



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 March 10, 2025

ATTENDEES:

Comm. Richard Dore – Chairman
Comm. Ralph Chiumento, Jr. – Vice Chairman
Comm. Peter Valdez
Comm. Phil Van Itallie (arrived at 6:03 p.m.)
Comm. Sean Jackson

Chief: Adam Kangas
Assistant Chief: Eric Philipp
Director of EMS: David Violante
District Secretary: Renee O'Neill
Treasurer: James Passikoff (arrived at 6:05 p.m.)
Personnel Administrator: Heather Hastie

Chairman Dore opened the Arlington Fire District Board of Fire Commissioners' meeting at 6:02 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.*

Comm. Van Itallie arrived at 6:03 p.m.

3. **ABSTRACT APPROVAL**

Comm. Van Itallie made a motion to approve Abstract 25–3A. This consists of \$0 in paid bills with a total of 0 checks and \$104,419.79 in unpaid bills with a total of 33 checks for a grand total of \$104,419.79, totaling 33 checks. Seconded by Comm. Chiumento.

- Motion Carried, 5 – 0 – 0

Comm. Van Itallie made a motion to approve Abstract 25–3A–Croft. This consists of \$0 in paid bills with a total of 0 checks and \$5,533.49 in unpaid bills with a total of 1 check for a grand total of \$5,533.49 totaling 1 check. Seconded by Comm. Valdez.

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

Treasurer Passikoff arrived at 6:05 p.m.

4. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. January 27, 2025 Board of Fire Commissioners’ Meeting

Comm. Van Itallie made a motion to approve the January 27, 2025 Board of Fire Commissioners’ meeting minutes. Seconded by Comm. Jackson.

- Motion Carried, 3 – 0 – 2 (Comm. Dore and Comm. Valdez abstained)

B. February 24, 2025 Board of Fire Commissioners’ Meeting

Comm. Jackson made a motion to approve the February 24, 2025 Board of Fire Commissioners’ meeting minutes. Seconded by Comm. Van Itallie.

- Motion Carried, 4 – 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 Arrow Bank “Investment Update”, dated February 28, 2025.

B. District Inspections – Comm. Dore & Comm. Jackson

C. District Officers / Chief Liaison – Comm. Chiumento & Comm. Dore

D. EMS & Paramedic Liaison – Comm. Valdez & Comm. Dore

E. Public Relations – Comm. Chiumento & Comm. Jackson

F. Equipment Maintenance – Comm. Dore & Comm. Valdez

G. Buildings and Grounds – Comm. Dore & Comm. Van Itallie

H. Capital Equipment – Comm. Van Itallie & 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

1. Comm. Jackson read the report submitted by Volunteer Recruitment Coordinator Lisa Jackson regarding the current status of applications. (report attached to these minutes)

L. District Safety & Health – Comm. Dore & Comm. Valdez

M. Strategic Plan – Comm. Van Itallie & Comm. Valdez

N. Finance Committee – Comm. Chiumento & Comm. Van Itallie

O. IT Operations Committee – Comm. Dore & Comm. Jackson

P. Croft Lease – Comm. Valdez & Comm. Van Itallie

Q. Rochdale Lease – Comm. Chiumento & Comm. Van Itallie

6. **CORRESPONDENCE** – *None unless otherwise noted.*
A. Received February 28, 2025 from Treasurer Passikoff, the faxed confirmation to the NYS Comptroller requesting an extension to file the 2024 Annual Update Document (AUD) until April 30, 2025.
7. **ACTIONS TO BE TAKEN BY THE BOARD** – *None unless otherwise noted.*
A. E-mail dated February 26, 2025 from Steve Graff of Red Oaks Mill Fire Company requesting that Joseph Petrocelli be dropped from the roles.

Comm. Chiumento made a motion to drop Joseph Petrocelli from the roles. Seconded by Comm. Jackson.

- Motion Carried, 5 – 0 – 0

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

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

1. There are contractual obligation payments that need to be allocated from the Employee Benefit Accrued Liability Fund.

Comm. Chiumento made a motion to take \$97,370.51 from the Employee Benefit Accrued Liability Fund to cover those payments. Seconded by Comm. Jackson.

- Motion Carried, 5 – 0 – 0

2. Disclosed that he receives and is eligible to qualify each year in the Length of Service Awards Program (LOSAP) and his letter is attached to these minutes.

10. **DISTRICT STAFF ITEMS**

A. Chief Adam Kangas

1. Town of Poughkeepsie contacted us requesting our participation in their first annual Community Day on May 10th from 2:00 p.m. to 7:00 p.m. at Bowdoin Park.
2. Poughkeepsie Plaza contacted us requesting our participation in their Spring event on April 13th from 12:00 p.m. to 2:00 p.m.
3. An AFD resident has been bringing her dog here to train as a first responder therapy dog. She is acclimating her dog to the firefighters, the gear, equipment, etc. It is her intent to get her dog certified and it is being positively received. She won't be dedicated here but comes through to interact with the staff on a regular basis.

B. Assistant Chief Eric Philipp

1. If the Board approves the events mentioned by Chief Kangas, he will work on a crew using 32-57 for the Town Community Day and has a couple of commitments for the Poughkeepsie Plaza event using in service equipment, 32-45 & 32-57.

Comm. Jackson made a motion to approve (both events). Seconded by Comm. Valdez.

- Motion Carried, 5 – 0 – 0

C. Director of EMS David Violante – No report.

D. Treasurer James Passikoff

1. Submitted the final year-end report to the Chief for review. Will get it out shortly.
2. Bank reconciliations should be completed soon, and the February report will be forthcoming.
3. M & T Bank giving us issues with the Tyler program in the Business Office. Talking with TD Bank and is requesting to transfer our funds if the Business Office and the Chief thinks that the program will work with TB Bank.

Chairman Dore stated that they are on our list of banks to use.

Comm. Chiumento asked if we received any funds from the Town yet. Treasurer Passikoff reported that he received a \$3 million advance from the Town; will contact her again next week to obtain more.

Chiumento wants to make sure TB Bank commits on CD rates before changing over to them. Treasurer Passikoff confirmed he will do so and do a ladder like last year.

11. **SCHOOL REQUESTS**

No school requests were submitted for Board of Fire Commissioners' consideration.

12. **ITEMS FOR EXECUTIVE SESSION**

- A. Chief Kangas – Four (4) items for the purpose of the medical, financial, credit or employment history of a particular person, corporation or entity, or matters, including contractual, leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person, corporation, or entity.

With no further open business to discuss, Comm. Jackson made a motion to adjourn to Executive Session. Seconded by Comm. Chiumento.

- Motion Carried, 5 – 0 – 0

The Board adjourned to Executive Session at 6:17 p.m.

13. **EXECUTIVE SESSION**

The Board came out of Executive Session at 7:17 p.m. and returned to Open Session.

14. **OPEN ITEMS**

As a result of the Executive Session, Comm. Chiumento made a motion to accept Matt Restivo's resignation letter. Seconded by Comm. Jackson.

- Motion Carried, 5 – 0 – 0

As a result of the Executive Session, Comm. Jackson made a motion to approve the MOA between the Fire District and the Fire Union for a \$500 annual stipend for one (1) person to perform oxygen maintenance. Seconded by Comm. Van Itallie.

- Motion Carried, 5 – 0 – 0

Chief Kangas reported that the District's Medal Day has been changed to June 4th. It hasn't been held in a few years and trying to catch up. Time is unknown at this moment, and it will be held at The Heartwood on Raymond Avenue.

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

- Motion Carried, 5 – 0 – 0

Meeting adjourned at 7:19 p.m.

Respectfully Submitted,

Renee O'Neill
District Secretary

Applicant Processing

Stages of Applicant Processing

Inquiry form

The first step in the applicant processing journey where individuals submit their inquiry regarding membership.



With district for background check

After meeting with potential applicant, the application is sent to the district for complete background checks and DMV check.

With company for voting

When background check complete, the redacted application is forwarded to the company contact.

With district for voting

After the application approved by company, it is forwarded to the district for commissioner voting

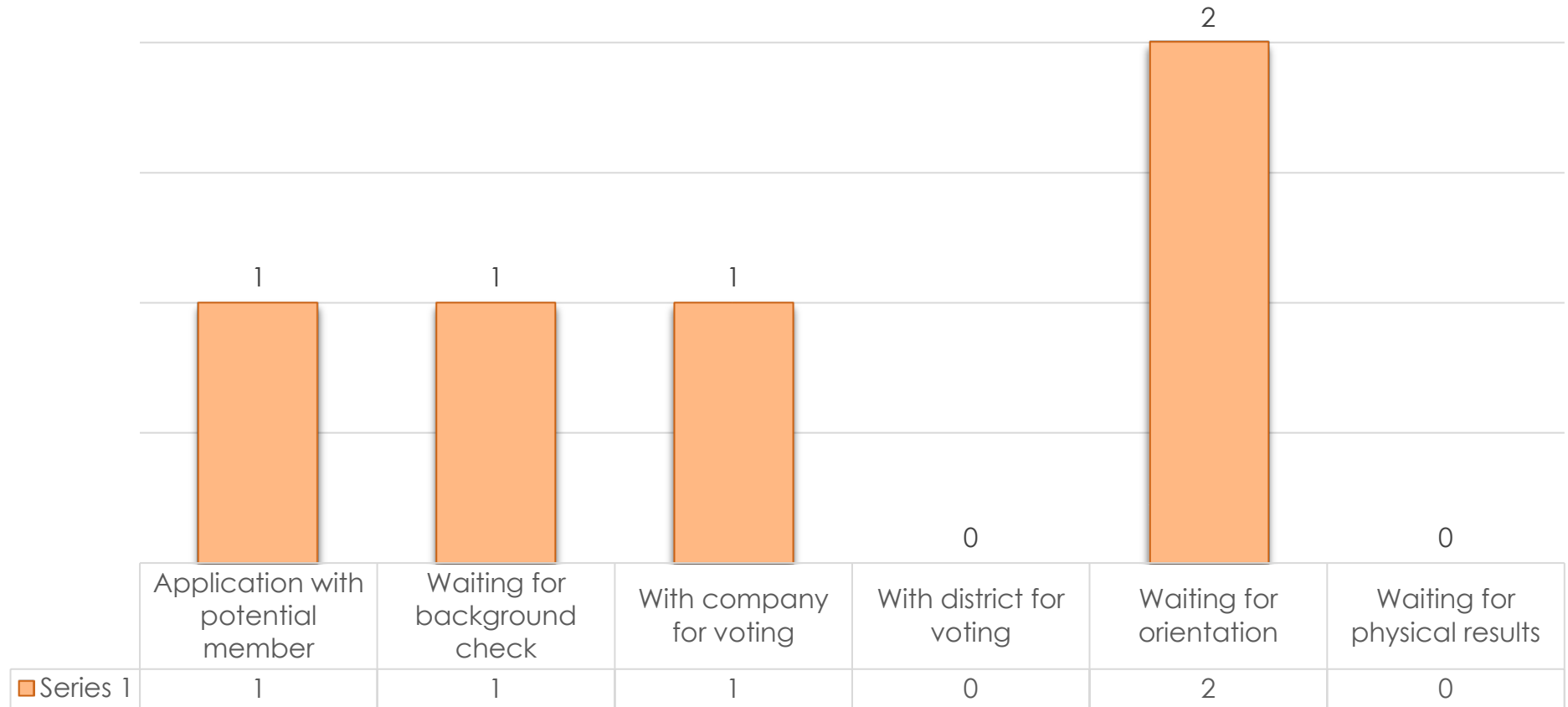
Waiting for orientation

Once application is voted on by district, the applicant is sent acceptance letter with next steps and orientation information.

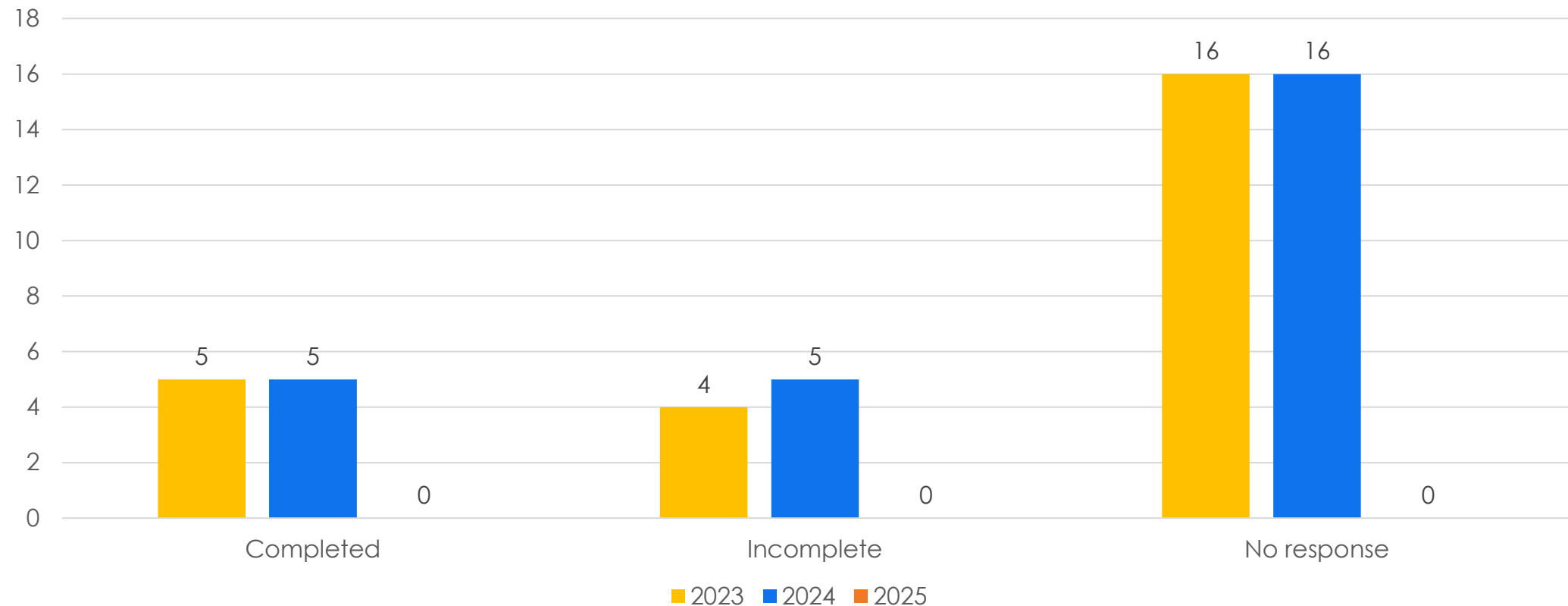
Waiting for physical results

A voucher is sent to the Workplace so the member can schedule a physical. Once results are received, the member receives their active letter.

Applicants currently in Process



2023-2025 Number of Complete and Incompleted Applications





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"Safeguarding Our Community"

To: Board of Fire Commissioners, Arlington Fire District

From: Ralph Chiumento, Jr., Commissioner

Date: March 10, 2025

Subject: LOSAP Disclosure

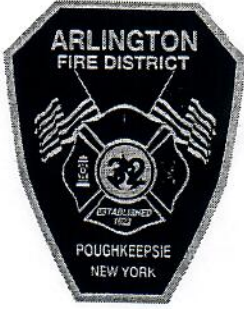
Gentlemen and Ladies: This communication is submitted to the Board in accordance with the requirements of Section 216 of the General Municipal Law and relates to my disclosure related to the Length of Service Award Program ["LOSAP"] maintained by the Fire District. I am required under the statute to provide a written disclosure because I may be called upon to vote on resolutions or motions related to the LOSAP. Any member of the Board who might vote on a resolution or motion related to the program who also serves as a member of our volunteer fire company or department is required to publicly disclose in writing to the Board that he or she is a member of the volunteer fire company or department.

Currently, I wish to disclose that I am a volunteer member of the Croft Corners Fire Company.

I would ask that this disclosure be read off at the next meeting of the Board and be made a part of and set forth in the official minutes/record of the meeting.

Very truly yours,

Ralph Chiumento, Jr.
Commissioner



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: 3/10/25
