Bookkeeper; \$30.00 per hour with a start date to be determined by the Chief. Seconded by Comm. Valdez.

- Motion Carried, 3 – 0 – 0

Vice Chairman Chiumento noted that the vote was 3 – 0 – 0 because Comm. Jackson had to leave.

With no further business to conduct, Comm. Valdez made a motion to adjourn the meeting. Seconded by Comm. Van Itallie.

- Motion Carried, 3 – 0 – 0

No time provided when the meeting adjourned.

Respectfully Submitted,

Renee O’Neill
District Secretary

